

**GUIDANCE FOR THE ACCREDITATION OF
OCCUPATIONAL HEALTH AND SAFETY
MANAGEMENT SYSTEM CERTIFICATION BODIES**

Hellenic Accreditation System

ESYD GA-H&S

Issue: 01

Revision: 03

Issue Date: 11-07-2003

Revision Date: 02-08-2018

Prepared by: The Quality Manager of ESYD

Approved by: The Chairman of ESYD

Quality Manager of ESYD

Chairman of ESYD

Hellenic Accreditation System

ESYD assesses and accredits Occupational Health and Safety (OHS) Certification Bodies (CB) where the following requirements are demanded:

1. Certification Standard is ISO 45001 (or ELOT 1801 and/or OHSAS 18001) accompanied by relative normative documents.

2. ESYD will assess the competence of the Certification Bodies according to Standard EN ISO/IEC 17021-1, as specified to IAF MD 22, with the following adjustments:

2.1 The term «management system» applied by the organization (CB's client) refers to an «OH&S Management System».

2.2 The Certification Body shall monitor the development of the relative Standards and the legislation, especially for OHS topics, as specified to Appendix C του IAF MD 22.

2.3 The Certification/Audit Team shall include at least:

2.3.1 A member with the following technical skills:

- University Degree from a technical or natural science department.
- At least two (2) years working experience following graduation.
- One (1) year postgraduate studies on OH&S topics or accredited against EN ISO/IEC 17024 person certification for OH&S auditors or working experience at least of 1000 hours as Safety Technician of medium or high risk organizations or at least a 100-hour training course covering all key aspects of OH&S topics. The training course should cover at least: 1) legislation, inspection tools e.t.c. 2) factors related to working conditions such as natural, chemical, biological, ergonomical, e.t.c. parameters 3) special topics such as sector processes. The training time does not include the time needed for training on applied OH&S Standard OHSAS 18001 and/or Standard ELOT 1801.

2.3.2 If necessary, an Occupational Physician, according to the Certification Body's documented judgment.

- The member should be a qualified Occupational Physician or a Physician who has exercised occupational medicine for at least seven (7) years.

2.3.3 Documented knowledge of legal requirements that apply to the certified organization.

2.3.4 Audit competence for management systems.

Hellenic Accreditation System

- 2.3.5 Proper training, including training on OH&S Standards and relevant experience.
 - 2.3.6 Knowledge of the processes of the certified organization.
 - 2.3.7 Knowledge and skills according to Appendix A of IAF MD 22 and EN ISO/IEC 17021-10.
3. Audit duration according to “Appendix B” του IAF MD 22 ~~ANNEX A of IAF Mandatory Document IAF MD 5:2009~~. Risk levels as described in “Annex C to Appendix B” and Greek legislation are defined to Annex 1 of this ESYD mandatory Guidance.
4. Scope of Accreditation includes the following information:
- 4.1 Risk category, according to table of Annex 1.
 - 4.2 IAF/EA code and the corresponding activity description according to table of Annex 1.
 - 4.3 A) if a OH&S certification body is successfully assessed for a certain risk level, then accreditation is granted also for lower risk levels, if any, within the same IAF/EA code. B) if a OH&S certification body is successfully assessed for a certain risk level, an application for extension of scope is required for accreditation of higher risk levels within the same IAF/EA code.
5. During OH&S witnessed assessments, certification bodies perform audits of organization’s premises and operational sites. For example: OH&S witnessed assessment of activity IAF/EA 28 - Constructions includes audit of organization’s premises and audit of organization’s construction sites.

Hellenic Accreditation System

ANNEX 1 - Categories and Risk Levels of Occupational Health and Safety Scopes of Accreditation

| IAF/EA CODE | NACE CODES ¹ | RISK CATEGORY (*) | ACTIVITIES DESCRIPTION |
|----------------|--|-------------------------|---|
| 1 | <u>3.11</u> | <u>High</u> | <u>Offshore Fishing, Diving Fishing.</u> |
| | 1, 2, 3 (except 3.11) | Medium | Agriculture, Forestry, Farming of animals, Hunting, Fishing (<u>except Offshore Fishing, Diving Fishing</u>). |
| 2 | 5, 7 ,8, 9 (except 9.10) | High | <u>Mining and Quarrying (except extraction of crude petroleum and natural gas).</u> |
| | 6, 9.10 | High | Extraction of crude petroleum and natural gas and auxiliary supporting activities. |
| 3 | <u>10.11</u> (partially) | <u>High</u> | <u>Slaughter houses.</u> |
| | 10 (except Slaughter houses),11,12 | Medium | Manufacture of food products (<u>except Slaughter houses</u>), beverages and tobacco. |
| 4 | 13.30 | High | Fabric dyeing, printing, finishing. |
| | 13 (except 13.30), 14 | Medium | Manufacture of textiles and textile products (except Fabric dyeing, printing, finishing) |
| 5 | <u>15.11</u> | <u>High</u> | <u>Tanning of leather.</u> |
| | 15 (except 15.11) | Medium | Manufacture of leather and leather products (<u>except tanning of leather</u>). |

