Introduction:

Safety is a primary concern for managers in every discipline, including office, industrial, and construction environments. Whether you're managing a team of office workers or overseeing a production process, maintaining a safe working environment is crucial to employee well-being and operational efficiency. The **IOSH Managing Safely** course empowers managers to understand the importance of safety, equips them with the knowledge to recognize potential hazards, and provides the tools needed to create a safe, legally compliant workplace.

While the course won't transform participants into safety experts, it provides a comprehensive foundation in safety management. The goal is to ensure that managers understand their responsibility for maintaining a safe environment, recognizing the relevance of safety issues, and knowing the techniques available to address them effectively.

Target Audience:

- **HSE Personnel**
- **Office Managers**
- **Production Process Managers**
- **Engineers in Maintenance**
- **Team Leaders**
- **Supervisors**

Course Objectives:

At the end of this course, participants will be able to:

1. Implement **workplace precaution hierarchies** to minimize risks.
2. Identify the **data and techniques** required to document incidents effectively.
3. Prepare and utilize **active monitoring checklists** for ongoing safety assessments.
4. Understand the components of a **recognized safety management system** and how to implement it.
5. Implement **environmentally friendly systems** alongside safety measures.
6. Assess and control **workplace risks**.
7. Understand and meet **legal responsibilities** related to workplace safety.
8. Investigate **accidents and incidents** and understand their root causes.
9. **Measure safety performance** and promote continuous improvement.
10. Develop and implement strategies to **protect the environment** from workplace hazards.

Targeted Competencies:

By the end of the course, participants will be proficient in:

- Understanding the **legal basis of safety** in the workplace.
- Implementing and evaluating **safety management systems**.
- Conducting both **active and reactive monitoring** to assess safety performance.
- Performing **risk assessments** and applying effective **risk control measures**.
- Fostering **environmental awareness** within the workplace.

Course Content:

Unit 1: Introduction and Assessing Risks

- Overview of the course and the importance of managing safety.
- Responsibilities of managers in maintaining a safe work environment.
- The **risk assessment process** and its importance in identifying hazards.

Unit 2: Controlling Risks and Understanding Responsibilities

- How to **reduce risks** through preventive measures.
- The **hierarchy of risk control**, from elimination to substitution and PPE.
- Understanding the **legal responsibilities** of managers regarding health and safety, including **civil law** and **criminal law**.
- The structure of **safety management systems** and how to implement them effectively.

Unit 3: Identifying Hazards

- Common workplace **hazards**, including physical, chemical, and environmental risks.
- **Hazard identification** techniques.
- **Video demonstrations** of real-world hazards and how to recognize them.

Unit 4: Investigating Incidents and Accidents

- The importance of investigating **incidents** and **accidents** to prevent recurrence.
- Understanding how **accidents** occur, their causes, and consequences.
- Conducting **investigations** and writing **reports** to document findings and corrective actions.

Unit 5: Measuring Performance and Environmental Protection

- Techniques for **active and reactive monitoring** of safety performance.
- Conducting **audits** and assessing the effectiveness of safety measures.
- Reviewing and preparing for **assessments** to measure learning and improvement.
- Incorporating **environmental protection** measures into safety management.

Understanding IOSH Managing Safely:

IOSH Managing Safely is an essential training course for managers and supervisors to understand their responsibilities and role in maintaining a safe work environment. It equips participants with the tools and knowledge to assess and manage workplace risks effectively.

Benefits of IOSH Managing Safely:

Participants who complete the **IOSH Managing Safely** course will:

- Be able to assess, manage, and mitigate workplace hazards and risks.
- Enhance their **safety culture**, ensuring a safer and more productive workplace.
- Meet **legal obligations** and ensure their company remains compliant with safety regulations.
- Make **safety-conscious decisions**, contributing to a healthier work environment.
- Understand the importance of **environmental protection** alongside safety initiatives.

Upon successful completion, participants will receive the **IOSH Managing Safely certificate**, a globally recognized qualification that demonstrates their expertise in health and safety management.