

ASSP GM-Z10.100-2019

Guidance and Implementation Manual for
ANSI/ASSP Z10.0-2019 Occupational Health
and Safety Management Systems

A Guidance and Implementation Manual prepared by ASSP.



AMERICAN SOCIETY OF
SAFETY PROFESSIONALS

PREVIEW ONLY

The information and materials contained in this publication have been developed from sources believed to be reliable. However, the American Society of Safety Professionals (ASSP) as secretariat of the ANSI Z10 Committee or individual committee members accept no legal responsibility for the correctness or completeness of this material or its application to specific factual situations. By publication of this document, ASSP or the Z10 Committee does not ensure that adherence to these recommendations will protect the safety or health of any persons or preserve property.

ASSP/Z10 Guidance Manual

**Guidance and Implementation Manual
for ANSI/ASSP Z10.0-2019 Occupational Health and
Safety Management Systems**

A Guidance Manual prepared
by the American Society of Safety Professionals

Secretariat and Standards Developing Organization:

American Society of Safety Professionals
520 N. Northwest Highway
Park Ridge, Illinois 60068
(847) 699-2929 • www.assp.org

Published December 2019

Copyright ©2019 by American Society of Safety Professionals
All Rights Reserved.

No part of this publication may be reproduced
in any form, in an electronic retrieval system or
otherwise, without the prior written permission
of the publisher.

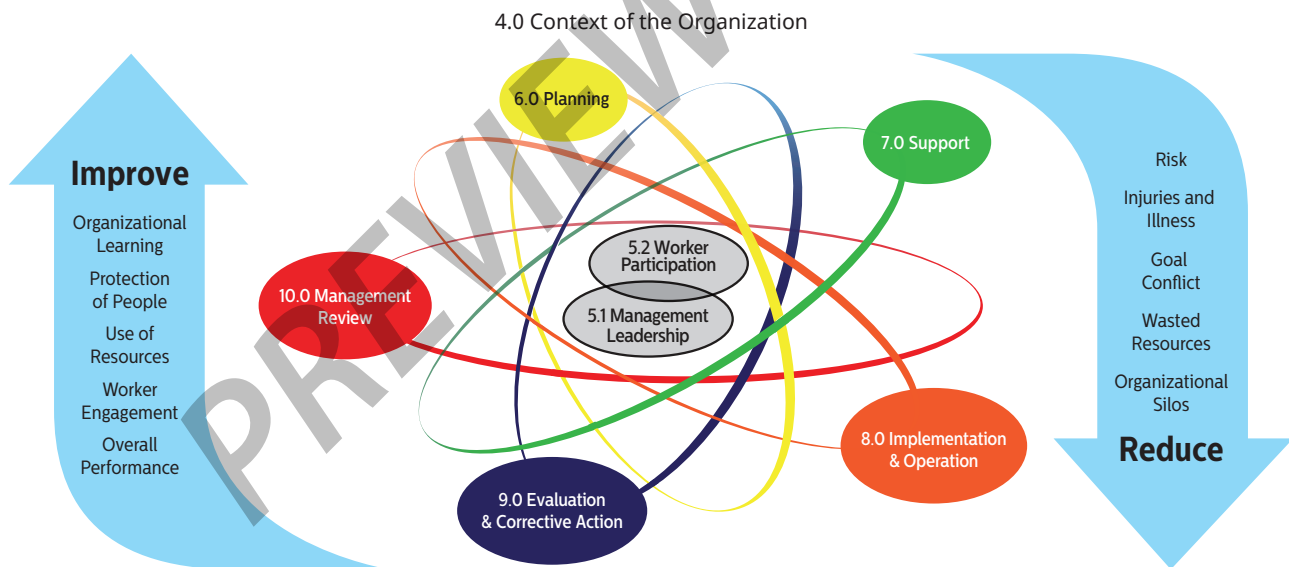
Printed in the United States of America

ANSI/ASSP Z10 Guidance and Implementation Manual

Occupational Health and Safety Management Systems

ANSI/ASSP Z10 Guidance and Implementation Manual

Occupational Health and Safety Management Systems



"System performance is not the sum of its parts but rather the product of their interaction"

Russell Ackoff 2010

ANSI/ASSP Z10 Committee Membership

At the time this guidance document was published, the Z10 Committee had the following members:

Jim Howe, CSP, Chair

Vic Toy, CIH, CSP, Vice Chair

Timothy R. Fisher, CSP, CHMM, CPEA, CAE, ARM, STS, Secretary

Lauren Bauerschmidt, MS Engr, CSP, STS, Assistant Secretary

Jennie Dalesandro, Administrative Technical Support

Organization Represented	Name of Representative(s)
Alcoa Corporation	Benjamin Maxson
American Association of Occupational Health Nurses, Inc.	Jennylynn Balmer, MPA, RN, COHN-S, CSP, FAAOHN
American Chemistry Council	Daniel Roczniak
American College of Occupational & Environmental Medicine	A. L. Jones, MD, MS, FACOEM
American Federation of State, County & Municipal Employees	Eunice Salcedo
American Foundry Society	Thomas Slavin, CIH, CSP, CSHM, CPEA
American Industrial Hygiene Association	Russ Hayward, CIH
American Society of Safety Professionals	Kathy Seabrook, CSP, CFIOSH, EurOSHM James Smith, CSP
AT Safety	Amy Timmerman, MS, CSP, CHES
Baxter	Tressa Milton Peggy Ross, RN, MS, COHN-S/CM, FAAOHN, CSP, CPE
Booz Allen Hamilton	Kenneth Clayman, SMS
Chevron	Susanne McDonald, Ph.D., MPH
City of Houston	Steven Guillory, Jr., MS, CSP, WSO-CSE, CSHM, REM Luis Cruz, BS, ASP
Clemson University	James Grieger, CIH, CSP, CHMM
CPWR - The Center for Construction Research & Training	Bruce Lippy, Ph.D., CIH, CSP Babak Memarian, Ph.D.
Deere & Company	Scott Fowler
Dotson Group, LLC	Kyle Dotson, CIH, CSP, BCEE
Engaged Change Solutions	Tom Reeves
FDR Safety, LLC	Joe Wolfsberger, MS, CIH, CSP
Haley & Aldrich, Inc.	Danyle Hepler, CSP, CESCO, CPEA Michael Pardus, REM, CESCO

Organization Represented	Name of Representative(s)
High Reliability Group	Jeffrey Hedges
IBM Corporation	Zachary Camarena
Icarus Environmental, Inc.	Michael Seymour, MS, MPH, CIH
Insyst OH&S	Vic Toy, CIH, CSP
International Union of Electrical Workers – Communication Workers of America (IUE-CWA)	Debra Fisher, CSMP, CSHM
Liberty Mutual	Frederick Norton John Rabovsky, MS, CSP, CHST, CRIS, ARM
M.C. Dean, Inc.	John Bennett, CHCM Aaron Schoemaker, CSP
Marshfield Clinic Health System	Melissa Diers-Sarasin, M.S.
Master Lock Company LLC	William Belongea
NAES Corporation	David Jackson, CIH, CSP
National Institute for Occupational Safety & Health	Paul Schulte Jonathan Bach, PE, CSP, CIH
National Safety Council	Jonathan Thomas
North Carolina Department of Transportation	Frank Beck Scott Mabry
Nucor Corporation	Tim Reeves George Stephenson
Pacific Gas and Electric Company	Todd Hohn, CSP Catherine Kawachi, CSP
Performance Contractors, Inc.	Jeremy Miller, CSP
Ports America	John Esposito
Risky Biz Services Inc.	C. Gary Lopez, CSP
Safety Compliance Management, Inc.	Ron Gantt
Safety Solutions Inc.	Jim Howe, CSP
Siemens	Robert Friedman, MS
Sixth Sense Safety Solutions	Greg Zigulis, CIH, CSP
Tesla, Inc.	Laurie Shelby, CSP, CIH
Toyota Motor North America	Stephen Greco
U.S. Army Corps of Engineers	Bonnie Rathbun, CIH, CET
U.S. Bureau of Reclamation	Daniel Mitchell, CIH MPA MSPH
U.S. Department of Energy	Harrichand Rhambarose, CIH, CSP
U.S. Department of Labor - OSHA	Mark Hagemann William Zettler

