

# OHSAS 18000

To deal with all these challenges an integrated and automated management system can certainly be of great help. SoftExpert Excellence Suite provides organizational efficiency, process control, and flexibility to help simplify the tasks involved in managing data and information. It also helps your organization make better decisions in managing the content and process that drive your business.

SoftExpert Excellence Suite is an integrated, configurable, and easy-to-use software solution especially designed to facilitate adherence to ISO quality standards. SoftExpert Excellence Suite can help meet key OHSAS 18000 requirements, while at the same time, increase efficiency and keep compliance costs down.

Each SoftExpert module addresses key compliance issues as shown below:

## Compliance Mapping

Product	OHSAS 18000 Compliance and Requirements
<a href="#">Document &amp; Records Management [EDM/RM]</a>	<ul style="list-style-type: none"><li>• Document the occupational health and safety management system specification.</li><li>• Manage the creation, review, approval, storage, control, update, and distribution of all assessments documents.</li><li>• Streamline the control, rout, and revision management for critical documents and records.</li><li>• Optimize document workflow from creation to archival.</li><li>• Establish a consistent corporate-wide document management workflow process.</li><li>• Ensure only the most up-to-date versions of documents are used.</li><li>• Set security controls to ensure groups, departments, and locations have access to proprietary documents.</li><li>• Automate document protection and retention rules.</li><li>• Ensure full documentation review of every aspect of the environmental management system.</li></ul>

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<p><a href="#">Nonconformance Management</a>  <a href="#">Corrective and Preventive Actions</a>  <a href="#">Customer Complaint Management</a></p>	<ul style="list-style-type: none"> <li>• Manage records, nonconformance – accidents and incidents investigations for Occupational Health and Safety.</li> <li>• Manage handling and investigating nonconformance.</li> <li>• Guarantee a consistent corporate-wide approach for reporting all environmental and health &amp; safety nonconformance.</li> <li>• Roll-up nonconformance data in real-time to multiple management levels.</li> <li>• Ensure that appropriate corrective action is decided upon and implemented.</li> <li>• Ensure that responsibility for corrective action is clearly defined.</li> <li>• Keep records of defects, the investigation of their cause, and the corrective actions.</li> </ul>
<p><a href="#">Audit Management</a></p>	<ul style="list-style-type: none"> <li>• Manage Internal and external OH&amp;S audits.</li> <li>• Maintain daily operational data in a centralized system and be prepared for audits all-year-round.</li> <li>• Establish a consistent corporate-wide audit workflow process.</li> <li>• Roll-up audit-related data in real-time to multiple management levels.</li> <li>• Examine historical data and use trending and analysis tools to predict and improve future organizational performance.</li> <li>• All findings are corrected and registered.</li> <li>• Ensure corrective actions are carried out on time.</li> </ul>
<p><a href="#">Competencies and Training Management</a></p>	<ul style="list-style-type: none"> <li>• Manage competence, awareness, and training for health and safety management.</li> <li>• Achieve your organization's targeted competency levels.</li> <li>• Monitor the progress of all completed/pending training in real-time.</li> <li>• Coordinate training efforts across multiple facilities.</li> <li>• Ensure that employees (new and current) receive the required training and nothing falls through the cracks.</li> <li>• Save time with group scheduling, tracking, and updating.</li> <li>• Enables the tracking of training, licensing, and other requirements for either a single location, or at a regional or corporate level.</li> </ul>
<p><a href="#">Risk Management</a></p>	<ul style="list-style-type: none"> <li>• Manage identification, scoring, ranking, and mitigation of significant safety hazards and risks.</li> <li>• Ensure safety management procedures and responsibilities are clearly mandated.</li> <li>• Identify potential barriers to reducing risk and monitor their effectiveness over time.</li> <li>• Create summary reports sorted by employee, workgroup, department, or facility.</li> <li>• Substantiate decisions allowing corporate and operational centers to analyze and understand risk at the source, by work location, employee, and by job task.</li> </ul>

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	<ul style="list-style-type: none"><li>• Manage deals how the severity, frequency, and likelihood of a risk occurring.</li></ul>
<a href="#">Performance Management [BSC]</a>	<ul style="list-style-type: none"><li>• Provide executive dashboard visibility on enterprise-wide indicators of occupation health and safety management.</li><li>• Provide consistent and comparable compliance information across your business.</li></ul>
<a href="#">Business Process Management [BPM]</a>	<ul style="list-style-type: none"><li>• Define and manage structure, processes, and responsibility for occupational health and safety.</li><li>• Perform monitoring and measurement of processes.</li><li>• Easily manage, review, and improve corporate response processes and performance.</li><li>• Establish a consistent corporate-wide safety management workflow process.</li></ul>
<a href="#">Business Intelligence</a>	<ul style="list-style-type: none"><li>• Compare mission levels over time to industry.</li><li>• Provide graphical scorecards and dashboards display.</li><li>• Provide status with standard one-click reports.</li><li>• Create custom scorecards, dashboards, and reports.</li></ul>