

Effective Safety and Health Committee For OSH Compliances

Course Duration: 2-day; Instructor-led

Time Schedule: 9am-5pm

Lunch: 1:00pm- 2:00pm

Morning Tea-break: 10:30am-10:45am

Afternoon Tea-break: 3:30pm -3:45pm

INTRODUCTION

An effectively managed Occupational Safety and Health will reap benefits for the organization in terms of reduced accident risk and employee absence through injury or illness, as well as ensuring compliance with legislation. This hands-on program will provide the basic knowledge on all key aspects of the OSH Management System in your organization. The main aim of this program is to enable your Safety & Health Committee to function more effectively.

BENEFITS

Upon completion of this program, participants will be able to:

- Understand the legal requirements for a safety and health committee at the workplace
- Understand the roles and responsibilities of the safety and health committee members
- Develop and implement a yearly Occupational Safety and Health Program
- Conduct effective safety and health committee meetings
- Conduct a workplace inspection at the workplace
- Conduct a workplace accident investigation
- Conduct a workplace safety audit

AUDIENCE

This program is suitable for Chief Executive Officer, Safety & Health Officer, Safety & Health Committee Members and management staff whose subordinates are appointed as safety and health committee members.

METHODOLOGY

This stimulating program will maximize understanding and learning through Lectures, practical group exercises and videos to enhance understanding of each participant.

KEY CONTENT

Module 1 - Statutory Requirements For A Safety And Health Committee In Malaysia

- Introduction
- Overview Of Safety And Health Legislations In Malaysia
- OSH (Safety And Health Committee) Regulations 1996
- Requirements For Safety And Health Policy, Programs, Procedures And Rules

Module 2 - Roles And Responsibilities For Safety And Health Committee

- Roles And Responsibilities For The Chairman Of Safety And Health Committee Chairman
- Roles And Responsibilities For The Chairman Of Safety And Health Committee Secretary
- Roles And Responsibilities For The Chairman Of Safety And Health Committee Member

Module 3 - Occupational Safety And Health Programs

- Developing And Implementing A Yearly Occupational Safety And Health Program
- Group Exercise For Developing A Yearly Occupational Safety And Health Program

Module 4 - Safety And Health Committee Meetings

- Conducting An Effective Safety And Health Committee Meeting
- Group Exercise For Safety And Health Committee Meeting

Module 5 - Workplace Inspections

- Conducting A Workplace Inspection
- Group Exercise For Workplace Inspection

Module 6 - Accident Investigations

- Conducting A Workplace Accident Investigation
- Group Exercise For Workplace Accident Investigation

Module 7 - Safety And Health Audit

- Conducting A Workplace Safety Audit
- Group Exercise For Workplace Safety Audit

Module 8 - Hazard Identification, Risk Assessment And Risk Control

- Conducting An Effective Hazard Identification, Risk Assessment And Risk Control

- Group Exercise For Hazard Identification, Risk Assessment And Risk Control

Module 9 - Safety And Health Procedures And Rules

- Understanding And Implementing Safety And Health Procedures And Rules
- Group Exercise For Non-Compliance Of Safety And Health Procedures And Rules

Module 10 - Nadopod

- Notification Of Accident, Dangerous Occurrence, Occupational Poisoning And Occupational Disease (NADOPOD)
- Group Exercise For Implementing NADOPOD