COURSE OVERVIEW HE0946-3D
NEBOSH Health and Safety at Work

Course Title
NEBOSH Health and Safety at Work

Course Reference
HE0946-3D

Course Duration/Credits
Three Days/1.8 CEUs/18 PDHs

Course Date/Venue

Session(s)	Date	Venue
1	February 23-25, 2025	Slaysel 02 Meeting Room, Movenpick Hotel & Resort Al Bida'a Kuwait, City of Kuwait
2	June 15-17, 2025	Boardroom 1, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE
3	November 23-25, 2025	Business Meeting, Crowne Plaza Al Khobar, Al Khobar, KSA

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.

The NEBOSH Health and Safety at Work Award provides a best practice introduction to workplace health, safety, and risk that is relevant to all industry sectors. This course is delivered in an understandable and accessible way and will help you to gain an awareness of common workplace hazards so you can help to implement or maintain your organization's health and safety management system; gain practical skills that can help keep yourself and others safe; apply the principles of risk assessment; and have a positive impact on health and safety in your workplace.

This qualification will help to reduce incident and injury rates, and the associated lost time and absence; foster greater health and safety awareness amongst employees; improve employee engagement and enhance safety culture; secure higher levels of compliance with organizational safety measures; and protect the business from the reputational damage caused by health and safety failures.

Course Objectives

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

- Achieve the NEBOSH Award in Health and Safety at Work
- Discuss why health and safety needs to be managed, ensuring effective processes are in place
- Inspect the workplace and recognize a range of common hazards
- Evaluate risks (taking account of current controls), recommend further control measures and assign actions
- Identify why incidents happen and how to investigate them
- Carryout workplace health and safety review which considers how health and safety is currently managed and how it can be managed better
- Identify health and safety issues present, how they are controlled and if the risk can be reduced
- Select the most important issue for improvement using moral, legal and financial reasons

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 a wide understanding and deeper appreciation of health and safety at work in accordance with the international standards for those who needs to understand the principles of health and safety as part of their job including team leaders and supervisors, HR professionals, facilities managers and those training young people in a working environment.

Examination Schedule

NEBOSH requires minimum 30 working days to schedule an exam. Participants must submit their complete applications minimum 15 working days prior to the scheduled exam date. We recommend that participants submit their applications one or two weeks earlier than the above NEBOSH deadline.

Training Fees

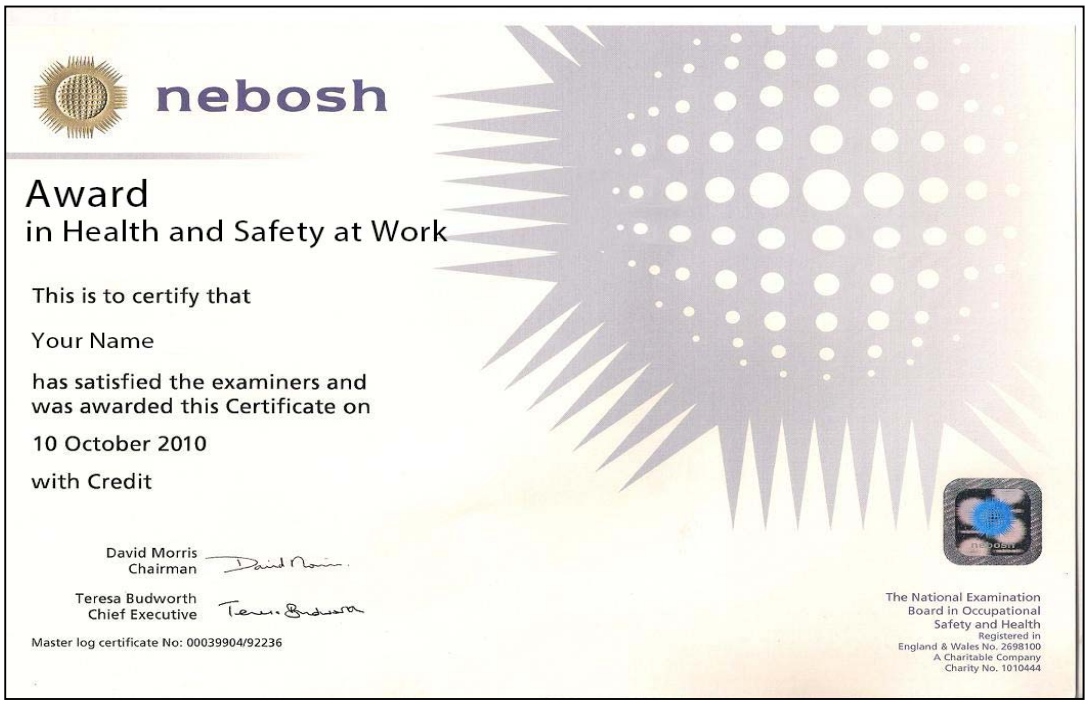
US$ 4,250 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Exam Fee

