

# WORKING SAFELY

**UT-OGI-071**

## COURSE AIM

To be able to understand the importance of working safely.

- Aims to give everyone at work a grounding in the essentials of safety and health.
- Gain understanding of why they must “work safely” and does in an enjoyable way.

## COURSE CONTENT

The course comprises of five core modules delivered 1 day.

- Introducing work safely
- Defining hazard and risk - Risk assessment; Controlling risk; Hazard spotting
- Identifying common hazards - Access and egress, Asbestos, Bullying, Confined spaces, Display screen equipment (DSE), Electricity, falls from height, Fire, Hazardous substances, Housekeeping, Human factors, Lighting, Manual handling, Noise, Slips and trips, Stress, Temperature, Vehicles and workplace transport, Vibration, Violence and abuse, Welfare, Work equipment.
- Improving safety performance - Your responsibilities, Your organization's responsibilities
- Protecting our environments

## WHO SHOULD ATTEND?

The course is designed for the staff;

Anyone – and everyone – in a working role who wants to learn the basics of safety and health.

- who are exposed to common workplace hazards
- who need a basic health and safety awareness course.

## COURSE FORMAT

Delegates each receive a comprehensive training manual and the support of a highly qualified and experienced trainer throughout the course.

## LEARNING OPTIONS

### **1 Day Training** (6 Hours included exam)

- Full Time Training
- Examination / Knowledge Assessment



## 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 / Multiple-choice hazards spotting exercise

## CLASS SIZE

Maximum 20 delegates

## PRE-REQUISITES

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

## VALIDATION OF CERTIFICATE

No 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

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