

**COURSE OVERVIEW HE1378-3D**  
**IOSH Managing Safely v5.0**

**Course Title**

IOSH Managing Safely v5.0

**Course Date/Venue**

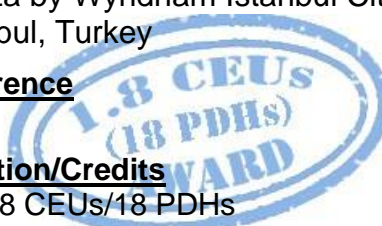
October 14-16, 2024/Club B Meeting Room,  
 Ramada Plaza by Wyndham Istanbul City  
 Center, Istanbul, Turkey

**Course Reference**

HE1378-3D

**Course Duration/Credits**

Three days/1.8 CEUs/18 PDHs



**Course Description**



***This practical and highly-interactive course includes real-life case studies 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 an up-to-date overview of IOSH Managing Safety. It covers the three key moral, legal and financial reasons for managing safely; the manager responsibility and accountability for safety and health in the workplace; the risk assessment process and risk rating systems; evaluating risk using a risk matrix, reducing risk by applying the hierarchy of risk control and implementing risk controls; the law that requires an organisation to protect the safety and health of workers; the three knowledge tests to help and reasonably foreseeable risks; and the difference between criminal law and civil law in relation to safety and health.



During this course, participants will learn the key parts, elements and benefits of a health and safety management system; the leadership as essential part of a health and safety management system; the six main hazard categories; the common hazards in the workplace including their effects and symptoms and how to manage them; the incident investigation, reporting and the stages of a structured approach to incident investigation; the three essential principles for good safety and health performance; the types of information performance indicators to improve safety and health in the workplace; the characteristics of good key performance indicators; the differences between proactive and reactive performance indicators; the internal and external auditing; and the types of evidence used in an audit.



### **Course Objectives**

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

- Apply and gain a good working knowledge on IOSH managing safety v5.0
- Discuss the three key moral, legal and financial reasons for managing safely including manager responsibility and accountability for safety and health in the workplace
- Carryout risk assessment process and risk rating systems
- Evaluate risk using a risk matrix, reduce risk by applying the hierarchy of risk control and implement risk controls
- Identify the law that requires an organization to protect the safety and health of workers
- Recognize the three knowledge tests to help and determine reasonably foreseeable risks and the difference between criminal law and civil law in relation to safety and health
- Discuss the key parts, elements and benefits of a health and safety management system
- Apply leadership as essential part of a health and safety management system and identify the six main hazard categories
- List the common hazards in the workplace including their effects and symptoms and how to manage them
- Carryout incident investigation, reporting and the stages of a structured approach to incident investigation
- Discuss the three essential principles for good safety and health performance and the types of information performance indicators to improve safety and health in the workplace
- Describe the characteristics of good key performance indicators and the differences between proactive and reactive performance indicators
- Apply internal and external auditing and the types of evidence used in an audit

### **Who Should Attend**

This course provides an overview of all significant aspects and considerations of IOSH managing safely v5.0 for managers, supervisors and those who manage risk and resources.

### **Course Fee**

**US\$ 4,250** per Delegate + VAT. This rate includes Participants Pack (Folder, Manual, Hand-outs, etc.), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

### **Accommodation**

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

### 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.

### Certificate Accreditations


Certificates are accredited by the following international accreditation organizations:-



#### The Institution of Occupational Safety and Health (IOSH-UK)

Haward Technology Middle East is an Approved Training Provider by **The Institution of Occupational Safety and Health (IOSH-UK)** with Training Provider number 4992. IOSH is the chartered professional body for health and safety in the workplace. It acts as a champion, supporter, adviser, advocate and trainer for those who protect the safety, health and wellbeing of others.

Haward Technology is approved and licensed to deliver **IOSH Managing Safely** training.


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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 **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.