US$ 140 per Delegate + **VAT**

Course Certificate(s)

(1) NEBOSH Award in Health and Safety at Work Certificate will be issued to participants who have successfully passed the course and successfully completed the practical assessment.



nebosh

Award
in Health and Safety at Work

This is to certify that

Your Name

has satisfied the examiners and
was awarded this Certificate on

10 October 2010

with Credit

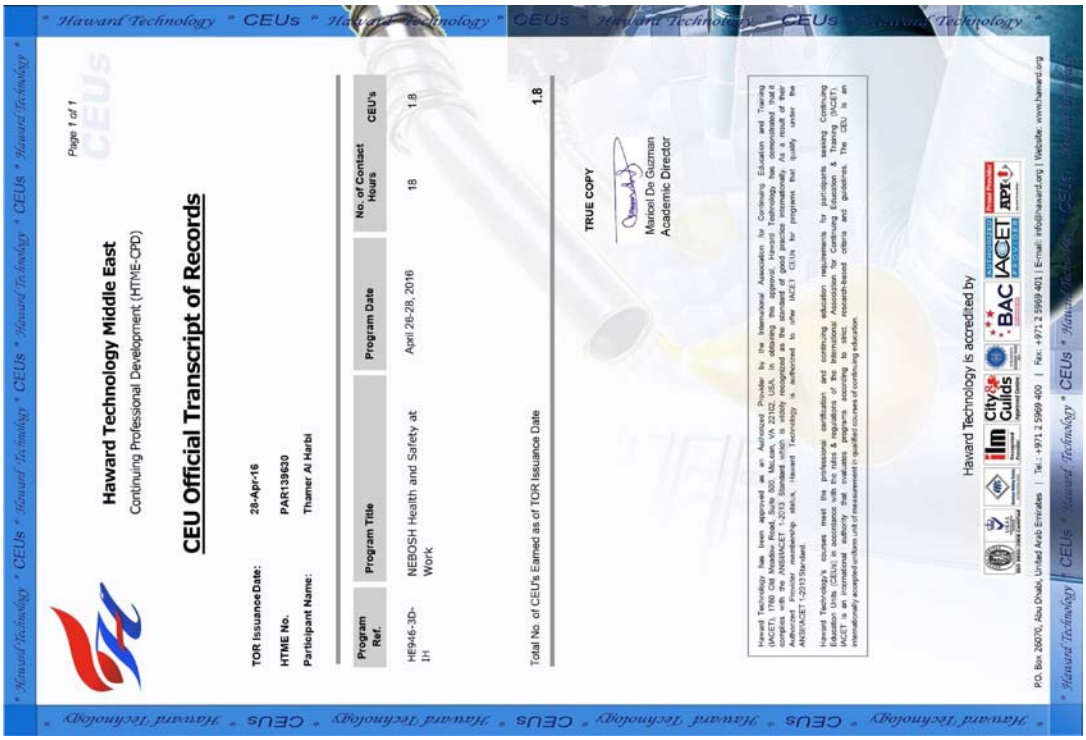
David Morris
Chairman

Teresa Budworth
Chief Executive

Master log certificate No: 00039904/92236

The National Examination
Board in Occupational
Safety and Health
Registered in
England & Wales No. 2698100
A Charitable Company
Charity No. 1010444

(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.