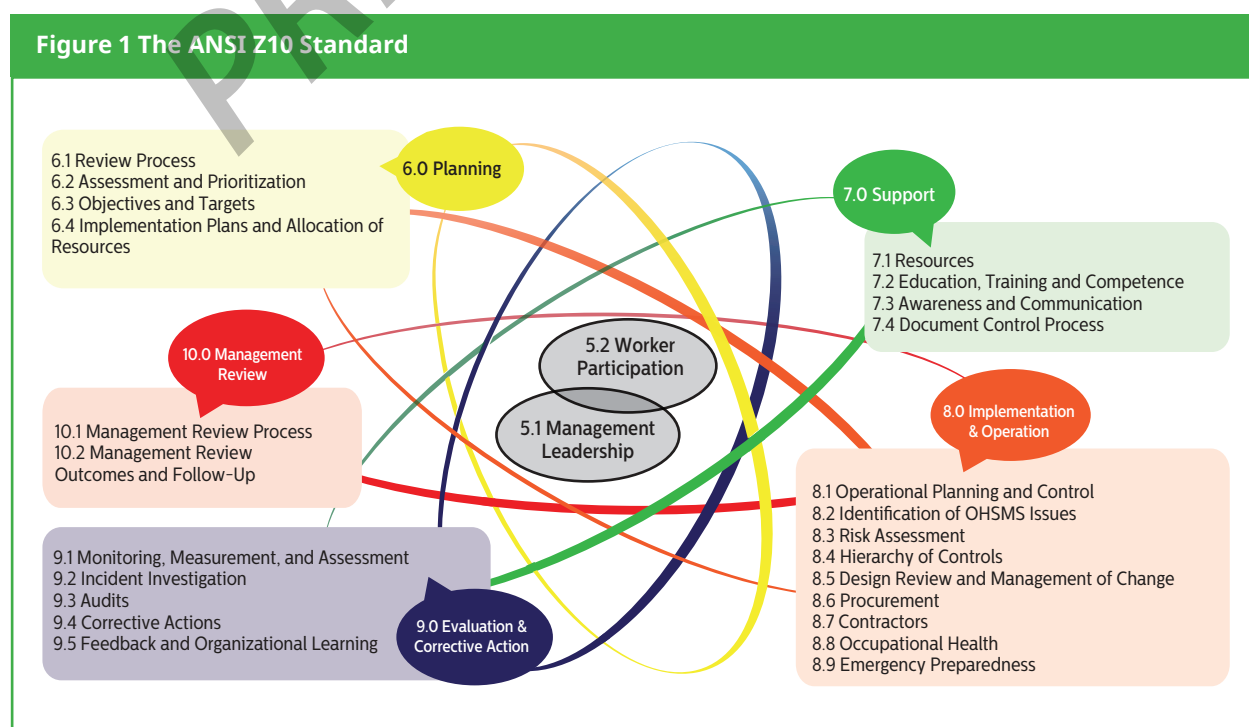
Organization Represented	Name of Representative(s)
United Auto Workers (UAW)	Andrew Comai, MS Sean Coughlin
United Steelworkers	Michael Wright
United Technologies	Matthew Twerdy, CSP, CHMM
University of Alabama	William Weems, Dr.P.H., CIH Jonathon Halbesleben, Ph.D.
Utility Workers Union of America	John "Scotty" MacNeill, CUSP
Voluntary Protection Programs Participants Association	Christopher Colburn, MEng, CSP, CHMM Phil Walsh
Workplace Health Without Borders	Mary O'Reilly, Ph.D., CIH, CPE Albert Tien

Observers	
Boise Cascade	Terry Evans, CSP, ARM Chris Lawrence
Frederick Health & Safety Services, LLC	James Frederick
Grover Safety Consulting	Todd Grover
U.S. Forest Service	Ivan Pupulidy

INTRODUCTION

This document provides guidance on various ways organizations can implement the requirements of ANSI Z10. This guidance does not contain any requirements, and its implementation is completely voluntary. Organizations are free to approach implementation of the Z10 standard's requirements in any way that fits their culture, objectives, and relationships with their workers, contractors, and interested parties. This guidance is offered by the Z10 Standards Development Committee to help organizations maximize the benefits of their occupational health and safety management system (OHSMS) in continually improving their occupational health and safety (OHS) performance (see Figure 1). The guidance contains requirement-by-requirement suggestions on implementing and maintaining an OHSMS, as well as detailed descriptions of state-of-the-art, cutting-edge approaches to improving OHS performance.

Organizations implementing ISO 45001 or a hybrid management system based on both ANSI Z10 and 45001 will find this manual helpful. While there are differences between the two standards, most of the core elements are very similar. Chapters on systems thinking, fatal and serious injury and illness prevention, the new view of safety, health issues, and measurement and metrics have universal application.



ANSI Z10 Guidance / Implementation Manual

Table of Contents



Introduction	6
Chapter	
1. What Is Systems Thinking?	8
2. Understanding the Workplace: The New View of Safety	12
3. Policy Statements (Section 5.1.2)	23
4. Roles and Responsibilities (Section 5.1.3)	26
5. Integration of Occupational Health (OH) into the OHSMS (Section 8.8)	28
6. Encouraging Worker Participation (Section 5.2)	34
7. Planning: Identification, Assessment, and Prioritization (Section 6)	38
8. Objectives/Implementation Plans (Section 6.3 and 6.4)	41
9. Risk Assessment (Section 8.3)	44
10. Fatal and Serious Injury and Illness (FSII) Prevention	50
11. Workplace Violence Prevention and Response Strategy	57
12. Hierarchy of Control (Section 8.4)	64
13. Design Review and Management of Change (MOC) (Section 8.5)	67
14. Procurement (Section 8.6)	70
15. Contractor Health and Safety (Section 8.7)	71
16. Incident Investigation (Section 9.2)	74
17. Metrics and Measurement (Section 9.1)	81
18. Audit (Section 9.3)	93
19. Management Review Process (Section 10)	102
20. Management System Standard Comparison	104