

ISO 45001 Audit-Readiness Checklist

See where you stand against ISO 45001 and get audit-ready. Tick what you can already evidence today.

QUICK SELF-CHECK

- ☐ Have you completed hazard identification and risk assessments across the workplace?
- ☐ Is there active worker participation and consultation on OH&S?
- ☐ Do you maintain a legal and other-requirements register?
- ☐ Are incidents reported, investigated and closed out with corrective action?
- ☐ Do you have operational controls, management of change and emergency plans?
- ☐ Do you monitor OH&S performance and run internal audits?

ISO 45001 CLAUSES

- ☐ **4. Context of the organisation**
Determine internal and external issues, the needs of interested parties including workers, and the OH&S management system scope
Q-Hub: Register Hub records interested parties and their requirements; the OH&S scope and context are version-controlled in Document Hub
- ☐ **5. Leadership & worker participation**
Demonstrate top-management leadership, set an OH&S policy, assign roles, and establish worker consultation and participation
Q-Hub: Document Hub holds the policy and responsibilities; Smart Forms capture toolbox talks and consultation, with Company KPIs giving leaders live OH&S visibility
- ☐ **6. Planning**
Identify hazards, assess OH&S risks and opportunities, determine legal and other requirements, and set OH&S objectives and plans
Q-Hub: Register Hub runs hazard and risk registers plus a legal obligations register; objectives and improvement plans are tracked with progress on dashboards
- ☐ **7. Support**
Provide resources, competence, awareness, communication and documented information
Q-Hub: Training Hub manages competency matrices and certification expiry alerts; Document Hub controls versions, approvals and distribution of all documented information
- ☐ **8. Operation**
Apply operational controls, manage change, and plan emergency preparedness and response
Q-Hub: Smart Forms deliver controlled inspections, permits and pre-start checks; management-of-change and emergency drills are recorded with evidence photos and sign-off
- ☐ **9. Performance evaluation**
Monitor and measure OH&S performance, evaluate compliance, investigate incidents, run internal audits and management review
Q-Hub: Audit Hub schedules internal audits and findings; CAPA logs incident investigations; evaluation of compliance and management-review inputs are captured with live KPIs
- ☐ **10. Improvement**
Manage incidents and nonconformities, take corrective action, and continually improve the OH&S system
Q-Hub: CAPA handles nonconformances, root cause analysis, corrective actions and effectiveness checks, driving demonstrable continual improvement

Q-Hub keeps documents, audits, monitoring and corrective action in one system, so your evidence is always audit-ready.

q-hub.app