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

CEU Official Transcript of Records

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TOR Issuance Date: 28-Apr-16
HTME No. PAR139630
Participant Name: Thamer Al Harbi

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE946-3D-1H	NEBOSH Health and Safety at Work	April 26-28, 2016	18	1.8

Total No. of CEUs Earned as of TOR Issuance Date 1.8

TRUE COPY

Marioel De Guzman
Academic Director

Haward Technology is accredited by

P.O. Box 30070, Abu Dhabi, United Arab Emirates | Tel.: +971 2 5969 400 | Fax: +971 2 5969 401 | E-mail: info@haward.org | Website: www.haward.org

Certificate Accreditations

Haward Technology is accredited by the following international accreditation organizations:-

- NEBOSH: The National Examination Board in Occupational Safety and Health

  Haward Technology is an **Accredited Course Provider** and **Learning Partner** of The National Examination Board in Occupational Safety and Health (**NEBOSH**) with **Learning Partner Number 931 Bronze**. NEBOSH is the awarding body approved by Scottish Qualifications Authority (SQA). Haward Technology is authorized to offer NEBOSH's comprehensive range of globally-recognized qualifications designed to meet the health, safety, environmental and risk management needs of all places of work.

- 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 **1.8 CEUs** (Continuing Education Units) or **18 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.

- 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. Tony Bunce, PgDip, BSc, RPA, CMIOSH, CRadP, NEBOSH, is an **Accredited Radiation Protection Adviser** (**RPA**) and a **Senior Environmental Consultant** with over **20 years** of extensive experience in **HAZOP & HAZAN** Analysis**,** Hazard Identification (**HAZID**), **ALARP** System, **Radiation Safety & Protection**, **Radioactive Waste Management**, **Radiation Protection Instrumentation**, **Nuclear & Radiological Safety**, **Nuclear Engineering**, **Safety Management System**, **Uranium & Plutonium Safe Handling**, **Contamination Control**, **Radiation Protection Design**, **Risk Assessment**, **Personal Protection Equipment**, **Dosimetry Review**, **Nuclear Weapon & Nuclear Reactor Accident Procedures**, **Personal Protective Equipment**, **Machinery & Work Equipment** and **Manual Handling**. Further, he is also well-versed in **ISO 14001:2004** (Environmental Management System), **AERMOD** Modeling, **Incident Reporting & Investigation**, Cause Tree Analysis (**CTA**), Fault Tree Analysis (**FTA**), **HSE** Emergency Planning, Crisis Management, **HSSE** Practices, Emergency Response Plans and Emergency Preparedness. He is currently the **Radiation Protection Advisor** of **IAEA** (**Austria**) wherein his in-charge of the design and commissioning of IAEA's new Nuclear Material Laboratory.

During Mr. Tony's career life, he held significant positions such as the **Radiation Protection Advisor**, **Radiation Protection Officer**, **Safety Adviser**, **Radiation Monitoring Specialist**, **Lead Safety Adviser** and **Health Physics Monitor** for international companies and agencies such as the International Atomic Energy Agency (**IAEA**), **Thorp Nuclear Processing Plant** and the **Nuclear Department of UK** just to name a few.

Mr. Bunce has a **Post Graduate Diploma** in **Radiation and Environmental Protection** from the **University of Surrey** and a **Bachelor** degree in **Environmental Risk Management** from the **University of Wales Institute Cardiff** in **UK** respectively. Further, he is a **Certified Instructor/Trainer**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management** (**ILM**), an **Accredited Radiation Protection Adviser** (**RPA**) from the **RPA 2000 Board**, a **Qualified Radiological Protection Reviewer**, a Chartered Member of IOSH (**CMIOSH**), a Chartered Radiological Protection Practitioner (**CRadP**), **Certified Radiation Safety Practice** (**Stage 1**) from **City and Guilds** and **NEBOSH Diploma** holder. He has further delivered numerous trainings, conferences, workshops and seminars globally.

