

COURSE OVERVIEW HE0707
Emergency Preparedness, Response & Crisis Management for the Steel Industry

Course Title

Emergency Preparedness, Response & Crisis Management for the Steel Industry

Course Date/Venue

- Session 1: April 06-10, 2025/Slaysel 02 Meeting Room, Movenpick Hotel & Resort Al Bida'a Kuwait, City of Kuwait
- Session 2: June 29-July 03, 2025/Business Meeting, Crowne Plaza Al Khobar, Al Khobar, KSA
- Session 3: December 14-18, 2025/Boardroom 1, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE



Course Reference

HE0707

Course Duration/Credits

Five days/3.0 CEUs/30 PDHs



Course Description



This practical and highly-interactive course includes real-life case studies and exercises where participants will be engaged in a series of interactive small groups and class workshops.



This course is designed to provide participants with a detailed and up-to-date overview of Emergency Preparedness, Response & Crisis Management for the Steel Industry. It covers the emergency preparedness and response including regulatory requirements and ISO standards, on-site emergency planning, types of emergencies in the steel industry, external authorities and services, work emergency plan, communications and control system, etc; and the proper emergency planning as well as identify and plan for potential emergency situations in the steel industry, apply off-site emergency planning and transport emergency planning.



Further, the course will also discuss the emergency scenarios in the steel industry competently and mitigate the consequences as well as use available resources; preparing how to periodically test and exercise, where practicable; the knowledge, reflexes and behavior specific to crisis management in order to remain operational at any time a crisis occurs; the capacity for action and strategic analytical skills for crisis management.

During this interactive course, participants will learn the flow of information during the phases of a crisis and decide wisely; the decisions and actions in a crisis will be fully defensible and the complex crisis management issues that must be considered including international travel, regulations and standards in crisis management and quantifying risk.

Course Objectives

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

- Apply proper methodology and gain necessary skills on emergency preparedness, response and crisis management for the steel industry
- Improve emergency preparedness and response including regulatory requirements and ISO standards, on-site emergency planning, types of emergencies in the steel industry, external authorities and services, work emergency plan, communications and control system, etc
- Employ proper emergency planning as well as identify and plan for potential emergency situations in the steel industry, apply off-site emergency planning and transport emergency planning
- Handle emergency scenarios in the steel industry competently and mitigate the consequences as well as use available resources
- Prepare how to periodically test and exercise, where practicable
- Acquire knowledge, reflexes and behavior specific to crisis management in order to remain operational at any time a crisis occurs
- Develop both the capacity for action and strategic analytical skills for crisis management
- Effectively manage the flow of information during the phases of a crisis and decide wisely
- Ensure that decisions and actions in a crisis will be fully defensible
- Recognize complex crisis management issues that must be considered, including international travel, regulations and standards in crisis management, and quantifying risk

Exclusive Smart Training Kit - H-STK®



Participants of this course will receive the exclusive “Haward Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.

Who Should Attend

This course provides an overview of all significant aspects and considerations of emergency preparedness, response and crisis management for steel manufacturers, emergency response teams, technical staff, operations staff, HSE officers & safety inspectors as well as shift in-charge supervisors.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Course Accreditations



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.



- USA International Association for Continuing Education and Training (IACET)

Haward Technology is an Authorized Training Provider by the International Association for Continuing Education and Training (IACET), 1760 Old Meadow Road, Suite 500, McLean, VA 22102, USA. In obtaining this authority, 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 our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its 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 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.

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. Francis Almeida, PgDip, BSc, NEBOSH-ENV, NEBOSH-IGC, NEBOSH-IFC, NEBOSH-IOGC, NEBOSH-PSM, is a **Senior Health, Safety & Environmental (HSE) Consultant** with over **35 years** of practical experience within the **Oil and Gas** industry. He is a **NEBOSH Approved Instructor** for various certification programs. His expertise lies extensively in the areas of **NEBOSH** Environmental Management, **NEBOSH** International General Certificate, **NEBOSH** Fire Safety & Risk

Management International Certificate, **NEBOSH** International Oil & Gas Certificate, **NEBOSH** Process Safety Management, **HAZOP & HAZID**, **HAZMAT & HAZCOM** Storage & Disposal, As Low as Reasonably Practicable (**ALARP**), Process Hazard Analysis (**PHA**), Process Safety Management (**PSM**), **Hazardous Materials & Chemicals** Handling, **Pollution Control**, **Environment, Health & Safety** Management, **Process Risk Analysis**, Effective Tool Box Talks, Construction Sites Safety, **HSSE Management System**, **HSSE Audit & Inspection**, **HSEQ Procedures**, **Authorized Gas Testing**, **Confined Space Entry & Rescue**, **Risk Management**, **Quantitative & Qualitative Risk Assessment**, **Working at Height**, **Firefighting** Techniques, **Fire & Gas** Detection System, **Fire Fighter & Fire Rescue**, **Fire Risk Assessment**, **HSE Industrial Practices**, **Manual Handling**, **Rigging Safety Rules**, **Machinery & Hydraulic Lifting Equipment**, **Warehouse Incidents & Accidents Reporting**, **Incident & Accident Investigation**, **Emergency Planning**, **Emergency Response & Crisis** Management Operations, **Waste Management** Monitoring, **Root Cause Analysis**, Hazard & Risk Assessment, Task Risk Assessment (**TRA**), **Incident Command**, **Job Safety Analysis (JSA)**, **Behavioral Based Safety (BBS)**, **Fall Protection**, **Work Permit & First Aid** and various international codes and standards such as the ISO 9001, OHSAS 18001, ISO 14001, SA8000, ISO 9001-2000 and ISO 9002. He was the **Offshore Safety Specialist** of **Chevron** wherein he was in-charged in HSE inspections, hazard analysis, incident investigation and implementing corrective actions.

