

COURSE OVERVIEW HE0240
Certified Safety Auditing, Hazard Identification & Site Inspection
Safety Inspector Qualification

Course Title

Certified Safety Auditing, Hazard Identification & Site Inspection: *Safety Inspector Qualification*

Course Reference

HE0240

Course Duration/Credits

Five days/3.0 CEUs/30 PDHs



Course Date/Venue

Session(s)	Date	Venue
1	January 07-11, 2024	Cheops Meeting Room, Radisson Blu Hotel, Istanbul Sisli, Turkey
2	April 28-May 02, 2024	Jubail Hall, Signature Al Khobar Hotel, Al Khobar, KSA
3	July 22-26, 2024	Ajman Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE
4	October 13-17	Boardroom 1, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE

Course Description



This practical and highly-interactive course includes practical sessions for safety auditing and site inspection. Theory learnt in the class will be applied using PSM and HSE system auditing for hazard identification and site inspection in accordance with the applicable international standards.



PSM and HSE System auditing is an independent appraisal function undertaken by an organization to examine and evaluate its activities. The objective of PSM and HSE auditing is to provide information to those in management in support of decision making and to assist members of the organization in the effective discharge of their responsibilities.



To this end, PSM & HSE auditing may furnish the organization with analyses, appraisals, recommendations, counsel, or information concerning the activities reviewed the adequacy and effectiveness of the organization's system of PSM/HSE control, and the quality of performance.

The information furnished to different members of the organization may vary in format and detail, depending upon the requirements and requests of those commissioning the audit(s).

Throughout the world PSM/HSE auditing is performed in diverse environments and within organizations which vary in purpose, size, and structure. In addition, the laws and customs within various countries differ from one another. These differences may affect the practice of PSM/HSE auditing in each environment. The implementation of these Standards, therefore, will be governed by the environment in which the auditing function carries out its assigned responsibilities. Conformance with the concepts enunciated by the Standards is essential before the responsibilities of PSM/HSE auditors can be met.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Get certified as a “*Certified PSM/HSE Auditor*”
- Perform PSM and HSE auditing, hazard identification and site inspection in a professional manner
- Identify hazards and assess risks in accordance with the international rules and standards
- Carryout proper safety control methodology including job hazard analysis, change analysis, process hazard analysis, phase hazard analysis and describe the hierarchy of hazard controls
- Identify the auditor’s ethics and standards of conduct and recognize their importance in safety auditing, hazard identification and site inspection
- Design a professional audit program taking into consideration the protocols, checklists and guidelines needed for planning and implementation
- Conduct audit engagement by performing the pre-audit activities, on-site-activities and post-audit activities
- Implement the audit control systems including the process of preparing, coordinating, directing and obtaining feedback as well as the audit of regulatory aspects and requirements and recognize the audit of process operations, environmental impacts and the related control technology
- Adapt the auditor personal qualities and communication including the attitude, adaptability, determination and leadership
- Plan and conduct a site inspection and manage an effective inspection program

Who Should Attend

This course provides systematic techniques on safety auditing, hazard identification and site inspection for environmental, health, safety and quality management system specialists who need to gain the knowledge and skills necessary to plan, conduct, report, and lead audits of PSM, environmental, health and safety management systems. Further, the course is intended for site inspectors and safety officers.

Training Methodology

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Workshops & Work Presentations
- 30% Case Studies & Practical Exercises
- 20% Software, Simulators & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Fee

Istanbul	US\$ 6,000 per Delegate + VAT . This rate includes Participants Pack (Folder, Manual, Hand-outs, etc.), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Al Khobar	US\$ 5,500 per Delegate + VAT . This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Abu Dhabi	US\$ 5,500 per Delegate + VAT . This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Dubai	US\$ 5,500 per Delegate + VAT . This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

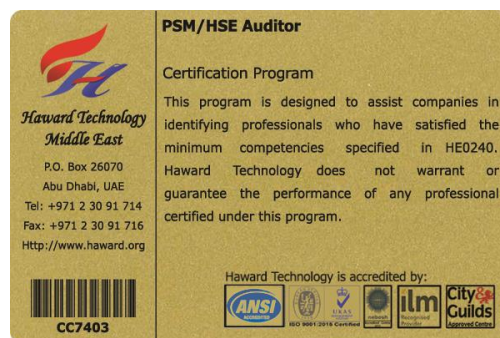
Course Certificate(s)