Accommodation

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

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 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0930	***Element 1: Why & How you Manage Health & Safety*** *Moral, Legal & Financial Reasons & Benefits for Managing Health & Safety (Reasons & Benefits; Overview of Responsibility of Employers & Workers & Legal Consequences) • Managing Health & Safety Consistently Well (Plan-Do-Check-Act; Leadership-Committed, Promoting a Culture that Supports Health & Safety; Effective Processes (Including Identification/Control of Risk, Incident Investigation); Checking/Monitoring Performance; Communication; Consultation/Participation of Workers; Ignoring the Trivial & Focusing on the Important*
0930 – 0945	*Break*
0945 – 1100	***Element 1: Why & How you Manage Health & Safety (cont'd)*** *Auditing (What, Why & How)*
1100 – 1215	***Element 2: Dealing with Common Workplace Hazards*** *General Workplace Issues – Workplace Access, Housekeeping, Lighting, Temperature, Slips, Trips & Falls (On Same Level), Welfare, First Aid*
1215 – 1315	*Lunch*
1315 – 1430	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Violence & Aggression • Work-Related Stress*
1430 – 1445	*Break*
1445 – 1520	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Hazardous Chemical & Substances • Computers*
1520 – 1530	***Recap***
1530	*End of Day One*

Day 2

0730 – 0930	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Substance Abuse • Electricity*
0930 – 0945	*Break*
0945 – 1100	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Fire • Manual Handling*

1100 – 1215	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Noise & Vibration*
1215 – 1315	*Lunch*
1315 – 1430	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Work Equipment*
1430 – 1445	*Break*
1445 – 1520	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Work at Height*
1520 – 1530	***Recap***
1530	*End of Day Two*

Day 3

0730 – 0800	***Element 2: Dealing with Common Workplace Hazards (cont'd)*** *Workplace Transport*
0800 – 0930	***Element 3: Stopping Incidents & Ill-Health Before They Happen*** *Inspecting the Workplace (Using Checklists; Talking to People)*
0930 – 0945	*Break*
0945 – 1100	***Element 3: Stopping Incidents & Ill-Health Before They Happen (cont'd)*** *Risk Assessment Theory (What 'Hazard', Risk Assessment' & 'Control Measure' Really Mean; Why We Do Risk Assessment (What is Designed to Do); How You Do Risk Assessment (Steps to Risk Assessment); Controlling Risks (Hierarchy of Control; Being Sensible & Proportionate; General Workplace Risk Assessment vs Specific (Including Laptop/Computer Use, Fire, Manual Handling, Hazardous Chemicals)*
1100 – 1200	***Element 4: Learning from Incidents*** *Why Investigating Incidents Makes Sense (What 'Incident', 'Accident' & 'Near Miss' Really Mean • A Simple Four-Step Approach to Investigations (Gather Information; Analyse Information (5 Whys Method); Identify Risk Control Measures; Develop & Implement the Action Plan*
1200 – 1300	*Lunch*
1300 – 1415	***Summarize Topics & Prepare for the Practical Assessment***
1415 - 1430	*Break*
1430 – 1445	***Summarize Topics & Prepare for the Practical Assessment (cont'd)***
1445 - 1500	***Course Conclusion***
1500 – 1515	***POST-TEST***
1515 – 1530	*Presentation of Course Certificates*
1530	*Lunch & End of Course*

MOCK Exam

Upon the completion of the course, participants have to sit for a MOCK Examination similar to the exam of the Certification Body through Haward's Portal. Each participant will be given a username and password to log in Haward's Portal for the MOCK Exam during the 30 days following the course completion. Each participant has only one trial for the MOCK exam within this 30-day examination window. Hence, you have to prepare yourself very well before starting your MOCK exam as this exam is a simulation to the one of the Certification Body.

NEBOSH HSA1 Practical Assessment

The assessment should be carried out after the participants' have completed studying the HSA1 course. Haward Technology will tell the date that they need to receive the assessment. If they fail to submit the assessment to Haward Technology by the date requested, they will be marked as 'absent'.

Practical Sessions

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

Course Coordinator

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