1-Cheklist of ISO Mandatory Documents Requirements and Application within QHSE

S. N	Required Document or procedure	Maintain (Document) Retain (Record)	Documented Mandatory Non-Mandatory	45001	14001	9001
4. Context of the Organization						
1	Context of the organization	Maintain	NM	4.1	4.1	4.1
2	Needs and expectations of interested parties	Maintain	NM	4.2	4.2	4.2
3	Scope of the QHSE management system	Maintain	Mandatory	4.3	4.3	4.3
4	HSE MS and its processes	Maintain	NM	4.4	4.4	Down
5	Documented information to support process operations	Maintain	Mandatory	Above	Above	4.4
6	Records demonstrating the effective operation of processes	Retain	Mandatory	Above	Above	4.4
5. Leadership						
7	Leadership and commitment	Maintain	NM	5.1	5.1	5.1
8	QHSE Policy	Maintain	Mandatory	5.2	5.2	5.2
9	Roles, Responsibilities, and Authorities	Maintain	Mandatory	5.3	5.3	5.3
6. Planning						
10	Procedure for addressing risks and opportunities	Maintain	Mandatory	6.1.1	6.1.1	6.1
11	Evidence that processes for addressing risks & opportunities carried out as they planned	Retain	Mandatory	6.1.1	6.1.1	6.1.1
12	Procedure for environmental aspects / Impacts identification	Maintain	Mandatory	NA	6.1.2	NA
13	Evidence of Actions to Address Risks and Opportunities	Retain	Mandatory	Below	NA	6.1.2
14	Hazard Identification and Risk Assessment	Maintain	Mandatory	6.1.2	NA	Above
15	Procedure for legal requirements and compliance obligations	Maintain	Mandatory	6.1.3	6.1.3	NA
16	Evidence for compliance obligation	Retain	Mandatory	6.1.3	6.1.3	
17	Evidence of Actions to Address Risks and Opportunities	Retain	Mandatory	6.1.4	6.1.4	NA
18	Plans to achieve QHSE Objectives	Maintain	Mandatory	6.2	6.2	6.2
19	Evidence for achieving the OHS objectives	Retain	Mandatory	6.2	6.2	6.2
20	Planning of changes	Retain	Mandatory	NA	NA	6.3
7. Support						
21	Providing resources required for QHSE MS	Maintain	NM	7.1	7.1	7.1
22	providing the persons necessary for the effective implementation of Quality management system	Maintain	NM	NA	NA	7.1.2
23	providing Infrastructure and Work Environment Conditions necessary for the operation of processes	Maintain	NM	NA	NA	7.1.3, 7.1.4
24	Documentation of monitoring, measurement processes, and resources	Maintain	Mandatory	NA	NA	7.1.5
25	Calibration and Verification Records of Monitoring and Measurement Equipment	Retain	Mandatory	NA	NA	7.1.5
26	Organizational knowledge necessary for the operation of processes to achieve conformity of products and services.	Maintain	NM	NM	NA	7.1.6
27	Competence and training records	Retain	Mandatory	7.2	7.2	7.2

28	Evidence of Awareness Training	Retain	Mandatory	7.3	7.3	7.3
29	Communication plan	Maintain	Mandatory	7.4	7.4	NA
30	Documented information necessary for the effectiveness of the QHSE management system	Maintain	Mandatory	7.5.1	7.5.1	7.5.1
31	List of external documents	Retain	Mandatory	7.5.3	7.5.3	7.5.3

8. Operation

32	Process for operational planning and control (procedures, SOPs, work instructions)	Maintain	Mandatory	8.1	8.1	8.1
33	Evidence of operational controls implemented (Monitoring results and risk assessments)	Retain	Mandatory	8.1	8.1	Below
34	Records of conformity and traceability	Retain	Mandatory	Above	Above	8.1
35	Emergency preparedness procedures.	Maintain	Mandatory	8.2	8.2	Below
36	Evidence of Emergency Preparedness and Response Testing	Retain	Mandatory	8.2	8.2	Below
37	Product and Service Requirements (Customer Communication)	Maintain	Mandatory	Above	Above	8.2
38	Records of customer requirements and review of requirements.	Retain	Mandatory	Above	Above	8.2
39	Procedure for Design and development of products and services	Maintain	Mandatory	NA	NA	8.3
40	Criteria for Evaluation and Selection of Suppliers	Maintain	Mandatory	NA	NA	8.4
41	Documents defining conditions for production/service provision.	Maintain	Mandatory	NA	NA	8.5
42	Records of unique identification, property belonging to customers, and preservation.	Retain	Mandatory	NA	NA	8.5
43	Records of product or service release criteria and evidence of conformity	Retain	Mandatory	NA	NA	8.6
44	Records of nonconformity, actions taken, and concessions granted.	Retain	Mandatory	NA	NA	8.7