(1) Internationally recognized Wall Competency Certificates and Plastic Wallet Card Certificates will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Successful candidate will be certified as a “Certified PSM/HSE Auditor”. Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants:-



- (2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

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Haward Technology Middle East
Continuing Professional Development (HTME-CPD)

CEUs
Page 1 of 1

CEU Official Transcript of Records

TOR Issuance Date: 24-Aug-17
HTME No. PAR11317
Participant Name: Ibrahim Al Enazi

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE0240	Certified Safety Auditing, Hazard Identification & Site Inspection: <i>Safety Inspector Qualification</i>	August 20-24, 2017	30	3.0
Total No. of CEU's Earned as of TOR Issuance Date				3.0

TRUE COPY



Maricel De Guzman
Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 1760 Old Meadow Road, Suite 500, McLean, VA 22102, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2013 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by












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Certificate Accreditations


Certificates are accredited by the following international accreditation organizations:-

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The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units (CEUs)** in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Mr. Peter Christian is an **International Expert** in **Safety, Health, Environmental and Quality** with over **25 years** of practical and industrial experience in **Lifting & Rigging Equipment HAZOP, HAZWOPER, HAZMAT, HAZCOM, PHA (Process Hazard Analysis), FMEA, HAZID, ISO 14001, OHSAS 18001, ISO 9001, Process Safety Management (PSM), Safety, Health, Environmental & Quality Management (SHEQ), Behavioral Safety Management, Industrial Hygiene, Human Factors Engineering, Risk Assessment, Fire Fighting, Rope Rescue**

Operations, Emergency Response within process industries. He is currently the **President** of **NKWE** and spearheads the companies major projects and business ventures, where he specializes in the areas of **SHEQ solutions, ISO, Quality Control and OSHA systems**. Previously, he has had much on-hand experience in the initiation and management of projects (technical as well organizational development) including involvement in **design of process plants; the commissioning & decommissioning** of process plants; the **operational and financial responsibility** for large process operations; **risk management; operational and maintenance management, crisis and emergency management, accident investigation, risk assessment, hazard identification and emergency preparedness & response** (oil spillage and gas explosions).

Much earlier in his career, Mr. Christian was a **HAZOP Team Leader** for numerous **HAZOP** studies and he has further managed the **Health, Safety & Environmental and Quality** requirements of a large process company. This included responsibilities as an auditor for compliance against **SHEQ standards, ISO standards** and the **Fatal Risk Control Protocols**. He then facilitated the development and implementation of the above standards as a group and at site level as part of the SHEQ council. Moreover, he established, trained and led a Rope rescue team and a high level emergency care clinic and ambulance service for many years. He still abseils recreationally and leads adventure groups during abseiling activities and serves as a rescue team member for mountain and water emergencies.

During his career life, Mr. Christian has gained his practical and field experience through his various significant positions as the **Plant Manager, Project Metallurgist, Metallurgist, HSE Team Leader, SHEC Superintendent, Mentor, Instructor/Trainer, Acting Technical Manager, Process Plant Superintendent, Acting Project Leader, Acting Plant Superintendent, Appointed Health & Safety & Environmental Superintendent, Production Technician, Acting Senior Shiftsman, Foreman and Learner – Official Extraction Metallurgy** from various companies such as the **NKWE Consulting, SAMANCOR, Middleburg Mine Services (Pty) Ltd., Koomfontein Mines, Emelo Mine Services, Gencor Group and South African Defence Force**.

