

## Information to the Certification Body Quality Austria

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According to the accreditation regulations, OH&S certified clients shall inform the competent Certification Body, without delay, of the occurrence of a serious accident (excluding commuting accidents to and from work), incident or breach of regulation (cf. **GTC, XIII Rights and obligations of holders of a qualityaustria certificate and certification mark**) necessitating the involvement of the competent regulatory authority.

Quality Austria – as the accredited Certification Body – is obliged to evaluate this information related to the **OH&S MS** and to decide on the further procedure (no action required, special audit, etc.) on basis of a risk assessment (IAF MD 22, G 8.5.3 as amended)

**OH&S MS** = **O**ccupational **H**ealth and **S**afety **M**anagement **S**ystem

<b>Name of the company:</b>			
Certified acc. to	<input type="checkbox"/>	ISO 45001:2018	<input type="checkbox"/>
Report created by			
In the function of:			
Contact information for response			
Informed on (date):			

OH&S MS relevant outcome: (Please check the relevant box)				
<input type="checkbox"/>	<b>Serious incident</b> , necessitating the involvement of the competent regulatory authority If you are unsure whether or not the occurrence is a serious reportable incident, please contact your auditor or <a href="mailto:office@qualityaustria.com">office@qualityaustria.com</a>			
<input type="checkbox"/>	Serious breach of legal compliance in the area of occupational health and safety	<input type="checkbox"/>	yes <input type="checkbox"/>	no
	Is there a possibility of an administrative penalty?	<input type="checkbox"/>	yes <input type="checkbox"/>	no
	Legal proceedings are already pending	<input type="checkbox"/>	yes <input type="checkbox"/>	no
	A court ruling has already been issued on this matter	<input type="checkbox"/>	yes <input type="checkbox"/>	no
Short description incl. outline of the impact on the existing OH&S MS				
Date of incident:				
<input type="checkbox"/>	Instead of the short description, a description of the incident can be found in the Appendix			

Note: For reasons of data protection reasons, please make sure not to include full names in the description.

## SELF ASSESSMENT:

Impact on / affected by the <b>OH&amp;S MS</b>			
<input type="checkbox"/>	Based on an internal root cause analysis, a complete or partial failure of the <b>OH&amp;S MS</b> was identified as the cause of the incident related to OH&S.		
<input type="checkbox"/>	Based on an internal root causes analysis, no or only a minor impact of the <b>OH&amp;S MS</b> can be identified as cause of the incident related to OH&S.		
<input type="checkbox"/>	Are changes made to the <b>OH&amp;S MS</b> , based on a methodical analysis of the incident related to OH&S? If "yes", what kind of changes are there? <small>(in keywords)</small>	<input type="checkbox"/> yes	<input type="checkbox"/> no

**I hereby confirm the accuracy of the above information**

Place; Date

Name, Signature  
(Signature not required in email)

<b>To be completed by QUALITY AUSTRIA only:</b>	
Risk assessment conducted by the <b>qualityaustria</b> product manager	
<input type="checkbox"/>	There is no or only a very minor impact on the <b>OH&amp;S MS</b>
<input type="checkbox"/>	There is a minor negative impact on the <b>OH&amp;S MS</b>
<input type="checkbox"/>	There is a moderate negative impact on the <b>OH&amp;S MS</b>
<input type="checkbox"/>	There is a significant negative impact on the <b>OH&amp;S MS</b>
Actions to be taken, based on the risk assessment ( <b>qualityaustria</b> product manager, if necessary, in cooperation with the lead auditor or expert)	
<input type="checkbox"/>	Need to be audited in the next <b>OH&amp;S MS</b> audit
<input type="checkbox"/>	<b>OH&amp;S MS</b> special audit is required
<input type="checkbox"/>	Withdrawal of the <b>OH&amp;S MS</b> certificate is required
<input type="checkbox"/>	Other actions to be taken (e.g. postponing the decision until the labor inspectorate report is available, etc.)

**I hereby confirm that a risk analysis and risk assessment have been carried out:**

Place; Date

Name, Signature  
(Signature not required in email)