



Our ref

Secretariat of ISO/PC 283

Date: 5 February 2015

To the Members of  
ISO/PC 283  
Occupational health and safety management systems

**Communiqué on the 3<sup>rd</sup> meeting of ISO/PC 283**  
**Occupational Health and Safety Management Systems,**  
**Port of Spain, Trinidad and Tobago, 19 – 24 January 2015**

ISO/Project Committee no. 283 held its 3<sup>rd</sup> meeting at the Hyatt Regency Hotel in Port of Spain, Trinidad.



**Hyatt Regency Hotel**

The meeting was opened by Mr Richard Jones, Head of Policy and Public Affairs for the Institution of Occupational Safety and Health (IOSH), who advised that the Institution was pleased to be hosting the 3<sup>rd</sup> meeting of the PC, before describing IOSH's activities.

This was followed by a short speech from Mr Theodore Reddock, Executive Director of the Trinidad and Tobago Bureau of Standards (TTBS), who described the work of the Bureau, before welcoming the delegates to Trinidad.



**Delegates to the 3<sup>rd</sup> meeting**

At its second meeting in March/April 2014, the PC's Working Group No.1 (WG1) had reviewed the comments received on the Working Draft of ISO 45001, in order to revise it into a Committee Draft (CD). Just prior to the meeting the scope of the project had been extended to include an annex giving guidelines on the application of the requirements within the draft standard.

Regrettably not all of the Task Groups (TGs) that report to WG1 had been able to complete their activities in the time available, and especially not on the guidelines annex. Consequently additional work needed to be undertaken following the meeting, with some TGs working

electronically to complete their work, and one holding an additional meeting. (The PC is grateful to Lloyds Register's office in Dubai for having hosted this meeting).

Once all the sections of the CD had been developed, they were put together and edited. The resulting draft was then circulated for a review by the experts on WG1 to decide if it was fit to go forward as the CD. A large majority of the experts responded in favour of it being circulated, and the CD was sent to the members of the PC for review and ballot in July.

In September the results of the ballot on the CD indicated that it had not been approved to go forward to the next development stage (of a Draft International Standard, or DIS), as the members were concerned about the maturity of its text. (The voting results were 29 votes in favour, 17 against and 1 abstention. ISO requires a 2/3rds majority for approval of a CD by a ballot). The ballot also generated approximately 2500 comments giving suggestions for improving the text.

The PC received an invitation to hold its next meeting in Kigali from the Rwanda Bureau of Standards, in order to start processing all the comments. Unfortunately, it was not able to accept this kind invitation, and the PC needed to find an alternate venue. At this time IOSH, as a recognized "liaison" member to the committee, stepped in to fill the gap, with the support of the Trinidad and Tobago Bureau of Standards, and the PC was pleased to come to the Port of Spain to continue its work.

Prior to the meeting an analysis of the comments received showed that there were some key issues, such as the definition of "worker", which had generated a large number of comments. A brief survey was conducted of the experts in the WG to determine their initial reactions to these issues, in order to guide WG1 in planning its activities for the next meeting.

During the opening plenary session of the 3rd meeting of PC 283, it was noted that the membership of the PC has grown to 54 P-members, 16 O-members and 15 liaisons. Of the 70 delegates attending the 3<sup>rd</sup> meeting, 20 would be attending for the first time.

The Secretariat recommended that any plans to start the development of a set of OH&S MS auditing competency requirements, as a new Part to ISO/IEC 17021, should be deferred until the start of the DIS ballot, and this was agreed. Similarly, it was recommended that the development of a standard on OH&S key performance indicators, as was raised in a side-meeting by Sweden, should only start once the work on ISO 45001 had progressed further.

The WG1 report to the opening plenary meeting showed a breakdown of the comments received on the CD. This indicated a very uneven distribution of comments across the clauses, with some receiving a large number of comments (e.g. clause 3 on terminology, and on clause 6 in addressing "risk"), while others received very few. The report also showed the WG's plan of work for the week, and that it intended to continue using Task Groups to address different sections of the standard.

The PC was pleased to welcome Ludvig Hubendick (from the Swedish Standards Institute, SIS) as its new WG1 Secretary, and to recognize Ababo Peace (from the Rwanda Bureau of Standards) as its Twinned WG1 Secretary. Its best wishes were asked to be given to the former WG1 Secretary, Karin Bagge (from SIS), in her new role.

Following the PC's opening plenary, WG1 decided to work initially in its own plenary, to review the results of the survey, and to try to resolve the key issues. It was hoped that this would enable the WG to resolve the comments more quickly.

The WG1 plenary lasted for a day and a half. While tentative agreement was reached on some issues, it was noted that others needed to be examined in the context of where they appeared in the text, and so were directed to the pertinent Task Group to review. WG1 then split into 6 different TGs to continue its work.

After three and a half days of intense further work, the Task Groups managed to complete the review of comments, and WG1 reconvened in plenary. There was not enough time left for the WG to do an overall final review of the revised text, so it was proposed that the outputs from the

various Task Group should be put together and be edited by an Editing Team. The edited draft will then be sent to the experts on WG1 to review whether it is adequate to be circulated to the members of PC 283 as a second Committee Draft.

The following closing plenary meeting of PC 283 supported the proposals from WG1, as well as adopting resolutions on terms to be used in the text, in order to guide the completion of the second CD.

The PC's Secretariat will now await the delivery of the edited 2<sup>nd</sup> CD of ISO 45001 from WG1 before circulating it to the members of the PC for a review and a ballot.

In summary, the PC and its WG1 have had some extremely difficult issues to try to resolve at this point in the development of the standard. The failure to achieve approval of the first CD has shown that there was still much work to be done on it, which has led to a slight delay. It is hoped that by working through the key issues now, it may be able to accelerate its progress in the future.

This would not have been achieved without the excellent facilities provided and the wonderful hospitality it received. The PC is grateful to the Institution for Occupational Safety and Health (IOSH) for having hosted the meeting, and to the Trinidad and Tobago Bureau of Standards for its support. In particular, it would like to recognize Richard Jones and especially Ms. Roma Pattni from IOSH, for all their efforts in making the arrangements and for tolerating our ever changing demands for rooms and equipment during the meetings.



**Institution of Occupational Safety and Health**



**Trinidad and Tobago Bureau of Standards**



Roma Pattni and Richard Jones

**Charles Corrie**  
For the BSI Secretariat of  
ISO/PC 283  
[charles.corrie@bsigroup.com](mailto:charles.corrie@bsigroup.com)