Mr. Christian has a **Postgraduate Studies in Advanced Executive Programme** and a **National Higher Diploma (NHD) & a National Diploma in Extraction Metallurgy**. He is also a **Certified Auditor** in **OHSAS 18001, ISO 14001 & ISO 9001**, a **Certified Instructor/Trainer**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management (ILM)**, a **Six Sigma Black Belt Coach** and holds a Certificate in Facilitate Learning Using a Variety of Given Methodologies **NQF Level 5 (EDTP-SETA)** as a **Certified Facilitator**. He has further delivered innumerable courses, trainings, workshops and conferences globally.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the workshop for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 1000	Introduction to HSE Management System Model
1000 – 1015	Break
1015 – 1130	HSE International Standards ISO 14001 • OSHA 18001 • OSHA PSM
1130 – 1245	HSE Policy & HSE Management System (HSEMS) Structure
1245 – 1300	Break
1300 – 1420	Hierarchy of HSE Documents & Responsibilities of HSEMS
1420 – 1430	Recap
1430	Lunch & End of Day One

Day 2

0730 – 0930	Elements of HSE Management System Model Element 1- Leadership • Element 2- Safety • Element 3- Occupational Health • Element 4- Product Safety • Element 5- Environmental Protection • Element 6- Risk Management
0930 – 0945	Break
0945 – 1100	Elements of HSE Management System Model (cont'd) Element 7- Emergency Response • Element 8- Incident Reporting & Investigation • Element 9- Personnel Selection, Competency & Training • Element 10- External Communication • Element 11- Legal Requirements • Element 12- Continuous Improvement
1100 – 1245	Hazard Identification, Analysis & Control (HAZID) Job Hazard Analysis • Change Analysis • Process Hazard Analysis
1245 – 1300	Break
1300 – 1420	Hazard Identification, Analysis & Control (HAZID) (cont'd) Phase Hazard Analysis • The Hierarchy of Hazard Controls
1420 – 1430	Recap
1430	Lunch & End of Day Two

Day 3

0730 – 0930	Auditor's Ethics & Standards of Conduct Conflict of Interest • Independence • Proficiency • Material Facts & Disclosure • Due Professional Care • Confidentiality
0930 – 0945	Break
0945 – 1100	Audit Program Design & Management Audit Program Objectives & Scope • Audit Program Organization • Protocols, Checklists & Guides • Frequency of Audits & Selection of Sites • Quality Assurance Provisions • Auditor Staffing & Training • Document Management



1100 – 1245	Conducting Audit Engagements: (1) Pre-Audit Activities Establishment of Audit Scope & Objectives & their Communication to Interested Persons • Assembly & Review of Available Information Pertinent to the Audit • Preparation of the Audit Plan Directed at Efficient & Effective Use of Resources to Achieve Audit Objectives • Contact with the Auditee to Exchange Information & Begin to Lay the Groundwork for a Cordial & Productive Working Relationship • Team Selection & Coordination to Assure that all Members are Capable & Prepared to Carryout their Assigned Role • Determination of Final Report Scope, Format & Distribution
1245 – 1300	Break
1300 – 1420	Conducting Audit Engagements: (2) On-Site Activities Opening Meeting • Collecting Audit Evidence • Development & Review of Findings • Closing Meeting
1420 – 1430	Recap
1430	Lunch & End of Day Three

Day 4

0730 – 0930	Conducting Audit Engagements: (3) Post-Audit Activities Reporting • Documentation • Corrective Action
0930 – 0945	Break
0945 – 1100	Audit of Internal Control Systems Preparing • Coordinating • Directing • Obtaining Feedback • Continuous Improvement
1100 – 1245	Audit of Regulatory Aspects Process of Development of Environmental Health & Safety Regulations • Governmental, Mother Company & Local Bodies in Environmental Health & Safety Regulations • Regulatory Requirements • Enforcement Policy & Procedures
1245 – 1300	Break
1300 – 1420	Audit of Process Operations, Environmental Impacts & Related Control Technology Typical Environmental Health or Safety Impacts • Monitoring of Environmental Health & Safety Impacts • Control Techniques & Devices • Operation & Maintenance of Control Devices & Techniques
1420 – 1430	Recap
1430	Lunch & End of Day Four

