

# Occupational Health and Safety Management

Short course; designed in the United Kingdom by  
The Institute for Professional and Executive Development - IPED



## Specification

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Course Title	Occupational Health and Safety Management
Category	Short (Executive) Course; Continuing Professional Development (CPD) course
Entry Requirement	None
Mode of Delivery	The course can be delivered: <ul style="list-style-type: none"> <li>o through educational workshops, seminars or events</li> <li>o using online or e-learning methods</li> </ul>
Language of delivery	English
Assessment and Certification	No formal assessment such as written examination is required. A learner is deemed to have successfully completed the course through active participation during the delivery of the course.
Total Learning Hours	Flexible. Can be completed in any amount of hours; dependent on learner's circumstances. It is however recommended that the total number of hours should not exceed 30, if actively delivered.
Grading System	None
Study manual	A comprehensive learning material is provided by IPED to support the delivery of this course.
Course Monitoring	The course will be regularly reviewed by the Academic Advisory Board (AAB) to ensure that it remains fit for purpose. The IPED Suggestion and Feedback System will be used to collect information from users of the course to make informed decision on quality improvement.



## Course contents

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- 1.1 Explanation of Occupational Health and Safety Management (OHSM)
- 1.1.1 Definition of key OHSM terms:
- Health, safety, welfare, near miss, hazard, risk, dangerous occurrence, environmental protection etc.
- 1.2 Reasons for promoting good standards of Occupational Health and Safety:
- Moral
  - Legal
  - Financial
- 1.2.1 Employers' duty of care
- 1.2.2 Levels of statutory duty



- 2.1 Discussion of Health and Safety Management Systems
- 2.1.1 Description of the major international health and safety systems
- 2.1.2 Benefits of having Health and Safety Management Systems



- 3.1 Occupational Health and Safety (OHS) Organization
- Benefits of OHS organization
  - Positions and responsibilities; who does what in the organization?



- 4.1 Practical management of Occupational Health and Safety. This covers:
- Ergonomics
  - Plant and substance
  - Workplace hazards
  - Emergencies
  - Safety signs
  - First aid
  - Fire safety
  - Personal protective equipment (PPE)
  - Safe systems of work
  - Permit to work
  - Conducting investigations
  - Incident investigation and reporting
  - Etc.
- 4.2 Discussion of human and non-human influences on occupational health and safety



- 5.1 Risk assessment
- Definition of risk assessment
  - Forms of risk assessment
  - Benefits of risk assessment



- 6.1 Performance management
- Measuring, audit and review

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