



MOM/OSHD/2022-01

To: All WSH Auditing Organisations, WSH Auditors and Other Interested Persons

1 Apr 2022

Auditing Requirements for Safety and Health Management System

The WSH (Safety and Health Management System and Auditing) Regulations sets out the types of workplaces that are required to have their safety and health management systems (SHMS) periodically audited by an external auditor¹.

2. The Ministry of Manpower (MOM) is sending out this circular to remind the Auditing Organisations (AOs) and their auditors that are accredited by the Singapore Accreditation Council (SAC), as well as occupiers of these workplaces, on the audit requirements for such mandatory SHMS audits.

3. Perform Audits based on Latest Criteria

a) Stay updated on the latest audit criteria and transition timelines. Ensure audits are performed based on the latest applicable criteria as follow:

Scope	Current Audit Criteria	Upcoming Revision, if any
Construction worksite with a contract sum of \$30M or more	Requirements for the Construction Safety Audit Scoring System (ConSASS), 2020 version	Nil
Factory engaged in the manufacturing of fabricated metal products, machinery or equipment and in which 100 or more persons are employed	Requirements on the Implementation of Safety Management System for the Metalworking Industry (also known as Guidelines on the Implementation of Safety Management System for the Metalworking Industry), 2001 version	To audit based on 2021 version with effect from 11 Oct 2022
Oil refinery or petrochemical plant / semiconductor wafer fabrication plant / chemical manufacturing plant / pharmaceutical plant / bulk storage terminal	SS 651:2019 (Safety and Health Management System for the Chemical Industry – Requirements with Guidance for Use)	Nil

¹ Refer to Third Schedule of the WSH (Workplace Safety and Health Management System and Auditing) Regulations

Shipyard in which 200 or more persons are employed	Workplace Safety & Health Requirements for Marine Industries (also known as Workplace Safety & Health Manual for Marine Industries), 2017 version	Revision of audit criteria in progress
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- b) Take note that the Guidelines on the Implementation of Safety Management System for the Metalworking Industry 2001 version had been updated to the 2021 version, to align with ISO 45001:2018, and this was launched on 11 Oct 2021. Mandatory SHMS for metalworking factories must be audited based on the revised version from 11 Oct 2022 onwards.

4. Conduct Audits Professionally and Objectively

- a) Auditors must be professional and objective when performing audits. A Code of Ethics provides an ethical framework for organisation to manage and demonstrate the accountability of the organisation to their customers and stakeholders. AOs can take reference from SAC Guidance 01 - Guidelines on Code of Ethics, which is meant to complement the integrity and impartiality requirements in SAC CT 17.
- b) MOM recently fined and suspended two auditors for not exercising due diligence when performing mandatory audits. They were not physically on site during the audits and they assigned audit scores even when there was no evidence to support conformances. SAC also suspended the AO involved for not maintaining a standard of practice that complied with their accreditation criteria SAC CT01A and SAC CT17.
- c) MOM and SAC will take stern actions against auditors and AOs who do not conduct audits in a professional manner. MOM will also take action against Occupiers of workplaces that, where required, do not engage SAC-accredited AOs to conduct mandatory SHMS audits.

Yours faithfully,



SEBASTIAN TAN
for COMMISSIONER FOR WORKPLACE SAFETY AND HEALTH
OCCUPATIONAL SAFETY AND HEALTH DIVISION
MINISTRY OF MANPOWER

DISTRIBUTION (via email)

- Association of Process Industry
- Association of Safety Auditing Firms (ASAF)
- Association of Singapore Marine Industries (ASMI)
- Bedok Safety Group (Manufacturing)
- Chemical Industries Employees' Union
- Metal Industries Workers Union
- Occupational & Environmental Health Society
- Singapore Accreditation Council (SAC)
- The Singapore Contractors Association Limited (SCAL)
- Singapore Chemical Industry Council (SCIC)
- Singapore Institution of Safety Officers (SISO)
- Singapore Manufacturing Federation (SMF)
- Singapore Metal and Machinery Association
- Singapore National Employers Federation (SNEF)
- Society of Loss Prevention
- United Workers Of Petroleum Industry
- Waste Management & Recycling Association of Singapore (bulk storage of chemicals)
- [List of SAC accredited WSH auditing organisations and WSH Auditors](#)