9. Performance Evaluation

45	Procedures for Monitoring and measurement the performance and the effectiveness of QHSE MS	Maintain	Mandatory	9.1	Down	Down
46	Procedures for monitoring significant environmental aspects	Maintain	Mandatory	Above	9.1	Down
47	Evidence of Monitoring measurement, analysis and evaluation results and compliance evaluation records	Retain	Mandatory	9.1	9.1.1	9.1.1
48	Evidence of Evaluation of Environmental Performance and Effectiveness	Retain	Mandatory	NA	9.1	NA
49	Evidence of Evaluation of Compliance obligation	Retain	Mandatory	9.1.2	9.1.2	NA
50	Evidence of Customer Satisfaction	Maintain	NM	NA	NA	9.1.2
51	evidence of the implementation for Internal audit program and audit results	Retain	Mandatory	9.2	9.2	9.2
52	Evidence for implementation of Management review and review results	Retain	Mandatory	9.3	9.3	9.3

10. Improvement

53	Records of incidents, corrective actions, and evaluations of their effectiveness	Retain	Mandatory	10.2	Below	Below
54	Nonconformity and corrective action records	Retain	Mandatory	Above	10.2	10.2
55	Evidence of continual improvement	Maintain	NM	10.3	10.3	10.3

56	Evidence of continual improvement	Retain	NM	10.3	10.3	10.3

VIP Notes:

- Maintained Documented Information: Includes policies, procedures, SOPs, work instructions, templates, manuals, and other documents necessary for operating the QHSE management system effectively.
- Retained Documented Information: Comprises records or evidence that demonstrate compliance and the effectiveness of the OH&S system, such as audit results, training records, incident investigations, and management review minutes.
- When required clause or subclause not mandatory documented, you shall also understand or detect it so you can implement it.
- QHSE refer for Integrated management system or Implication of the three ISO Standards together (9001, 14001 and 45001)
- OH&S refers to implication of ISO 45001:2018 or Occupational Health and Safety management system.
- Q refers to implication of ISO 9001:2015 or Quality Management System.
- E refers to implication of ISO 14001:2015 or Environment management system.
- Clause 4 (Context of the Organization):
  - ISO 45001 emphasizes understanding the needs and expectations of *workers* and other interested parties, reflecting its focus on health and safety.
  - ISO 14001 and ISO 9001 do not focus on workers specifically but cover the needs of all interested parties.
- Clause 5 (Leadership):
  - ISO 45001 uniquely includes 5.4 - Consultation and Participation of Workers, promoting active engagement in the OH&S process.
  - ISO 14001 and ISO 9001 lack this clause, as they do not specifically emphasize worker consultation and participation in the EMS and QMS.
- Clause 6 (Planning):
  - ISO 45001 includes 6.1.2 for identifying hazards and assessing risks and opportunities, tailored to OH&S.
  - ISO 14001 focuses on environmental aspects under 6.1.2, which is not present in ISO 9001.
- Clause 8 (Operation):
  - ISO 45001 has detailed operational controls such as 8.1.1 - Eliminating Hazards and Reducing OH&S Risks, Management of Change (8.1.2), Outsourcing (8.1.3), Procurement (8.1.4), Contractors (8.1.5), and Emergency Preparedness and Response (8.1.6). These are specific to health and safety risks.
  - ISO 14001 only includes Emergency Preparedness and Response (8.1.6), not addressing hazards, contractors, or procurement as directly.
  - ISO 9001 has no subclauses specific to hazard elimination, procurement, or emergency response in Clause 8.
- Clause 9 (Performance Evaluation):
  - ISO 45001 and ISO 14001 both include 9.1.2 - Evaluation of Compliance, assessing compliance with legal and other requirements.
  - ISO 9001 does not include Evaluation of Compliance in this form, as it is not primarily focused on regulatory compliance.
- Everything in planning and Operation in this schedule is mandatory documented.