During his career life, Mr. Almeida has gained his practical and field experience through his various significant positions and dedication as the **Quality Manager**, **HSE Specialist/Acting On-Scene Commander**, **Quality Auditor**, **Quality Supervisor**, **QHSE Engineer**, **Metallurgical Engineer**, **HSE Coordinator**, **Suppliers Auditor**, **Senior Instructor/Consultant**, **Oil & Gas Construction Specialist**, **Business Administration Specialist** and **Oil & Gas Management Technology Specialist** for various international companies and institutions such as the IBEC, Lopes & Almeida, IMA, EXPRO Group, UNESA, Vetco Aibel, ABB Oil & Gas, Brazilian Aluminum Foundry, DNV and ABIFA.

Mr. Almeida has a **Bachelor** degree in **Metallurgical Engineering** and a **Post Graduate Diplomas** in **Safety Engineering** and **Industrial Administration**. Further, he is a **Certified Instructor/Trainer**, an **Approved Lead Tutor** in **NEBOSH Environmental Management Certificate**, **NEBOSH International General Certificate**, **NEBOSH International Oil & Gas Certificate** and **NEBOSH Process Safety Management Certificate** and an **Approved Practical Assessor/Lead Tutor** in **NEBOSH Fire Safety & Risk Management**. Moreover, he is a **Certified ISO 9001:2000 Lead Auditor**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership and Management (ILM)** and has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

Accommodation

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

Course Fee

US\$ 10,000 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

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

Course Program

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

Day 1

0730 – 0745	<i>Registration & Coffee</i>
0745 – 0800	<i>Welcome & Introduction</i>
0800 – 0815	PRE-TEST
0815 – 0930	Emergency Preparedness & Response <i>Regulatory Requirements & ISO Standards • On-Site Emergency Planning</i>
0930 – 0945	<i>Break</i>
0945 – 1130	Emergency Preparedness & Response (cont'd) <i>Types of Emergencies in the Steel Industry • External Authorities & Services • Work Emergency Plan • Communications & Control System</i>
1130 – 1230	Emergency Preparedness, Planning & Response <i>Essential Functions & Nominated Personnel • Co-Operative Planning, Training & Exercises</i>
1230 – 1245	<i>Break</i>
1245 – 1420	Emergency Planning <i>How to Identify & Plan for Potential Emergency Situations in the Steel Industry • Off-Site Emergency Planning • Transport Emergency Planning</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day One</i>

Day 2

0730 – 0930	How to Handle an Emergency & Mitigate Consequences <i>Emergency Incidents • Declaration & Communication of the Emergency</i>
0930 – 0945	<i>Break</i>
0945 – 1100	How to Handle an Emergency & Mitigate Consequences (cont'd) <i>Works Emergency Procedures • Public Relations</i>
1100 – 1230	How to Handle an Emergency & Mitigate Consequences (cont'd) <i>Practical Implementation • Provision of Information</i>
1230 – 1245	<i>Break</i>
1245 – 1420	Case Study-CSB <i>Carbide Industries, LLC, Louisville, KY Electric Arc Furnace Explosion Guidance • Evacuation & Shelter</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Two</i>

Day 3

0730 – 0930	Emergency Scenarios in the Steel Industry & How to Use Available Resources <i>Emergency Scenarios • Real-Time Aids • Computer Aids • Transport Emergency Arrangements • Company Resources</i>
0930 – 0945	<i>Break</i>
0945 – 1100	Emergency Scenarios in the Steel Industry & How to Use Available Resources (cont'd) <i>Governmental Resources • Facility & Location Information • Notification • Response Management System • Disaster Recovery & Business Resumption</i>
1100 – 1230	Preparedness on How to Periodically Test & Exercise, where Practicable <i>Drills & Exercises</i>
1230 – 1245	<i>Break</i>
1245 – 1420	If Emergency Develop in a Crisis <i>Reasons for Determining the Real Crisis • Reasons for Focusing During a Crisis</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Three</i>

Day 4

0730 – 0930	Crisis Management <i>The Purposes of a Five-Minute Audit • The Immediate Concerns of an Organization When a Crisis Occurs</i>
0930 – 0945	<i>Break</i>
0945 – 1100	Crisis Management (cont'd) <i>The Tasks You Should Perform When a Crisis Arises • Guidelines for Ensuring Recovery From a Crisis</i>
1100 – 1230	Crisis Communication & Responses <i>Guidelines for Communicating Information • Guidelines for Practicing Open Communication</i>
1230 – 1245	<i>Break</i>
1345 – 1420	Crisis Communication & Responses (cont'd) <i>Factors that can Reduce the Quality of Decision Making at a Time of Crisis</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Four</i>

Day 5

0730 – 0930	Crisis Communication & Responses (cont'd) <i>Guidelines for Effective Decision Making</i>
0930 – 0945	<i>Break</i>
0945 – 1030	Crisis Communication & Responses (cont'd) <i>Characteristics of an Effective Leader</i>
1030 – 1230	Crisis Communication & Responses (cont'd) <i>Legal Challenges that can Arise During a Crisis Situation</i>
1230 – 1245	<i>Break</i>
1245 – 1345	Crisis Communication & Responses (cont'd) <i>Guidelines for Dealing with Legalities</i>
1345 – 1400	Course Conclusion
1400 – 1415	POST-TEST
1415 – 1430	<i>Presentation of Course Certificates</i>
1430	<i>Lunch & End of Course</i>

Practical Sessions

This practical and highly-interactive course includes the real-life case studies and exercises:-



Course Coordinator

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