



Training Course

泰致德专业技术服务公司培训课程

NEBOSH International General Certificate
& IOSH Managing Safely

IOSH is the Institution of Occupational Safety & Health, IOSH and NEBOSH are related organizations. This exam is marked by Safety Solutions and verified by IOSH).

NEBOSH qualifications are recognized and respected by employers in all sectors of the economy and provide the benchmark standard against which others are compared. They are offered by over 400 course providers throughout the UK and overseas.

NEBOSH was the first health and safety awarding body to have been given accreditation by the government's Qualifications and Curriculum Authority (QCA). You can therefore be assured that a NEBOSH qualification provides evidence of real achievement.

Teams of professionally qualified examiners, moderators and assessors, overseen by an Advisory Committee of eminent people from national institutions, work hard to ensure that NEBOSH qualifications maintain their deserved reputation for excellence.

1. IOSH MANAGING SAFELY CERTIFICATE AND NEBOSH INTERNATIONAL GENERAL CERTIFICATE IN OCCUPATIONAL SAFETY & HEALTH

1.1 Principles & Practice

This is an International Certificate that will enable students as well as professionals in the oil/gas/LNG as well as those in construction, retail, hotels, airports, government etc organizations to achieve improved safety performance, work to international safety & health, fire safety and emergency standards. The Course is certificated by NEBOSH (National Examination Board in Occupational Safety & Health) – the leading professional safety examination body in the world.

1.2 The qualification for 12 days consisting of:

STEP 1:

The first 5 days to focus on 'Principles of Health & Safety'. Delegates will then sit the **IOSH Managing Safely Exam**, Delegates pass the exam will be issued an IOSH "managing safely" Certificate.

STEP 2:

The next 7 days will focus on the 'Practice of Health & Safety'. Delegates from STEP 1 can continue to STEP 2 OR some may decide to finish just with the IOSH. The IOSH exam is a good confidence booster for delegates. There is an exam after Day 12 – both practical and written in accordance with NEBOSH rules.

2. COURSE AGENDA

2.1 Intended Learning Objectives:

At the end of this Course, attendees shall be able to benefit their current or prospective companies and themselves by being:

- able to identify significant hazards and be able to record these through Inspections
- Be able to communicate the significant hazards and associated risks to team members and managers
- Be able to write and communicate a Management Report
- Devise ways of proactively and reactively prevent accidents and incidents as well to be able to investigate accident/incident causes

- Be able to write Reports on preventing future accidents/incidents and be able to present findings to group members
- To be able to assist in maintaining a positive Safety Culture
- To be able to assist to implement and continuously improve Occupational Safety & Health Management Systems as well as Quality and Financial Performance

2.2 Arrangements

TOPIC 1 Health & Safety Management Systems ~ principles & systems

- Key challenges in managing safety and health
- ILO Occupational Safety & Health Management System (ILO-OSH MS 2001) and its application to companies, OHSAS 18001
- HSE's Successful Health and Safety Management (HSG 65) & OHSAS 18001 as well as Quality Management and improving Job Performance
- The Safety & Health Policy ~ how to write and implement Part I, II & III
- Method Statements & Safe Systems of Work for hazardous activities and how they differ from a Health & Safety Policy
- Safety Culture – how to create and promote in your area of work
- Emergency Procedures on & off-shore
- Competent Safety Adviser
- Risk Assessment: Identifying hazards and risks (quantitative and qualitative)
- Different approaches to Risk Assessment
- HAZOPS
- HAZANS
- QRA
- Project Management
- Safety in Design: Case study on the Flixborough disaster
- 'To Engineer is Human' (video)
- Office Safety

TOPIC 2 & 3 Control of Substances Hazardous to Health

- COSHH regulations (ILO)
- Health Surveillance
- Records
- Environmental Monitoring Methods
- OEL's-HSE Guidance Note EH40 & ILO equivalent
- Classification of dangerous substances
- Chemical Hazards
- Toxic hazards in industry
- Chemicals (Hazard information and Packaging) (CHIP)-
- Handling, storage and transportation of hazardous substances
- Health Hazards
- Causes and control
- Toxicity
- Asbestos and other dust hazards
- Legionella
- Lead
- Noise and vibration-reduction measures-noise induces hearing loss
- Ionising Radiation

- Manual Handling Regulations-manual handling of articles, substances and people-use of mechanical aids-reducing the risk of back and related injuries
- Personal Protective Equipment