2- Checklist of ISO Subclauses for ISO 45001, 14001 and 9001

ISO Subclause	ISO 45001:2018 (OH&S)	ISO 14001:2015 (EMS)	ISO 9001:2015 (QMS)
4. Context of the Organization			
4.1	Understanding the organization and its context	Understanding the organization and its context	Understanding the organization and its context
4.2	Understanding the needs and expectations of workers and other interested parties	Understanding the needs and expectations of interested parties	Understanding the needs and expectations of interested parties
4.3	Determining the scope of the OH&S management system	Determining the scope of the EMS	Determining the scope of the QMS
4.4	Defining, implementing, maintaining, and continually improving the OH&S management system	Defining, implementing, maintaining, and continually improving the Environmental management system	Defining, implementing, maintaining, and continually improving the Quality management system
5. Leadership			
5.1	Leadership and commitment	Leadership and commitment	Leadership and commitment
5.2	OH&S policy	Environmental policy	Quality policy
5.3	Organizational roles, responsibilities, and authorities	Organizational roles, responsibilities, and authorities	Organizational roles, responsibilities, and authorities
5.4	Consultation and participation of workers	Not present	Not present
6. Planning			
6.1.1	Actions to address risks and opportunities	Actions to address risks and opportunities	Actions to address risks and opportunities
6.1.2	Hazard identification and assessment of risks and opportunities	Environmental aspects	Not present (quality risks and opportunities addressed under **6.1.1**)
6.1.3	Determination of legal requirements and other requirements	Compliance obligations	Not present
6.1.4	Planning action	Planning action	Planning action
6.2.1	OH&S objectives and planning to achieve them	Environmental objectives	Quality objectives and planning to achieve them
6.2.2	Planning to achieve OH&S objectives	Planning to achieve environmental objectives	Planning to achieve quality objectives
7. Support			
7.1	Resources	Resources	Resources
7.2	Competence	Competence	Competence
7.3	Awareness	Awareness	Awareness
7.4.1	General (Communication)	General (Communication)	General (Communication)
7.4.2	Internal communication	Internal communication	Internal communication
7.4.3	External communication	External communication	External communication
7.5.1	General (Documented information)	General (Documented information)	General (Documented information)

ISO Subclause	ISO 45001:2018 (OH&S)	ISO 14001:2015 (EMS)	ISO 9001:2015 (QMS)
7.5.2	Creating and updating	Creating and updating	Creating and updating
7.5.3	Control of documented information	Control of documented information	Control of documented information
8. Operation			
8.1	Operational planning and control	Operational planning and control	Operational planning and control
8.1.1	Eliminating hazards and reducing OH&S risks	Not present	Not present
8.1.2	Management of change	Not present	Not present
8.1.3	Outsourcing	Not present	Not present
8.1.4	Procurement	Not present	Not present
8.1.5	Contractors	Not present	Not present
8.1.6	Emergency preparedness and response	Emergency preparedness and response	Not present
8.2	Procedures for responding to potential OH&S emergencies.	Procedures for responding to potential environmental emergencies.	Requirements for Products and Services
8.3	Not Present	Not Present	Design and Development of Products and Services
8.4	Not Present	Not Present	Control of Externally Provided Processes, Products, and Services
8.5	Not Present	Not Present	Production and Service Provision
8.6	Not Present	Not Present	Release of Products and Services
8.7	Not Present	Not Present	Control of Nonconforming Outputs
9. Performance Evaluation			
9.1.1	Monitoring, measurement, analysis, and performance evaluation	Monitoring, measurement, analysis, and evaluation	Monitoring, measurement, analysis, and evaluation
9.1.2	Evaluation of compliance	Evaluation of compliance	Customer Satisfaction
9.2.1	Establishing an internal audit program for the OH&S MS	Establishing an internal audit program for the EMS	Establishing an internal audit program for the QMS
9.2.2	Detailing the internal audit process and its scheduling.	Detailing the internal audit process and its scheduling.	Detailing the internal audit process and its scheduling.
9.3	Management review	Management review	Management review
10. Improvement			
10.1	General (Improvement)	General (Improvement)	General (Improvement)
10.2	Incident, nonconformity, and corrective action	Nonconformity and corrective action	Nonconformity and corrective action
10.3	Continual improvement	Continual improvement	Continual improvement