Hellenic Accreditation System

| IAF/EA CODE | NACE CODES ¹ | RISK CATEGORY (* ²) | ACTIVITIES DESCRIPTION |
|----------------|---|---------------------------------------|---|
| 6 | 16 | Medium | Manufacture of wood and wood products. |
| 7 | <u>17.11</u> | <u>High</u> | <u>Manufacture of pulp.</u> |
| | 17 (except 17.11) | Medium | Manufacture of paper and paper products. |
| 8 | 58.1, 59.2 | Medium | Publishing. |
| 9 | 18.1 | Medium | Printing. |
| 10 | 19 | Υψηλό | Manufacture of coke. Manufacture of refined petroleum products. |
| 11 | 24.46 | High | Nuclear fuel. |
| 12 | 20 | <u>High</u> | <u>Manufacture of chemicals, chemical products.</u> |
| 13 | 21 | High | <u>Manufacture of basic pharmaceutical products.</u> |
| 14 | 22 | Medium | Manufacture of rubber and plastic products. |
| 15 | <u>23.14, 23.3</u> | <u>High</u> | <u>Manufacture of ceramic and of glass fibres.</u> |
| | 23 (except 23.14, 23.3, 23.5, 23.6) | Medium | Manufacture of non-metallic mineral products. |
| 16 | 23.5, 23.6 | High | Manufacture of concrete, cement, lime, plaster etc. |

Hellenic Accreditation System

| IAF/EA CODE | NACE CODES ¹ | RISK CATEGORY (* ²) | ACTIVITIES DESCRIPTION |
|----------------|---|---------------------------------------|---|
| 17 | 24 | High | Manufacture of basic metals. |
| | 25.1, 25.2, 25.3 | High | Manufacture of metal structures. Manufacture of containers of metal, central heating radiators and boilers. |
| | 25.5, 25.6, 25.7, 25.9 | Medium | Manufacture of fabricated metal products, except metal structures, containers of metal, central heating radiators and boilers. |
| 18 | <u>25.4, 30.4</u> | <u>High</u> | <u>Manufacture of weapons, ammunition and military fighting vehicles.</u> |
| | 28, 33.12, 33.2 | Medium | Manufacture of machinery and equipment. |
| 19 | <u>26.6</u> | <u>High</u> | <u>Manufacture of irradiation, electromedical and electrotherapeutic equipment.</u> |
| | 27.2 | High | Manufacture of heavy metal accumulators. |
| | 26 (except 26.6) 27 (except and 27.2), 33.13, 33.14, 95.1 | Medium | Manufacture of electrical and optical equipment, except heavy metal accumulators, irradiation, electromedical and electrotherapeutic equipment. |
| 20 | 30.1, 33.15 | High | Shipbuilding and repairing of ships. |
| 21 | 30.3, 33.16 | High | Manufacture of aircraft. |
| 22 | 29, 30.2, 30.91 | High | Manufacture of motor vehicles, trailers and semi-trailers. Manufacture of railway locomotives and rolling stock. Manufacture of motorcycles. |
| | 30.92, 30.99, 33.17 | <u>Medium</u> | <u>Manufacture of bicycles and invalid carriages, Manufacture of other transport equipment. Repair and maintenance of other transport equipment (except repair of motor vehicles and motorcycles 45.2, 45.4).</u> |

Hellenic Accreditation System

| IAF/EA CODE | NACE CODES ¹ | RISK CATEGORY (*) | ACTIVITIES DESCRIPTION |
|----------------|--|-------------------------|--|
| 23 | 31, 32, 33.19 | Medium | Other manufacturing except IAF/EA Codes 4, 5, 6, 7, 14, 15, 17, 18, 19, 20, 21, 22. |
| 24 | <u>38.3</u> | <u>High</u> | <u>Hazardous materials recovery, paper recovery.</u> |
| | 38.3 | Medium | Non-hazardous materials recovery. |
| 25 | 35.11, 35.12, 35.13 | High | Production, transmission and distribution of electricity. |
| | <u>35.14</u> | <u>Medium</u> | Trade of electricity. |
| 26 | 35.2 | High | Gas supply. |
| 27 | 35.3, 36 | Medium | Water supply. |
| 28 | <u>41, 42, 43</u> | <u>High</u> | <u>Construction of buildings and civil engineering works.</u> |
| 29 | <u>46.71, 46.75</u> | <u>High</u> | <u>Wholesale of solid, liquid and gaseous fuels and related products. Wholesale of chemical products.</u> |
| | <u>45.2, 45.4, 47.3, 95.2</u> | <u>Medium</u> | <u>Repair of motor vehicles and motorcycles. Retail sale of automotive fuel in specialised stores. Repair of personal and household goods.</u> |
| | 45 (except 45.2, 45.4), 46 (except 46.71, 46.75), 47 (except 47.3) | Low | Wholesale and retail trade. Personal and household goods. |

