COURSE TABLE OF CONTENTS

IOSH Managing Safely v5.0

OEM: Koenig Original • Duration: 3 Days (24 hrs)

COURSE MODULES & TOPICS

Module 1: Introducing Managing Safely

- Moral, legal, and financial reasons for managing safety and health
- Manager responsibility and accountability for safety and health

Module 2: Assessing Risks

- Key terms: hazard, hazardous event, risk, risk assessment
- Understanding likelihood and consequence
- Definition and purpose of risk assessment
- Risk assessment process
- Risk rating systems
- Benefits of risk assessments

Module 3: Controlling Risks

- Meaning of reasonably practicable
- Evaluating risks using a risk matrix
- Selecting appropriate risk control measures
- Hierarchy of risk control
- Impact of risk controls on likelihood and consequences
- Understanding residual risk
- Practical activity: hazard spotting, risk assessment, risk control

Module 4: Understanding Responsibilities

- Legal requirements for organisations to protect workers
- Reasonably foreseeable risks
- Common, industry, and expert knowledge tests
- Criminal vs civil law in health and safety
- Outcomes of not working within the law
- Sources of help and guidance
- Key elements of a health and safety management system
- Benefits of a health and safety management system
- Importance of leadership in health and safety

Module 5: Understanding Hazards

- Six main hazard categories
- Hazards in multiple groups
- Common workplace hazards and their effects
- Managing hazards: aggression, asbestos, chemicals, fire, manual handling, etc.

Module 6: Investigating Incidents

- Key terms: incident, accident, near miss
- Reasons for investigating incidents
- Benefits of incident investigation

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- Immediate, underlying, and root causes of incidents
- Actions following an incident
- Incident reporting
- Stages of structured incident investigation

Module 7: Measuring Performance

- Principles for good safety and health performance
- Health and safety performance indicators
- How indicators improve workplace safety and health
- Characteristics of good KPIs
- Proactive vs reactive performance indicators
- Understanding health and safety auditing
- Internal and external auditing
- Types of evidence used in audits

Module 8: Course Assessment

- Knowledge and comprehension assessment
- Practical application: workplace risk assessment
- Assessment pass requirements