3-ISO 45001:2018 Checklist

Clause	ISO 45001:2018 Requirement	Yes	No	N/A
4. Context of the Organization				
4.1	Determining external and internal issues relevant to the OH&S MS			
4.2	Understanding the needs and expectations of interested parties			
4.3	Determining the scope of the OH&S management system			
4.4	Defining, implementing, and maintaining OH&S management system			
5. Leadership and Worker Participation				
5.1	Leadership commitment to lead and support the OH&S MS			
5.2	Creating and maintaining OH&S policy			
5.3	Assigning and communicating roles and responsibilities relevant to the OH&S MS			
5.4	Consultation and participation of workers			
6. Planning				
6.1	Actions to address risks and opportunities			
6.1.2	Hazard identification and assessment of risks and opportunities			
6.1.3	Determination of legal and other requirements			
6.2	OH&S objectives and planning to achieve them			
7. Support				
7.1	Ensuring the availability of resources necessary to implement and maintain the OH&S MS			
7.2	Ensuring personnel are competent based on education, training, and experience.			
7.3	Making sure employees are aware of the OH&S MS, including relevant policies, impacts, and roles.			
7.4	Communication plan			
7.5.1	Documented information - general			
7.5.2	Creating and updating documented information			
7.5.3	Control of documented information			
8. Operation				

Clause	ISO 45001:2018 Requirement	Yes	No	N/A
8.1. Operational planning and control				
8.1.1	Planning, implementing, and controlling processes to meet OH&S requirements.			
8.1.2	Elimination of hazards and reducing OH&S risks			
8.1.3	Management of change			
8.1.4. Procurement and contractors				
8.1.4.1	Ensuring that procurement criteria align with OH&S requirements			
8.1.4.2	Managing and controlling contractors to ensure alignment with OH&S standards.			
8.1.4.3	Ensuring outsourced processes are controlled in accordance with the OH&S system.			
8.2	Establishing and maintaining procedures for responding to potential OH&S emergencies.			
9. Performance Evaluation				
9.1.1	Establishing processes for monitoring, measuring, and evaluating OH&S performance.			
9.1.2	Assessing compliance with legal and other OH&S obligations.			
9.2	Internal Audit Program to assess the OH&S management system.			
9.3	Management review to ensure alignment with objectives and continual improvement.			
10. Improvement				
10.1	Committing to continual improvement of the OH&S MS and Corrective actions for achieving the intended outcomes of OH&S MS			
10.2 Incident, Nonconformity, and Corrective Action				
10.2.1	Addressing incidents and nonconformities, investigating causes, and implementing corrective actions			
10.2.2	Ensuring the corrective action process is followed to address root causes of nonconformities.			
10.3	Identifying opportunities and implementing measures for ongoing improvement in OH&S performance.			

4-ISO14001:2015 Checklist

Clause	ISO 14001:2015 Requirement	Yes	No	N/A
4. Context of the Organization				
4.1	Understanding the organization and its context			
4.2	Understanding the needs and expectations of interested parties			
4.3	Determining the scope of the environmental management system (EMS)			
4.4	Defining, implementing, and maintaining Environmental management system and its processes			
5. Leadership				
5.1	Leadership commitment to lead and support the EMS			
5.2	Creating and maintaining Environmental policy			
5.3	Assigning and communicating roles and responsibilities relevant to the EMS.			
6. Planning				
6.1.1	Actions to address risks and opportunities			
6.1.2	Environmental aspects			
6.1.3	Compliance obligations			
6.1.4	Planning action			
6.2.1	Environmental objectives			
6.2.2	Planning actions to achieve environmental objectives			
7. Support				
7.1	Ensuring the availability of resources necessary to implement and maintain the EMS			
7.2	Ensuring personnel are competent based on education, training, and experience.			
7.3	Making sure employees are aware of the EMS, including relevant policies, impacts, and roles.			
7.4	Communication plan			
7.5.1	Documented information - general			
7.5.2	Creating and updating documented information			

Clause	ISO 14001:2015 Requirement	Yes	No	N/A
7.5.3	Control of documented information			

8. Operation

Clause	ISO 14001:2015 Requirement	Yes	No	N/A
8.1	Planning, implementing, and controlling processes needed to meet EMS requirements.			
8.2	Establishing and maintaining procedures for responding to potential environmental emergencies.			

9. Performance Evaluation

Clause	ISO 14001:2015 Requirement	Yes	No	N/A
9.1.1	Establishing processes for monitoring, measuring, and evaluating EMS performance.			
9.1.2	Evaluation compliance with legal and other Environmental obligations.			
9.2	Internal Audit Program to assess the EMS			
9.3	Management reviews the EMS to ensure it remains suitable, adequate, and effective.			

