

**Safety Management Systems - AS 4801
Compliance Audit Tool**

<Insert Company Logo>

PERFORMANCE REQUIREMENTS							
#	Requirement	Auditor Note / Guidance	Example / Intent of Evidence	Evidence Sighted	Comments / Recommendations	Potential Score	Score
4.2 Occupational Health and Safety (OHS) Policy							
1	Does the organisation have an Occupational Health and Safety Policy?	<i>The OHS Policy</i> - is appropriate to the nature and scale of the organisation's OHS risks; - includes a commitment to establish measurable objectives and targets to ensure continued improvement aimed at eliminating work-related injury and illness; - includes a commitment to comply with relevant OHS legislation and other requirements to which the organisation subscribes; - is documented, implemented, communicated to all employees and maintained; - accessible to all interested parties; - is reviewed periodically.	<i>OHS Policy</i>			4	4.0
2	Is the OHS Policy reviewed periodically to ensure it remains relevant and appropriate to the organisation?	<i>Is the policy current? Is there a next review date.</i>	<i>OHS Policy Management Review</i>			4	2.0
4.3.1 Planning identification of hazards, hazard/risk assessment and control of hazards/risks							
3	Has the organisation established, implemented and maintained documented procedures for hazard identification, hazard/risk assessment and control of hazards/risks of activities, products and services over which an organisation has control or influence, including activities, products or services of contractors and suppliers?	<i>Including activities, products or services of contractors and suppliers.</i>	<i>Hazard and Risk Management Procedure Risk assessment methodology.</i>				
4	Has the organisation developed its methodology for hazard identification, risk assessment and control of risks?	<i>The methodology is based on its operational experience and its commitment to eliminate workplace illness and injury. The methodology is current and implemented.</i>	<i>Hazard and Risk Management Procedure Risk assessment methodology.</i>				