

First Steps When Choosing a Safety and Occupational Health Management System at Your Organization

Choosing a safety and occupational health management system (SOHMS) best suited to your organization can be a trying endeavor. Your organization must consider safety and health (S&H) needs, organizational priorities and goals, and what you hope to achieve with SOHMS implementation. Use this one pager to help choose the SOHMS model best suited for your organization!

REVIEW AND INVESTIGATE SOHMS OPTIONS

Some Department of Defense (DoD) Services and Agencies, and even individual Commands, set their own SOHMS criteria and expectations for you to follow. Others decide to follow a nationally or internationally recognized SOHMS model. Determine if your leadership or headquarters Command requires a specific SOHMS – it could make your selection easier!

Examples of SOHMS Models Used within the DoD			
<u>Occupational Safety and Health Administration (OSHA) Voluntary Protection Programs (VPP)</u>	<u>International Organization for Standardization (ISO) 45001, Occupational Health and Safety Management Systems (OHSMS)</u>	<u>American National Standards Institute (ANSI)/American Society of Safety Professionals (ASSP) Z10.0, OHSMS</u>	<u>Federal Aviation Administration (FAA) Safety Management System (SMS)</u>
Service-specific (e.g., <u>Army Safety and Occupational Health Management Systems (ASOHMS)</u> /Corps of Engineers [CE]-SOHMS, Air Force SMS)			

When a model has been chosen for you: prepare to implement whatever SOHMS model your Service, Agency, or Command requires.

When you need to select a model: refer to the following information to help select the SOHMS best suited for your organization. Familiarize yourself with each SOHMS model by reviewing their websites and exploring the [SMCX website](#). Many of the SOHMS models are similar; however, there are differences. Look at the specific criteria to determine if the SOHMS supports your organizational goals and priorities. Consider reaching out to other organizations who have successfully implemented a specific SOHMS to discuss implementation, possible obstacles, and the benefits experienced.

DETERMINE ORGANIZATIONAL GOALS AND PRIORITIES

Think about your organization's goals for a SOHMS. What are you trying to accomplish?

Do you simply want to have a SOHMS in place? Do you want to emphasize employee involvement? Do you want to seek formal recognition from a third party? Will a SOHMS be a priority at your organization? Is integrating S&H into other business processes a priority? Does the SOHMS model and expectations align with your strategic plan?

Knowing what you want to accomplish will help you choose the SOHMS model best aligned with your organization's aspirations.

REVIEW BUDGET AND RESOURCES

Evaluate your organization's budget and available resources prior to selecting a SOHMS.

What do you need to implement a SOHMS? What resources are already in place? Do you have enough personnel to lead SOHMS efforts? Will the SOHMS require additional training? How much time will you allocate to completing SOHMS-related tasks? Does the budget need revised?

Share funding and resource data with leadership and organizational management.



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DETERMINE THE SCOPE OF THE SOHMS

Determine the scope of SOHMS implementation. Look at the overall mission and operations within each work area or facility.

Will different missions impact the SOHMS? Does your organization have locations in different counties, states, or countries? If so, will the SOHMS include these geographically separated facilities, or will they implement their own SOHMS? Who do you expect to lead your SOHMS efforts, especially if your facilities have different locations? How do you expect to get information and data from these locations?

HOLD A LEADERSHIP/MANAGEMENT REVIEW AND MOVE FORWARD

Schedule a meeting with leadership, management, and other key players to discuss SOHMS possibilities. Key players may include: S&H staff, facility managers, industrial hygiene staff, S&H trainers, bargaining unit representatives, environmental staff, resource managers, and supervisors from different work areas in your organization.

Discuss the highlights and benefits of each SOHMS model, why it would have a positive impact on your organization's S&H programs and culture, and any additional resources you may need to implement the criteria. Be upfront about the potential obstacles and concerns for implementing the SOHMS criteria. Be prepared to discuss the possibility of using different SOHMS models, if needed.

Work with leadership to make a final decision on the SOHMS model your organization will implement. Once leadership makes the final decision, you can move forward and start implementing your SOHMS!

For more information on making a case for and implementing a SOHMS, see the SMCX one pagers:

***“The Case for a SOHMS”
“First Steps When Implementing a SOHMS”***

For additional information on the SMCX's services, please visit the SMCX-hosted website at: <https://www.smcx.org/>.