



# OCCUPATIONAL HEALTH AND SAFETY ESSENTIALS FOR MANAGERS

Special Purpose Award - Level 6 on the NFQ - 5 credits

## Details

**Duration:** 4 Days

**Dates:**

**Online:**

May 12, 13, 18, 19, 2021

**Online:**

Sept 14, 15, 21, 22, 2021

**Time:**

9.30 am– 5.00 pm

**Cost:**

Member Rate: €1000

Non-member rate: €1200

## Programme Overview:

This programme is designed for anyone interested in developing competence in Occupational Health and Safety (OHS) management. This includes HR, Facilities or Office managers who have a lead OHS responsibility. This course is highly relevant and impactful for all those involved in OHS management within your organisation, regardless of size or risk profile. This programme is designed to build the competence, skills and knowledge of those responsible for this critical area of your business, particularly in today's Covid-19 environment.

The focus of the programme is to build your OHS competence for your area of responsibility. The course is designed to lead you through a range of exercises, case examples and practical learning to ensure a clear understanding of what is critical in ensuring the occupational health and safety of your employees, clients, visitors and contractors. The critical skills and knowledge of best practice approaches to managing safety will be demonstrated throughout the course, with an emphasis on applying the learning in practice.

The programme offers an opportunity to better understand how to leverage existing policies, procedures and practices to improve OHS management and demonstrates how to create an OHS management structure to ensure legal compliance.

## Programme Outcomes:

On completion of this course, participants will be able to:

- Describe the full extent and importance of their role in managing OHS at work.
- Identify relevant OHS law and how it impacts their responsibilities.
- Communicate the OHS message in the organisation and act in the role with greater confidence.
- Compile suitable OHS documentation and assess the suitability of the organisation's written Risk Assessments and Safety Statement.
- Describe the role of an EHS/OHS professional & Safety Representative and how to interact effectively with both.
- Identify the key tools for managing safely through a practical approach to skills development in areas such as planning and implementing the top priorities to prevent accidents and ill health at work.
- Perform a comprehensive risk assessment of common risks and how to investigate accidents thoroughly, ensuring the suitable documentation is produced on each occasion.
- Monitor and measure OHS performance in their area.



**Venue:**  
Online

**Contact:**  
For further information,  
please contact  
training@ibec.ie or call 01-  
6051645

**What you said:**  
*“The tutor was a fantastic teacher who explains it all so well and is very approachable and easy to understand and gives out common sense handouts that are easy to understand”*  
Shierdan Quinn,  
Coordinator, Roscommon  
Leader partnership

## Programme Schedule:

Day One	Day Two
<ul style="list-style-type: none"> <li>• OHS and the Law – OHS Management Systems</li> <li>• The Irish legal system</li> <li>• Criminal and Civil law</li> <li>• Employer liability/ Personal Injury claims</li> <li>• Irish OHS law               <ul style="list-style-type: none"> <li>-The SHWW Act 2005</li> <li>-The SHWW (General Application) Regulations 2007</li> </ul> </li> <li>• Liabilities of Directors and Managers</li> <li>• Establishing Compliance</li> <li>• OHS management systems: Plan, Do, Check, Act.</li> <li>• The Safety Statement</li> <li>• Codes of Practice-HSA</li> <li>• Enforcement Agency-HAS</li> <li>• Construction Regulations 2013</li> <li>• Responsibilities of Managers &amp; Supervisors</li> </ul>	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• Hazard Identification</li> <li>• Safety Hazards</li> <li>• Health Hazards</li> <li>• Psychosocial Hazards</li> <li>• Risk assessment</li> <li>• Principles of Prevention</li> <li>• Control Measures</li> <li>• SOP's, SPA's, Safe systems of work and permits to work</li> <li>• Fire Arrangements</li> <li>• Emergency Planning</li> <li>• Visual Display Screen (VDU) requirements</li> <li>• Manual Handling assessments</li> <li>• Noise management</li> <li>• Chemical management</li> <li>• Electricity</li> <li>• Working at Height</li> </ul>
Day Three	Day Four
<ul style="list-style-type: none"> <li>• OHS Documentation</li> <li>• OHS Information, Communication and Consultation</li> <li>• Integration of HR and OHS procedures</li> <li>• Stress, bullying and harassment policies</li> <li>• Pregnant employees</li> <li>• Remote working</li> <li>• Driving for Work</li> <li>• Occupational Health</li> <li>• Health surveillance</li> <li>• Covid -19</li> <li>• Contractor Management</li> <li>• Competency, Training and Supervision</li> </ul>	<ul style="list-style-type: none"> <li>• Accident/Incident Causation,</li> <li>• Accident investigation and reporting</li> <li>• Just culture</li> <li>• Behavioural safety</li> <li>• Promoting Well Being</li> <li>• Auditing and monitoring</li> <li>• When to seek external OHS competence</li> </ul>

## Who Should Attend?

Anyone who wants to improve their skills and competence managing risks, implementing OHS law, investigating accidents and communicating the OHS message in their organisation.