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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. Mahdi Hashim**, NEBOSH, IOSH, OSHA, CIEH, HABC, is a **Senior Safety Engineer** with over **20 years** of extensive experience within the **Oil & Gas, Refinery and Petrochemical** industries. He is a **NEBOSH Approved Instructor** for various certification programs. His expertise lies extensively in the areas of **NEBOSH** Certificate in Fire Safety, **NEBOSH** International Technical Certificate in Oil and Gas Operational Safety, **NEBOSH** International General Certificate in Occupational Health & Safety, **NEBOSH** HSE Certificate in Process Safety Management, **NEBOSH** HSE Certificate in Health and Safety Leadership Excellence, **NEBOSH** Award in Health and Safety at Work, **NEBOSH** Environmental Awareness at Work Qualification, **Process Safety** Management, **Health & Safety** in the **Workplace**, **IOSH** **Leading Safely**, **IOSH** **Managing Safely**, **Train-the-Trainer**, **Hazards & Risk Assessment**, **Control of Hazardous Substances**, **HAZOP** Awareness, **Advanced Hazard & Operability Study**, **Infection** Prevention & Control, **Hand & Power Tools** Safety, **Machine Guards Safety/Hand & Power Tools** Safety, **Safe Rigging & Lifting Tools**, **Lifting Equipment**, **Tools & Tackles**, **Safe Use of Tools & Equipment**, **Fire Fighting**, **Fire Fighter Rescue Missions**, **Fire Prevention & Safety**, **Applied Fire Risk Assessment**, **Active & Positive Fire Fighting**, **Fire & Gas Detection** Systems, **Fire Fighting & Rescue** Operations, **First Aid**, **Oil & Gas Firefighting Tactics**, **Advanced Storage Tank Fire**, **Fire Fighting** Systems, **Fire Proofing**, **Fire Truck** Operation, **Extinguishers & Hose Reels** Operation, **Approved Gas Tester**, **Gas Testing** Equipment, **Excavator** and **Fire & Security** Management, **Scaffolding** Inspection & Fall Prevention, **Safe Rigging & Lifting Tools**, **Advanced Rigging & Slings**, **Crane/Hoist** Operation, **Confined Space Entry & Rescue**, **Safety Supervision & Leadership**, **Basic Safety** in **Power** Industry, **Safety Awareness**, **Risk Mitigation & Crisis** Management, **Occupational Safety & Health** Management System, **Environmental** Management & Technology (EMT), **Struggles** Management Strategies & Skills, **Dealing with Difficult People** and **Creativity & Innovation**.

During his career life, Mr. Mahdi has gained his practical and field experience through his various significant positions and dedication as the **HSE Senior Trainer**, **HSE Supervisor/Trainer**, **HSE Manager**, **Regional HSEQ Training Manager**, **HSE Officer** and **Senior Instructor/Trainer** from various international companies like the Algozaibi Vocational Training Center, TEEKAY, Ramsis Engineering, Hertel, TABET Enterprises Co. and GPZ Overseas Ltd. & Construction Co.

Mr. Mahdi is an **Approved Tutor** for **NEBOSH** International Technical Certificate in Oil and Gas Operational Safety, **NEBOSH** in Fire Safety, **NEBOSH** General Certificate in Occupational Health & Safety, **NEBOSH** Environmental Awareness at Work Qualification, **NEBOSH** HSE Certificate in Process Safety Management, **NEBOSH** HSE Certificate in Health & Safety Leadership Excellence, an **Approved NEBOSH Practical Assessor** and an **Approved Tutor** for **HABC** (Highfield Awarding Body for Compliance). Further, he is an **OSHA Authorized Trainer**, **Professional & Specialist**, a **Certified Charter Trainer** for **CIEH** (Chartered Institute of Environmental Health) and a **Certified Trainer** for **IOSH** **Leading Safely**, **IOSH** **Managing Safely**, **Train-the-Trainer** and **Award in Health & Safety** in the **Workplace (Level 1-4)**. Moreover, he is an active technical member of **IOSH & BHSS** and delivered numerous trainings, courses, seminars, conferences and workshops internationally.

