



# IOSH Certified **MANAGING SAFELY**

Safety Management

Reactive Monitoring

Risk Assessment

Risk Control

Active Monitoring

Review & Audit

Health & Safety Legislation

General Hazards

Organisation



This four-day course is for those required to manage safely and effectively in compliance with both their organisation's policy and best practice in health and safety. As with any initiative within an organisation, successful health and safety management has its roots in commitment from the very top. Managers and Directors carry a huge responsibility for health and safety and so it is vital they too are aware of their responsibilities and of the ways to ensure that they manage safely.

Taking a proactive, risk management driven approach to health and safety, **MANAGING SAFELY** is based on:

- Identification and achievement of desired workplace behaviours.
- Skills-based training with practical exercises wherever possible.
- Formal assessment of skills as well as underpinning knowledge.
- Best practice rather than legislation, allowing international delivery of training.

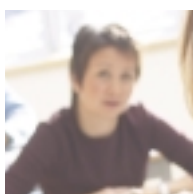
### **WHO SHOULD ATTEND**

Managing Safely's target audience is people in an organisation who have to manage risk and resources. The course's aim is to provide these people with the knowledge and skills they require.

### **AIMS**

To ensure that safety requirements are appreciated by people employed as managers and to enable them to review their own departmental systems for safety, introducing new controls or implementing changes as appropriate to make the department work more safely. Rather than introducing Health and Safety as a new ball to juggle, the main focus of the programme is to enable Managers to interpret for themselves the health and safety risks faced by their employees and to decide on the most appropriate corrective action.

The course will give Managers an overview of the legal requirements relevant to them and to some of the common hazards that may be faced in your industry. Throughout the programme risk assessment is presented as a key issue.



## OBJECTIVES

On successful completion of the course delegates should be able to:

- Explain the competent parts of a recognised safety management system such as HSG65 and appreciate the role of risk assessment within the system.
- Compare safety management systems with other management systems and describe how to integrate systems if appropriate.
- Identify the data and techniques required to produce an adequate record of an incident and demonstrate the procedure for an accident investigation, recognising the human factors involved.
- Describe statutory requirements for reporting and procedures for checking for non-reporting.
- Describe methods of basic trend and epidemiological analysis for reactive monitoring techniques.
- Define hazards and risks and describe the legal requirements for risk assessment.
- Demonstrate a practical understanding of quantitative risk assessment techniques and the data required for records.
- Identify workplace precaution hierarchies and the criteria for types of workplace precautions and controls.
- Prepare and use active monitoring checklists and implement schedules for active monitoring, recording results and analysing records.
- Explain the purposes and techniques of a health and safety audit.
- Outline the main provisions of the Safety, Health & Welfare at Work Act.
- Outline relevant health and safety legislation, codes of practice, guidance notes and information sources such as the Health and Safety Authority.
- Describe procedures and techniques used in management reviews.
- Distinguish specific hazards both generally and from an organisational perspective.

## COURSE STRUCTURE

Managing Safely comprises seven core modules and one organisation specific module requiring a total of four days. The delivery time is flexible; the course can be delivered in a one-week block, on a one-day a week basis or over two weeks. Other options are also available.

Module 1  
Module 2  
Module 3  
Module 4  
Module 5  
Module 6  
Module 7  
Module 8

**Safety Management**  
**Reactive monitoring**  
**Risk Assessment and Risk Control**  
**Active Monitoring**  
**Review and Audit**  
**Health and Safety Legislation**  
**Hazards – General**  
**Hazards – Organisation-Specific**

## CERTIFICATION

IOSH (Institute of Occupational Safety and Health) is Europe's leading body for health and safety professionals. It has developed certain courses, which upon successful completion of the course, participants receive IOSH certification. This programme is delivered by nifast Consultants who are monitored by IOSH.

In order for an IOSH Managing Safely certificate to be issued the delegate should successfully complete the Institutions approved assessment procedure.

## DURATION

4 Days (5 days also available on an in-company basis for tailored requirements)

## FOR MORE INFORMATION

If you are interested in dates or hearing more about this programme, or other nifast IOSH approved courses please contact nifast in Dublin or Cork. The course is available on a public and in-company basis where it can be tailored to suit your company's needs.

## FOR FURTHER DETAILS

Submit online enquiry form at [www.nifast.ie](http://www.nifast.ie)  
Email us at [info@nifast.ie](mailto:info@nifast.ie) or [corkinfo@nifast.ie](mailto:corkinfo@nifast.ie)  
Call us for more info at 01-8424333 or 021-4319250  
Fax us at 01-8424461 or 021-4319251

## BOOKING/ENQUIRY FORM

Please book  place(s) for **MANAGING SAFELY**

Delegate 1 \_\_\_\_\_

Delegate 2 \_\_\_\_\_

Delegate 3 \_\_\_\_\_

Course Date \_\_\_\_\_

Please send further course details to: \_\_\_\_\_

Company/Organisation \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Tel. \_\_\_\_\_ Fax. \_\_\_\_\_

Email: \_\_\_\_\_

Booked by: \_\_\_\_\_

Fee Enclosed: \_\_\_\_\_ (made payable to nifast)

### CREDIT CARD PAYMENT

Please debit my card with the amount indicated above.

Mastercard  Visa

Card A/C

Cardholder's Signature

Date

### FEES MUST BE PAID IN ADVANCE

Please return the completed booking form to:

#### DUBLIN

46 Airways Industrial Estate, Santry, Dublin 17.

Tel: 01-8424333 Fax: 01-8424461 Email: [info@nifast.ie](mailto:info@nifast.ie)

#### CORK

Unit 104, Donnybrook Commercial Park, Douglas, Cork.

Tel: 021-4319250 Fax: 021-4319251 Email: [corkinfo@nifast.ie](mailto:corkinfo@nifast.ie)