

IOSH Supervising Safely



Introduction

The Institution for Occupational Safety and Health (IOSH) is Europe's leading body for health and safety and is committed to promoting protection from workplace hazards at every level. Supervising Safely has been developed to address the safety and health training needs of the Workplace Supervisor. The Supervising Safely certificate issued by IOSH is recognised nationally and identifies the holder as having been instructed in proactive approaches to managing health, safety and welfare.



Course Duration

SSG offer this course over two days.



Who Should Attend

Supervising Safely is for managers and supervisors in any sector, and any organisation. It is designed to give an understanding and awareness of effective safety management in the workplace. Supervising Safely will give the knowledge and tools to tackle the health and safety issues that supervisors are responsible for every day.



Course Programme

Module 1 – Supervisor's Roles and Responsibilities

- Supervisor's roles and responsibilities in ensuring the moral, legal and financial aspects of safety and health are followed and communicated to the team
- Supporting management in the implementation of the organisation's policies and procedures
- Understanding current legal requirements and how to keep people up to date with guidelines, standards and best practice
- The purpose and benefits of introducing a safety and health management system
- The competence of the supervisor and their responsibility for specific job training, induction, supervision of teams and/or individuals, particularly new or young workers, expectant or new mothers and contractors or temporary staff
- Their responsibilities, level of authority and when to consult with line managers
- Promoting and influencing a positive safety and health culture

Module 2 - Hazards, risks and control measures

- The term hazard, risk, risk controls, unsafe acts and unsafe conditions
- The importance of risk assessments and the processes involved
- Dealing with inspections and risk assessments using checklists and other practical outputs, including Safe Systems of Work and Permits to Work
- The requirement for risk assessments for specific groups of people such as young persons, disabled people or expectant/new mothers
- Identifying common hazards, unsafe acts and unsafe conditions in the workplace
- Identifying control measures, and ensuring that those attributed to specific tasks are given to workers

Module 3 – Investigating and Inspecting

- Statutory requirements for reporting and investigating incidents including accidents and near misses
- Carrying out an accident investigation and the reporting procedures, both internal and external
- Designing a plan of action for inspection of plant, premises and procedures
- Recording information from checklists and inspection routines, and making recommendations for improvement

Module 4 - Communication

- Consulting with employees on matters which relate to their safety and health
- Communicate emergency and other procedures and the methods used to do so
- The legal obligations to employees, including contractors and others who share the workspace, in communications about safety measures and emergency procedures
- Methods to use to communicate in different situations and to different groups

Module 5 – Environmental Awareness

- Definition of 'environment'
- The impact of industry on the environment
- Definition of 'pollution' and 'waste'
- Examples of industrial waste streams contributing to air land and water pollution
- Pollution and waste control measures – prevent, reduce, re-use, recycle and responsibly dispose
- Purpose and benefits of business sustainability
- Examples of how businesses and individuals can help to reduce pollution and waste
- Main elements of an environmental management system



Certification and Assessment

Assessment is via a 22 question examination paper and an unsafe act spotting project. All delegates who successfully complete this course and assessment are issued with IOSH certificates.



Suggested Follow on and Complementary Courses



IOSH
Managing Safely



NEBOSH National General
Certificate in Occupational
Health And Safety



Adult Mental Health
First Aid