### 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: Monday, 14<sup>th</sup> of October 2024**

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	<b>PRE-TEST</b>
0830 – 0930	<b>Module 1: Introducing Managing Safely</b> The Three Key Moral, Legal & Financial Reasons for Managing Safely • Manager Responsibility & Accountability for Safety & Health in the Workplace
0930 – 0945	Break
0945 – 1130	<b>Module 2: Assessing Risk</b> Definitions of the Terms ‘Hazard’, ‘Hazardous Event’ & ‘Risk’ • Definition of the Term ‘Risk Assessment’ • Definition of the Terms ‘Likelihood’ & ‘Consequence’ • Risk Assessment Process & Risk Rating Systems • The Benefits of Carrying out Risk Assessment • Practical Activity to Spot Hazards Assess & Control Risk
1030 – 1230	<b>Module 3: Controlling Risks</b> Definition of the Term ‘Reasonably Practicable’ • How to Evaluate Risk using a Risk Matrix & How to Control those Risks • How to Reduce Risk by Applying the ‘Hierarchy of Risk Control’
1230 – 1245	Break
1245 – 1420	<b>Module 3: Controlling Risks (cont’d)</b> How Implementing Risk Controls can Impact the Likelihood of an Incident, Consequence of an Incident or Both Factors • Definition of the Term ‘Residual Risk’ • Practical Activity to Spot Hazards Assess & Control Risk
1420 – 1430	<b>Recap</b>
1430	Lunch & End of Day One

#### **Day 2: Tuesday, 15<sup>th</sup> of October 2024**

0730 – 0930	<b>Module 4: Understanding Responsibilities</b> An Overview of What the Law Requires an Organisation to do to Protect the Safety & Health of Workers & Other Persons under its Control • Definition of the Term ‘Reasonably Foreseeable’ • The Three Knowledge Tests to Help Determine ‘Reasonably Foreseeable’ Risks: Common, Industry & Expert Knowledge • The Difference Between Criminal Law & Civil Law in Relation to Safety & Health • The Possible Outcomes of Not Working Within the Law
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0930 – 0945	Break
0945 – 1030	<b>Module 4: Understanding Responsibilities (Cont'd)</b> Where to Find Help & Guidance for Working Within the Law • The Key Parts, & the Elements of Each Part, of a Health & Safety Management System • The Key Benefits of Introducing a Health & Safety Management System • Why Leadership is an Essential Part of a Health & Safety Management System
1030 – 1230	<b>Module 5: Understanding Hazards</b> The Six Main Hazard Categories & How Hazards can Fall into More Than One Group (Mechanical, Physical, Chemical, Environmental, Biological, Organizational)
1230 – 1245	Break
1245 – 1420	<b>Module 5: Understanding Hazards (Cont'd)</b> Common Hazards in the Workplace, Their Effects & Symptoms & How to Manage them Hazards Covered are (Aggression & Violence, Asbestos, Bullying, Chemicals, Computer Workstations, Confined Spaces, Drugs & Alcohol, Electricity, Fire, Getting In & Out, Heights, Housekeeping, Lighting, Manual Handling, Noise, Plant & Machinery, Radiation, Slips & Trips, Stress, Temperature, Vehicles & Transport, Vibration, Any Other Relevant Hazards)
1420 – 1430	<b>Recap</b>
1430	Lunch & End of Day Two