TOPIC 4 Fire Protection and Emergency Response

- How can we prevent fires and electrical accidents?
- Basic electrical safety-portable appliances-reduction of electrical risk-transformers; testing and inspections
- Fire precautions and prevention-classification of fires-fire spread-fire resistance-other emergency procedures-fire fighting equipment-fire safety training-action in the event of fire & means of escape-Highly Flammable Liquids and Liquefied Petroleum Gases Regulations (ILO equivalent) - safety signs
- Emergency Evacuation Procedures
- Business Continuity following a fire or explosion
- Qualified First Aiders- Appointed Persons-training-principles of first aid-treatment for electric shock-emergency action
- Investigating accidents-preparation and submission of reports-insurance aspects-use of external reports-road accidents and police investigations-hierarchy and theories of accident prevention--reporting-major injuries-types of dangerous occurrences
- Making industry and oil/LNG/gas sector safer: lessons for individuals and teams

TOPIC 5 Enforcement, Training & Information

- Enforcement of health and safety by Supervisors and Advisers
- Requirements to train and inform-information storage and retrieval systems-sources of information-methods of communication-promoting health and safety in the workplace
- Explanation of the practical examination-identifying hazards-Risk elimination or reduction-report to management

TOPIC 6 & 7 Machinery Hazards and Control Measures

- Provision and Use of Work Equipment Regulations -machinery hazards and safeguarding (BS5304)-ergonomics-mechanical and mobile handling, cranes and fork-lift-trucks
- The Workplace -traffic routes on company premises-health and welfare provision-ventilation-maintenance activities: developing safe systems of work and permits-to-work systems (work maintenance)
- Duties of clients, planning supervisors, contractors and sub-contractors
- Error in Design (Trevor Kletz)
- Case Studies of design failures and design risks (P-36 oil Platform , P-34 oil Platform, Chernobyl, Bhopal etc)
- Oil Platform disaster case study: Piper Alpha
- Gas Explosion disaster: Longford, Australia
- Construction Regulations (ILO) - construction hazards- risk assessments-site safety above, below and at ground level-excavations, scaffolds, roof work-underground services-protection of the public-demolition and hazards of nearby structures
- Construction, Design & Management-employing and controlling contractors-client responsibilities-planning supervisors functions-safety-file, safety-plans - principal contractor-lifting methods and tackle-slinging-access and access equipment-mobile access towers

IOSH EXAM

TOPIC 8 RECAP

DAY 1-5 & Introduction to NEBOSH Exam Techniques & Sample Exam Questions

TOPIC 9 Introduction to Implementing Health & Safety Management Systems

- Recap Day 1-5
- Initial Status Review (ISR)
- Health & Safety Policy under OHSAS 18001
- Health & Safety Planning
- Implementation & Operation
- Checking & Corrective Action
- Management Review
- Continual Improvement
- NEBOSH Certificate Exam (Exam Questions examples)

TOPIC 10 Monitoring Safety Performance & reducing Accident Costs

- Checking and monitoring workplace safety standards-techniques-surveys-sampling-following up accident reports-hazards control-risk analysis-humanitarian legal and financial implications-property and equipment damage-safety management budgets-costs of prosecution-civil claims
- Accident cost analysis
- Examination preparation
- Applying the information from above to the attendee's area of work
- Writing a short Report on how they can improve hazard and risk control using Inspections
- Conducting a Risk Assessment of their area of work
- Developing Safe System of Work for a hazardous activity in the attendee's area of work
- Report Writing Skills
- Communication Skills
- NEBOSH Exam Question Practice

TOPIC 11 NEBOSH Practical Assessment

Requirements: candidates carryout an inspection of a workplace and make observations, identifying hazards and risks and considering realistic and cost effective measures to remedy these problems.

Duration: following the workplace inspection candidates have two hours to complete the observation sheet listing hazards identified action to be taken and priorities and costs.

TOPIC 12 Revision Day

This covers the course syllabus and prepares candidates for the written examinations-tutorials will be arranged during the programme for participants requiring assistance on a one to one basis. This Day will take the student through a range of possible exam questions.

EXAM DAY Written Examination

Exams in English

3. COMMERCIAL TERMS:

3.1 Course Price: RMB 24,000.00 Yuan / Per Person

3.1.1 Price Scope:

- 12 days Training
- 1 Day for Exam
- Course Material
- Classroom and training Tools
- Expenses for Instructor in and out of China
- Registration Fee both for IOSH and NEBOSH
- Lunch & Cookie

3.1.2 Exclusive expenses:

- Travel expenses for trainees to and from training location
- Accommodation expenses for training on training location;
- Meals during training period;
- IT and accommodation during training period;
- Any insurance involved in relative travel and training activities.

4. COURSE DATE & VENUE:

**Date: 3rd-15th , Aug, 2009 (Both days inclusive, one day break in between),
NEBOSH exam on 15th , Aug**

**Venue: Shenzhen, P.R. China,
Detailed to be determined one week before the course start**

SPECIAL NOTE:

Our average pass rate for previous NEBOSH IGC exam: 92%

Appendix 1: Some pictures taken from Previous courses



Feb-2007



Nov-2007



Nov-2008