10. Improvement

Clause	ISO 14001:2015 Requirement	Yes	No	N/A
10.1	Committing to continual improvement of the EMS and Corrective actions for achieving the intended outcomes of EMS			
10.2	Addressing instances of nonconformity and implementing corrective actions.			
10.3	Identifying opportunities for continual improvement to enhance environmental performance.			

Additional Considerations:

	Yes	No	N/A
Incorporate the life cycle perspective when identifying environmental aspects and when designing controls for operations.			
Ensure that suppliers and contractors comply with the organization's EMS requirements, especially for significant environmental aspects.			

5-ISO 9001:2015 Checklist

Clause	ISO 9001:2015 Requirement	Yes	No	N/A
4. Context of the Organization				
4.1	Understanding the organization and its context			
4.2	Understanding the needs and expectations of interested parties			
4.3	Determining the scope of the quality management system (QMS)			
4.4	Defining, implementing, and maintaining Quality management system and its processes			
5. Leadership				
5.1.1	Leadership commitment to lead and support the QMS			
5.1.2	Customer focus			
5.2.1	Establishing the quality policy			
5.2.2	Communicating the quality policy			
5.3	Assigning and communicating roles and responsibilities relevant to the QMS.			
6. Planning				
6.1	Actions to address risks and opportunities			
6.2	Quality objectives and planning to achieve them			
6.3	Planning of changes			
7. Support				
7.1.1	Ensuring the availability of resources for QMS effectiveness.			
7.1.2	Providing adequate human resources.			
7.1.3	Establishing the necessary infrastructure for product/service conformity.			
7.1.4	Providing an appropriate work environment for process operation.			
7.1.5.1	Ensuring measurement resources are suitable for monitoring and measurement activities.			
7.1.5.2	Calibrating and verifying monitoring and measuring equipment for accuracy.			
7.1.6	Determining and maintaining the knowledge needed to operate processes and meet conformity.			

Clause	ISO 9001:2015 Requirement	Yes	No	N/A
7.2	Ensuring personnel are competent based on education, training, and experience.			
7.3	Making sure employees are aware of the QMS, including relevant policies, impacts, and roles.			
7.4	Communication plan			
7.5.1	Documented information - general			
7.5.2	Creating and updating documented information			
7.5.3	Control of documented information			
8. Operation				
8.1	Planning, implementing, and controlling processes for product/service conformity.			
8.2.1	Customer communication			
8.2.2	Determining requirements for products and services			
8.2.3	Review of requirements for products and services			
8.3.1	Design and development of products and services - general			
8.3.2	Design and development planning			
8.3.3	Design and development inputs			
8.3.4	Design and development controls			
8.3.5	Design and development outputs			
8.3.6	Design and development changes			
8.4.1	Control of externally provided processes, products, and services			
8.4.2	Type and extent of control of external provision			
8.4.3	Information for external providers			
8.5.1	Control of production and service provision			
8.5.2	Identification and traceability			
8.5.3	Property belonging to customers or external providers			
8.5.4	Preservation of products			
8.5.5	Post-delivery activities			

Clause	ISO 9001:2015 Requirement	Yes	No	N/A
8.5.6	Control of changes			
8.6	Release of products and services			
8.7	Control of nonconforming outputs			
9. Performance Evaluation				
9.1.1. Monitoring, measurement, analysis, and evaluation				
9.1.1	Establishing methods to monitor, measure, and analyze QMS performance.			
9.1.2	Customer satisfaction			
9.1.3	Analyzing data to evaluate performance and effectiveness of the QMS.			
9.2	Internal audit program to assess the QMS.			
9.3	Management review the QMS to ensure alignment with strategic objectives.			
10. Improvement				
10.1	Committing to continual improvement of the QMS and Corrective actions for achieving the intended outcomes of QMS			
10.2	Addressing nonconformities and implementing corrective actions.			
10.3	Identifying and implementing improvements to enhance quality and performance.			
Additional Considerations:				
Gathering customer feedback, analyzing market trends, and using the QMS to drive product or service innovation that enhances Customer satisfaction.				
Leverage digital tools and technologies, such as **AI, IoT, and advanced analytics**, to enhance the quality management system				

Instructions for Use:

1. **Mark Compliance**: For each requirement, mark "Yes," "No," or "N/A" based on the current implementation status of your EMS.

2. **Identify Action Items**: For "No" responses, outline specific action plans to address gaps in compliance.

3. **Continuous Review**: Periodically update this checklist to ensure ongoing adherence to ISO standards.

Prepared by/ Mohamed Abdelhakim Mohamed