**Day 3: Wednesday, 16<sup>th</sup> of October 2024**

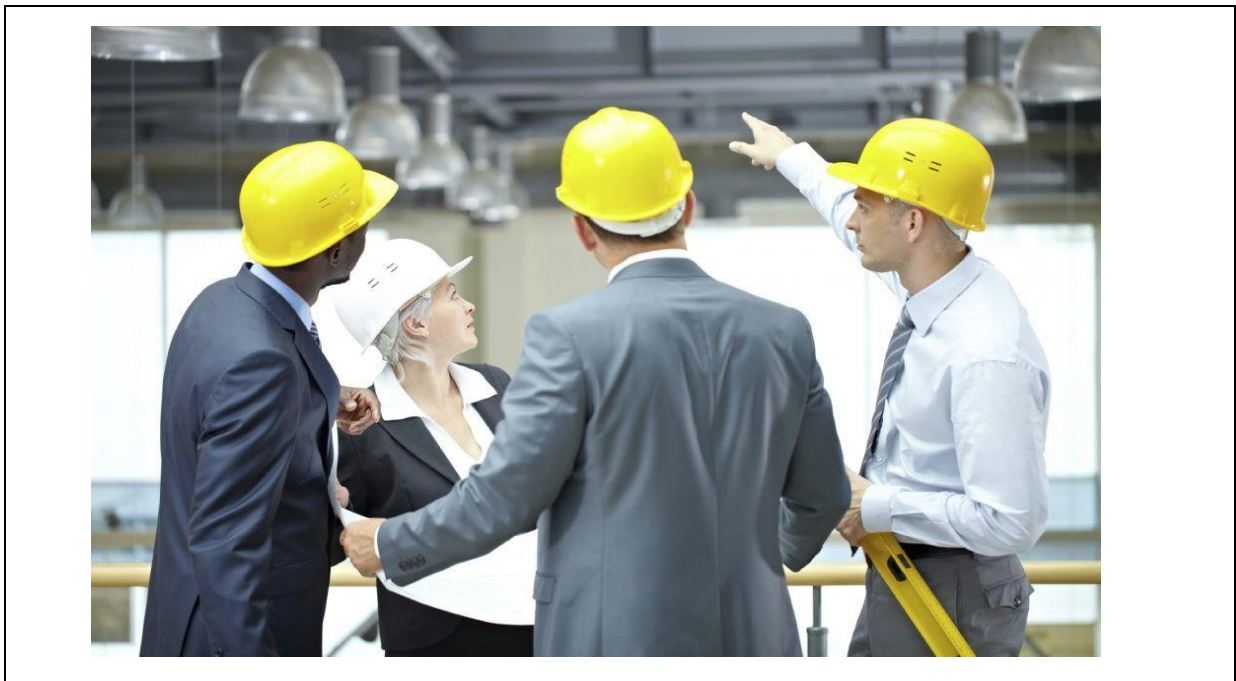
0730 – 0930	<b>Module 6: Investigating Incidents</b> Definition of the Terms 'Incident', 'Accident' & 'Near Miss' • Reasons to Investigate Incidents • The Benefits of Incident Investigation • Definition of the Terms 'Immediate', 'Underlying' & 'Root' Causes in Relation to Incidents
0930 – 0945	Break
0945 – 1130	<b>Module 6: Investigating Incidents (Cont'd)</b> The Actions to be Taken Following an Incident • Incident Reporting • The Stages of a Structured Approach to Incident Investigation
1130 – 1230	<b>Module 7: Measuring Performance</b> The Three Essential Principles for Good Safety & Health Performance • What Types of Information Performance Indicators Can Give to Help Improve Safety & Health in the Workplace • The Characteristics of Good Key Performance Indicators • The Differences Between 'Proactive' & 'Reactive' Performance Indicators
1230 – 1245	Break
1245 – 1300	<b>Module 7: Measuring Performance (Cont'd)</b> What is Meant by 'Auditing' • The Two Types of Auditing: Internal & External • Types of Evidence Used in an Audit
1300 – 1315	<b>Course Conclusion Knowledge &amp; Comprehension</b>
1315-1415	<b>ASSESSMENT</b>
1415-1430	Presentation of Course Certificates
1430	Lunch & End of Course

### **Practical Application of Learning**

- Learners are required to complete a workplace risk assessment using either the standard IOSH form or their own company form. This is to be completed within two weeks of the end of the course. The project must be marked using the IOSH criteria and has a maximum of 38 marks.

### **Practical Sessions**

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



### **Course Coordinator**

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