

MANAGING SAFELY

UT-OGI-072

COURSE AIM

To be able to understand the responsibilities as a Manager.

The overall aim of this course is for candidates to acquire knowledge and practical skills to manage competently, the health & safety issues at their workplace and to international accredited levels.

LEARNING OBJECTIVES

At the end of the course, delegates will be able to:

- Apply basic management principles and practices to health & safety issues as part of a total business strategy
- Set practical health and safety objectives, plan and implement courses of action to achieve those objectives
- Recognize safety and health hazards present in the workplace
- Ensure adequate information, training and supervision is provided
- Investigate incidents and take remedial action
- Understand and implement their legal responsibilities

COURSE CONTENT

The course comprises of seven core modules delivered over 3 days.

- Principles of accident prevention
- The costs of accidents
- Common and statute law (UK Based)
- Health and safety management systems
- Safety management models and risk management
- Workplace hazards, such as fire, electricity, COSHH, noise and work equipment
- Accident causation and investigation
- Effective communications
- Audit and review

WHO SHOULD ATTEND?

The course is designed for anyone;

MANAGER / SUPERVISOR/ TEAMLEADER

- Who has responsibility for “managing” in occupational health & safety
- Who wants to achieve worldwide recognized certificate in health & safety



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ASSESSMENT & CERTIFICATION

This course is assessed by:

1. A short written/objective multiple-choice paper.
Delegates who attend and successfully complete both the practical and written assessments
2. A workplace based written assignment in English.
Practical assessment: workplace-based assignment (within 2 weeks)
Certificate will issue: minimum 70% pass grade

Note: If the assessments are not completed, the re-assessment will be done within 20 days.

LEARNING OPTIONS

3 Days Training (22 Hours included exam)

- Full Time Training (face to face)
- Examination / Knowledge Assessment (Final day)
- Workplace based assignment (in English)

CLASS SIZE

Maximum 20 delegates

PRE-REQUISITES

- 1) NRC / passport scan copy
- 2) 2 passport size photos

VALIDATION OF CERTIFICATE

3 Years Validity with ISOH approved certificate

WHAT IS INCLUDED?

- Course materials
- PPE provided (if required)
- Writing pad & pen
- Refreshments

FEES INCLUDED?

- Training fees
- Exam fees
- Certificate fees
- Course Book

CONTACT:

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Business Development Team

Commercial Department



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