Day 5

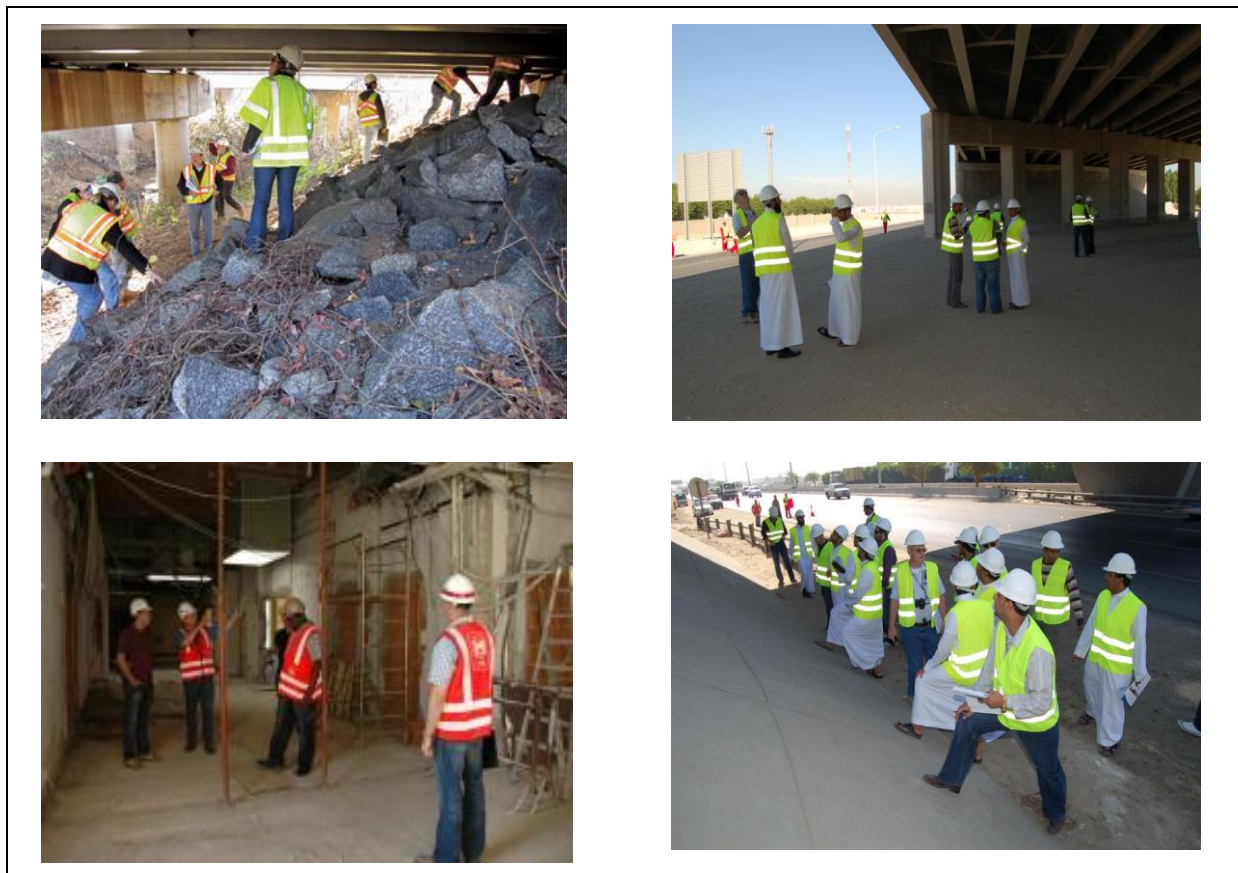
0730 – 0930	Auditor Personal Qualities & Communication Attitude • Teamwork • Adaptability • Determination • Communications • Leadership
0930 – 0945	Break
0945 – 1045	Site Inspection Plan & Conduct a Site Inspection • Complete Inspection Reports • Develop Recommendations & Follow-Up • Manage an Effective Inspection Program
1045 – 1200	Site Inspection (cont'd) Establish Pre & Post-Inspection Tasks • What to Inspect & where to Gather Information • Recording Observations Accurately • Developing & Using Checklists in Continuous & Formal Inspections



1200 – 1215	Break
1215 – 1300	Site Inspection (cont'd) Handling Employee Reactions to the Inspection Process • Analyzing Data & Setting Priorities • Observation Techniques
1300 – 1315	Course Conclusion
1315 – 1415	COMPETENCY EXAM
1415 – 1430	Presentation of Course Certificates
1430	Lunch & End of Course

Practical Sessions/Site Visit

Site visit will be organized during the course for delegates to practice the theory learnt:-



Course Coordinator

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