Hellenic Accreditation System

| IAF/EA CODE | NACE CODES ¹ | RISK CATEGORY (*) | ACTIVITIES DESCRIPTION |
|----------------|---|-------------------------|--|
| 30 | <u>55 (except 55.3)</u> | <u>Medium</u> | <u>Hotels except camping grounds.</u> |
| | <u>56, 55.3</u> | <u>Low</u> | <u>Restaurants and camping grounds.</u> |
| 31 | 49.2, 49.4, 49.5, 50.2, 50.4, 51.2 | <u>High</u> | <u>Transport or storage of hazardous materials. Warehousing and support activities for transportation of hazardous materials.</u> |
| | 49.2, 49.4, 49.5, 50.2, 50.4, 51.2, 52, 53 | <u>Medium</u> | <u>Transport or storage of non-hazardous materials. Warehousing and support activities for transportation of non-hazardous materials.</u> |
| | 49.1, 49.3, 50.1, 50.3, 51.1 | <u>Medium</u> | <u>Transport of passengers.</u> |
| | 61, 53 | <u>Low</u> | <u>Telecommunications, postal and courier activities.</u> |
| 32 | 64, 65, 66, 68, 77 | <u>Low</u> | <u>Financial intermediation. Real estate activities. Renting.</u> |
| 33 | 58.2, 62, 63.1 | <u>Low</u> | <u>Information technology.</u> |
| 34 | <u>72.1</u> | <u>High</u> | <u>Research and experimental development on natural sciences and engineering.</u> |
| | <u>71.2, 72.2, 74 (except 74.2,74.3)</u> | <u>Medium</u> | <u>Technical testing and analysis. Research and experimental development on social sciences and humanities. Other professional, scientific and technical activities.</u> |
| | <u>71.1</u> | <u>Low</u> | <u>Architectural and engineering activities.</u> |

Hellenic Accreditation System

| IAF/EA CODE | NACE CODES ¹ | RISK CATEGORY (* ²) | ACTIVITIES DESCRIPTION |
|----------------|---|---------------------------------------|---|
| 35 | 69, 70, 73, 74.2, 74.3, 78, 81 (except 81.2), 82 | Low | Other services, except trade, hotels, restaurants, transport, financial intermediation, real estate, information technology, education, health and social work. |
| | <u>81.2</u> | Medium | Cleaning activities. |
| 36 | <u>84.22, 84.24, 84.25</u> | <u>High</u> | <u>Defence activities. Public order and safety activities. Fire service activities.</u> |
| | 84 (except 84.22, 84.24, 84.25) | Low | Public administration, except defence activities, public order and safety activities and fire service activities. |
| 37 | <u>85.4, 85.59</u> | <u>High</u> | <u>Higher education with laboratories. Lifeguard education. Diving education.</u> |
| | <u>85.32, 85.4, 85.51, 85.53, 85.59</u> | <u>Medium</u> | <u>Technical and vocational secondary education. Higher education without laboratories. Sports and recreation education. Driving school activities.</u> |
| | 85.1, 85.2, 85.31, 85.4, 85.52, 85.59, 85.6 | Low | Pre-primary education. Primary education. General secondary education. Higher non-technical education. Cultural education. Other education except lifeguard education and diving education. Educational support activities. |
| 38 | 86, 75, <u>87, 88</u> | <u>High</u> | Health and social work. |
| 39 | <u>37, 38.12, 38.2, 39</u> | <u>High</u> | <u>Sewerage. Collection of hazardous waste. Waste treatment and disposal. Remediation activities and other waste management services.</u> |
| | 38.11, 38.21 | Medium | Collection and disposal of non-hazardous waste. |
| | 59.1, 60, 63.9, 79, 90, 91, 92, 93, 94, 96 | Low | Other social services except education, health social work services, collecting, transporting, processing and disposal of sewage. |

Hellenic Accreditation System

¹ Correlations between nace codes column and risk category column are not restrictive.

(*) Risk Category:

A: High

B: Medium

C: Low

~~(*) Categorization according to Greek Presidential Decree 294/88 (GG 138/A/88)~~