



NEBOSH GENERAL CERTIFICATE



WHO SHOULD ATTEND

This course, held over a period of two weeks, is suitable for managers, supervisors, employees and representatives who require a broad understanding of health and safety issues.

COURSE OVERVIEW

- Provisions under the Health and Safety At Work etc. Act 1974
- Statute Law, Civil Law and Common Law
- Safety Policies
- Role and powers of enforcing authorities
- Risk Assessments
- Method Statements (Safe Systems of Work)
- Reporting of Injuries, Diseases and Dangerous Occurrences - Regulations 1995 (RIDDOR)
- Hazard spotting, safety audits and safe systems of work
- Supervisory and management responsibilities
- Accident Prevention Techniques
- Accident and Incident investigation, recording and reporting
- Monitoring, review and audit
- Overview of E.C. Regulations, Health and Safety (Six Pack)
- Safety Representatives and Consultation with employees
- Guarding of Machinery (BSEN 292 Part 2)
- Fire Legislation
- Legal responsibilities for Sub-Contracting
- Electrical Regulations 1989
- Protective Equipment and Devices
- Fork Lift and Lift Truck safety and mobile plant to include transport management
- Noise Regulations
- Control of Substances Hazardous to Health Regulations
- CDM and other Construction Issues

COURSE SYLLABUS

Unit NGC1: Management of Health and Safety

- Health and safety foundations
- Policy
- Organising for health and safety
- Promoting a positive health and safety culture
- Risk assessment
- Principles of control
- Monitoring review and audit



- Incident and accident investigation, recording and reporting

Unit NGC2: Controlling Workplace Hazards

- Movement of people and vehicles - hazards and control
- Manual and mechanical handling hazards and control
- Work equipment hazards and control
- Electrical hazards and control
- Fire hazards and control
- Chemical and biological health hazards and control
- Physical and psychological health hazards and control
- Construction activities - hazards and control

Candidates will on successful completion

- Identify the common hazards and unsafe practices likely to be found in workplaces and know the appropriate preventive and protective measures to be taken
- Advise on appropriate action to minimise the risk of fire in the workplace and assist in the development of procedures to deal with fires
- Identify the agents and work situation likely to be detrimental to health and describe how health hazards at work may be controlled
- Assist in the preparation and regular review of an organisations health and safety policy
- Use proactive and reactive strategies to assess the risk of accidents and ill-health
- Suggest appropriate changes to work systems and environments which will lead to improvements in health, safety and welfare
- Describe the affects of human and organisational factors on health and safety
- Specify the health and safety training needs of persons at work;
- Describe the types and form of health and safety information to be displayed in the workplace
- Communicate effectively on health and safety matters, both verbally and in writing
- Identify sources of guidance and advice on health and safety
- Maintain an information retrieval system and disseminate when needed
- Liase with safety committees and facilitate relations with employee representatives
- Investigate events which led, or might have led, to death, injury, ill-health or a dangerous occurrence; prepare formal reports and make logical and cost-effective proposals to prevent a repetition

- Maintain records of the events above and satisfy reporting requirements
- Identify the main requirements of health, safety and welfare legislation and approved codes of practice which apply to the workplace
- Use reference material to identify the requirements of health and safety legislation and to ensure sound health and safety practices
- Undertake workplace inspections, note any hazards and the ways they are controlled, identify safe and unsafe working practices, and recommend appropriate and cost effective remedial action

COURSE DURATION

Ten days in two one week blocks followed by two revision days and a one day exam. Alternatively we can offer the course on a thirteen day 'day release program'.



PFA Consulting has a rolling schedule for Health and Safety courses. For further details on this course or to arrange a meeting to discuss your requirements:

- Call our training co-ordinator on 01793 828000
- Email us on training@pfapl.com