WORKING MATERIAL 2.7 · CHAPTER 2 — THE OPERATIONAL PERSPECTIVE · SETTING: CARTAGENA, COLOMBIA

Health and Safety in a Small Business: Assessing Hazards Without an In-House Specialist

Source: Francesco Dore, The Helm and the Lens, Volume 9a — The Small Property, subchapter 2.7 (book page 287)

GUIDING QUESTION

Where in your property could someone be hurt tomorrow, and how do you know? And if someone asked today for your hazard assessment, would it describe the house in which your people actually work?

1 · Verification Pact: market claims against the standard

Copied from the book. The last column is for your property: what holds here, and how you know it.

What is claimed	Binding?	What actually holds	In our property
Small properties are too small for a hazard assessment	No	ISO states that ISO 45001 suits organisations of all sizes; local law decides the legal duty	
A completed template is enough	Only partially true	Hazards of the organisation's own activities must be identified (ISO 45001); a template is an aid	
An assessment is done once	No	Effectiveness is evaluated (6.1) and planned changes are controlled (8.1)	
A risk matrix is prescribed	No	The common text prescribes no method (6.1)	
Workers only need to be told the results	No	ISO 45001 requires consultation and participation of workers	
Paying the insurer settles expert support	Only partially true	Which support applies, and in what form, is set by local law and chosen by the employer	
An OH&S system to ISO 45001 identifies hazards	Yes	Hazard identification is a requirement of ISO 45001:2018	

2 · Common mistakes — a self-check

Tick each mistake you recognise in your own property, and note where it shows.

☐ Ticking a template without walking through the house.

☐ Assessing rooms instead of activities: the stairs are fine; what is carried on them is not.

☐ Leaving the assessment untouched after a change such as in-sourcing the laundry.

☐ Marking measures as present without ever checking them.

☐ Hearing staff warnings and not writing them down.

☐ Writing only a rule for staff where the cause could be removed.

☐ Assuming expert support comes automatically with an insurance premium.

☐ Relying on what colleagues say about the rules instead of confirming them locally.

3 · A Checklist for Assessing Hazards Without a Specialist

The book's checklist, with a column for your own answer.

Question	Why it matters	Our answer
Does our assessment describe the house as it works today?	A template describes the average of all houses and none of them	
Are hazards assessed by activity, not only by room?	The danger lies in what is done in the room	
Did staff take part in the last walk-round?	ISO 45001 requires consultation and participation of workers	
Does every measure have an owner, a date and an effectiveness check?	Effectiveness must be evaluated (6.1)	
Was the assessment extended after our last change in operations?	Planned changes are controlled (8.1)	
Do we know who advises us and on what local basis?	Size decides the form of help, not whether hazards must be known	

4 · What would show this is working

Questions drawn from the subchapter's reading of the standards and its practical application. Clause numbers in brackets point to the harmonized structure or the standard the subchapter names; where the evidence lives, and the sheets named, are this book's method, not a requirement of any standard.

Question	Where the evidence lives	Seen?
Was the hazard walk-round made at working time, with staff, and their remarks recorded (ISO 45001:2018, participation)?	The dated walk-round notes	☐
Is there one sheet per activity the house actually performs?	Activity sheets: rooms, laundry, breakfast, reception, maintenance, working alone	☐
Does each line state what can happen, how serious, the measure, who and by when (6.1)?	The activity sheets	☐
Were causes removed before rules were written?	Repair and purchase records; the order of measures on the sheet	☐
Has each line been closed only after a later walk showed the measure worked?	The effectiveness column, with the date of the later walk	☐
Are reassessment triggers printed on every sheet, and a note kept of how staff were counted and who advises the house (8.1)?	The foot of each activity sheet	☐

> *What this sheet is not: no management-system standard prescribes this form, and filling it shows conformity with nothing. It is a working aid drawn from the book; the standards' own texts govern the real case, and legal duties are established with competent local expertise. Independent material; not affiliated with or endorsed by ISO or any certification, accreditation or scheme-owning body. The standards' own texts prevail; legal duties must be confirmed locally.*