



Institute for Capacity Development (ICD)

3rd Floor, Hatfield Corner, 1101 Burnett Street, Hatfield, P.O. Box 7288, Pretoria 0001, South Africa
Phone: +27123623397|Cell: +27603048492|Fax +27123623375| E-mail: coordinator@icdtraining.com

Managing Occupational Health and Safety

Course Objectives

On completion of the course; participants should be able to:

- Understand the basic concepts of occupational health.
- Understand and comply with the legislation of the workplace.
- Identify and describe chemical hazards in the workplace.
- Identify and describe physical hazards in the workplace.
- Identify infectious agents and educate workers in prevention methods.
- Utilize assessment instruments to identify worker health problems.
- Develop wellness programs
- Develop management skills in supervision of staff.

Target Groups

- Practicing Occupational Health and Safety Professionals
- Supervisors
- Health and Safety Officers
- Security Officers
- Public Health Inspectors
- Occupational Health Specialists

Course Outline

- General Management Principles
- Occupational Health—An Overview
- Recognition and Identification of Workplace Risk
- Levels of Prevention: Primary, Secondary and Tertiary
- Screening and Assessment Methods
- Surveillance Programs
- Planning Interventions
- Occupational Hygiene
- Development of Wellness Programs
- Safety principles and Risk management
- Hazard recognition and control
- Emergency preparedness and prevention
- Workplace inspection and Accidents investigation
- Organisational behaviour

- Managing Stress in the Work Place
- Crisis Intervention
- Domestic Violence and the Work Place
- Ethical Issues
- Utilizing Occupational Health Research
- Assessment of Workers and the Work Place
- Alcohol and Drug Testing
- Employment Assistance Programs
- Hazard Communication (HAZCOM)
- Violence in the workplace
- Designing an institutional OH and S Plan
- Monitoring and evaluation of OH & S programmes
- Legal aspects of Health and Safety
- IT Skills
- Action Planning

Dates: 06th – 17th November 2017

Cost: US\$2850

Duration: 2 weeks

Venue: Pretoria, RSA

Institute for Capacity Development (ICD) Bank Details

Account Name:	ICD Consultancy
Bank:	First National Bank (South Africa)
Branch Code:	260231
Branch Name:	Hatfield, Pretoria, South Africa
Account Number:	62406856081
Account Type :	Current (Cheque)
Swift:	FIRZAJJ

Participant Information

Accommodation

ICD works with a network of Guesthouses who provide affordable accommodation rates. The general budget rates are R600 which is approximately US\$60 Bed and Breakfast. Information can be provided on request should you need specific details for some of the available options.

VISA Requirements

The cost of applying for Visas is the responsibility of the participants. Check with the South African Embassy or your travel agent to ascertain your visa requirement status in South Africa. ICD will assist with more information should it be necessary.

Excursions and Transport

ICD is responsible for your transport from the International Airport (Oliver Tambo Airport) to the course venue in Pretoria. Transport will also be provided to and from the training venue. ICD will provide you with transport only to these places of interest as part of the excursion schedule.

Breakfast

During training session times ICD will provide you with light breakfast during training for the duration of the training.