

Effective Safety and Health Committee

Do you know how to kick start a safety and health committee?
Want to be an effective safety and health committee?

Introduction

This training is intended to help committees and employers understand their responsibilities for establishing and maintaining healthy and safe workplaces. It is a detailed description of the legislation and covers the setting up of OSH Policy and an effective Safety & Health Committee. Terms used, such as "work together" or "should", do not necessarily mean that there is a legal requirement for the committee to do everything discussed. Legal requirements are partially listed in the Occupational Safety & Health Act 1994. Safety & Health Committee Regulations require the committee to perform specific tasks, such as promoting consultation and cooperation between management and workers in upgrading safety & health at work. The committee also needs to provide a two-way communication channel or dissemination of information on safety & health issues to enhance all management and workers' interest and motivation at work in safety & health.

Program Objectives

This training aims to:

- Provide a detailed understanding of Safety and Health Regulation and requirements on establishing safety & health policy
- Set-up an effective Safety and Health Policy and Committee
- Understand the functions/requirements of the Safety and Health Committee.

Learning Outcomes

At the end of this training, participants should be able to:

- Identify the roles of individuals in ensuring safety and health at the workplace.
- Understand procedures for handling Safety issues.
- Conduct a safety inspection of the workplace.
- Respond to accidents/incidents promptly.

Methodology

Case studies, forum discussion, role-play, presentations, gamification

Who should Attend?

Factory/production managers, factory/production Engineer, HSE managers & officers, Supervisory personnel, Safety & Health committee members

Course Outline

Time	Day 1
9.00am - 1.00pm	<ul style="list-style-type: none">● Introduction● HSE Awareness● Occupational Safety & Health Act 1974● Safety & Health Committee Regulation 1996● Safety & Health Committee Roles, Functions & Responsibilities
1.00pm – 2.00pm	Lunch
2.00pm - 5.00pm	<ul style="list-style-type: none">● Training and Information● Penalty● Safety & Health Committee and Emergency Response Plan

Time	Day 2
9.00am – 1.00pm	<ul style="list-style-type: none">● Total Safety System Model● Safety Inspection Safety● Audit based on ISO 45001● Hazard Management● Accident Investigation Procedure● Safety Management based on ISO 45001
1.00pm – 2.00pm	Lunch
2.00pm - 5.00pm	<ul style="list-style-type: none">● Behavioral Based Safety Assessment● Communication in Safety● Written Assessment● Presentation● Closing