



## Managing Health and Safety in The Work Training Course



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## Introduction

Health and Safety in the Workplace is designed to equip those in managerial and supervisory roles with the necessary knowledge and understanding to promote health and safety within their organization. Participants will learn how safety management can drive down costs and enhance profits by preventing workplace incidents and improving overall safety performance.

The workplace health and safety management course emphasizes that while health and safety technology and procedures are crucial, more is needed on their own to achieve continual improvements in health and safety outcomes.

Personnel must be equipped with a comprehensive understanding of potential risks and the foundation of health and safety practices to minimize such risks. Topics covered in the workplace health and safety management course include safety management, safety culture, workplace equipment, hazardous agents, and legislation, fostering an essential health and safety foundation for all attendees.

## What is a Safety Course?

A safety course is designed to provide foundational knowledge and skills in health and safety management. Participants will learn how to identify and mitigate risks, comply with safety legislation, and foster a positive health and safety culture within their organization.

This course serves as essential health and safety training, laying a solid foundation in health and safety principles. Participants will leave equipped with critical tools and knowledge to apply in their roles, enhancing the safety management training course experience for immediate practical application.

## Targeted Groups

Managers, supervisors, and safety professionals will benefit from this workplace health and safety management course by sharpening their abilities to fulfill their health and safety responsibilities effectively and to ensure safety in workplace operations.

## Course Objectives

By the end of this workplace health and safety management course, participants will be able to:

- Define the sources of harmful acts.
- Acknowledge that safety is a collective responsibility.
- Determine that accidental injuries result from unsafe acts, behaviors, and conditions.
- Conduct a job safety analysis and give relevant safety instructions.
- Perform an accident investigation and compile a comprehensive report.
- Manage various workplace accidents and emergencies competently.

## Targeted Competencies

Participants in the workplace health and safety management course will develop competencies in:

- Health and safety management systems.
- Safety legislation.
- Cultivating a health and safety culture.
- Managing work equipment hazards and controls.
- Controlling hazardous agents.

## Course Content

### Unit 1: Definitions and Overview

- Understanding accident, safety, and health.
- World Health Organization WHO and OSHA standards.
- Threshold limit values.

### Unit 2: Industrial Hygiene

- Recognizing types of hazards.
- Implementing control methods.
- Managing accident costs and reporting.

### Unit 3: Job Safety Analysis JSA

- Objectives of JSA.
- Uses and benefits of JSA.
- JSA procedures.
- Documentation of JSA findings.

### Unit 4: Accident Investigation, Reporting, and Prevention

- Causes of accidents.
- Impact and costs of accidents.
- Efficient reporting mechanisms.
- Strategies for accident prevention.

### Unit 5: Management of Health and Safety

- Planning for safety.
- Organizing safety initiatives.
- Leading safety efforts.
- Controlling safety procedures.



## **Unit 6: Proper Behavior in Case of an Accident**

- Types of work-related accidents.
- First aid essentials.
- Cardio-pulmonary resuscitation CPR.
- Emergency response procedures.

## **Unit 7: Safety Audit**

- Importance of safety audits.
- Benefits of conducting safety audits.
- Potential consequences of neglecting safety audits.

## **Unit 8: Ergonomics and Good Posture**

- Identifying bad habits.
- Adverse effects on health and productivity.
- Corrective measures for better posture.