

## Environmental Health and safety

### Why Attend

Who is responsible for health and safety in your organization? Who should be held accountable to meet legal obligations in safety requirements? Through this course, it will be apparent that workplace safety is the responsibility of everyone in the organization. Moreover, a thorough review of common hazards, as well as root causes of accidents and incidents, will allow participants to be armed with various tools to help them create, follow, and more importantly, implement the standards of health and safety.

By being aware of hazards surrounding them, participants will be able to identify and anticipate such hazards. Moreover, the instructions on investigation techniques and processes delivered in this course will enable participants to better plan for upcoming tasks.

### Course Objectives

By the end of the course, participants will be able to:

- Identify the sources of harmful acts
- Explain how safety is everybody's responsibility
- Recognize that accidental injuries are caused by unsafe acts, behaviors and conditions
- Prepare a job safety analysis and give job safety instructions
- Conduct an accident investigation and complete a meaningful accident report
- Respond to various work accidents and emergencies
- Plan and conduct a safety audit

### Who should Attend

Managers, supervisors and safety professionals who wish to improve their skills and competencies in order to be able to assume their safety responsibilities and effectively carry out their tasks safely in their organization.

### Course Outline

#### Definitions and overview

- Why the concerns for safety?
- Various definitions of accident, safety, health
- World Health Organization (WHO) and Occupational Safety and Health Administration (OSHA)



- Reaching threshold limit values
- The 6 Es in safety

### Industrial hygiene

- Recognition, evaluation, control
- Types of hazards in the workplace
- The four categories of hazards
- Control methods used in a safe environment
- Accident costs and reporting

### Job Safety Analysis (JSA) and safety audit

- Objectives of JSA
- JSA uses
- Benefits of JSA
- Procedures to follow for an effective JSA
- How to keep accurate recordings
- Importance of an audit
- Safety audit tools
- Benefits of a safety audit
- Consequences after the audit

### Accidents investigation, reporting and prevention

- Accidents and injuries at work
- Identifying causes of accidents
- Contributing causes of accidents
- Immediate causes of accidents
- Effects and costs of accidents
- Reporting requirements



- Importance of prevention

### Management of health and safety

- Planning and setting objectives
- Organizing to ensure accomplishment
- Leading to inspire action
- Controlling performance
- Concerns for management: safe and sound

### Proper behavior in case of an accident

- Types of work related accidents
- First aid basics and their needs
- Cardiopulmonary Resuscitation (CPR) in an emergency
- Calling for help when you need it

### Ergonomics and good posture

- Bad work habits and their effects
- Negative effects of bad ergonomics
- Correction of bad habits