Introduction

Health and Safety in the Workplace is a comprehensive program tailored to empower managers, supervisors, and safety professionals with the knowledge and tools necessary to foster a safe and compliant work environment. This course emphasizes that effective safety management not only prevents workplace incidents but also contributes to cost savings and improved organizational performance by enhancing overall safety outcomes.

While technology and procedures play an integral role in workplace safety, they alone cannot achieve sustained improvements. This course focuses on equipping personnel with a deep understanding of potential risks and fundamental health and safety practices to minimize them. Key topics include safety management, fostering a positive safety culture, workplace equipment safety, hazardous agents, and legal compliance.

What is a Safety Course?

A **safety course** is a structured program designed to impart foundational knowledge and skills in health and safety management. Participants learn to identify risks, implement controls, comply with safety legislation, and cultivate a safety-focused organizational culture.

This training lays the groundwork for effective health and safety practices, offering actionable insights and techniques for immediate application in the workplace.

Target Audience

This course is ideal for:

- **Managers and supervisors** responsible for overseeing workplace safety.
- **Safety professionals** seeking to enhance their health and safety expertise.
- **Individuals in leadership roles** aiming to ensure safe and efficient operations.

Course Objectives

By completing this workplace health and safety management course, participants will be able to:

- Identify sources of harmful acts and unsafe conditions.
- Understand that safety is a shared responsibility across the organization.

- Recognize that workplace injuries often result from unsafe acts, behaviors, or conditions.
- Conduct job safety analyses and provide targeted safety instructions.
- Perform thorough accident investigations and compile detailed reports.
- Effectively manage workplace accidents and emergencies.

Targeted Competencies

Participants will develop competencies in:

- Implementing and maintaining health and safety management systems.
- Interpreting and complying with safety legislation.
- Cultivating and sustaining a positive health and safety culture.
- Managing workplace equipment hazards and controls.
- Addressing and controlling hazardous agents.

Course Content

Unit 1: Definitions and Overview

- Core concepts of accident, safety, and health.
- Standards set by the World Health Organization (WHO) and OSHA.
- Understanding threshold limit values.

Unit 2: Industrial Hygiene

- Identifying types of workplace hazards.
- Implementing effective hazard control methods.
- Managing accident costs and maintaining reporting mechanisms.

Unit 3: Job Safety Analysis (JSA)

- Objectives and significance of JSA.
- Benefits and practical applications of JSA.
- Step-by-step JSA procedures and documentation.

Unit 4: Accident Investigation, Reporting, and Prevention

- Identifying and analyzing accident causes.
- Understanding the financial and operational impacts of accidents.
- Establishing efficient reporting protocols.
- Strategies for proactive accident prevention.

Unit 5: Management of Health and Safety

- Planning and organizing safety initiatives.
- Leading safety programs and fostering a culture of safety.
- Monitoring and controlling safety procedures.

Unit 6: Proper Behavior in Case of an Accident

- Recognizing common workplace accidents.
- Essentials of first aid and CPR techniques.
- Emergency response planning and execution.

Unit 7: Safety Audit

- Importance of conducting regular safety audits.
- Benefits of audits in maintaining workplace safety.
- Risks associated with neglecting safety audits.

Unit 8: Ergonomics and Good Posture

- Identifying and addressing poor ergonomic habits.
- Understanding the impact of bad posture on health and productivity.
- Implementing corrective measures to promote good posture.