

COURSE OVERVIEW HE0908(HC1)
Security Audit & Inspection

Course Title

Security Audit & Inspection

Course Date/Venue

Session 1: August 25-29, 2024/The Kooh Al Noor Meeting Room, The H Dubai Hotel, Sheikh Zayed Road - Trade Centre, Dubai, UAE

Session 2: September 01-05, 2024/The Kooh Al Noor Meeting Room, The H Dubai Hotel, Sheikh Zayed Road - Trade Centre, Dubai, UAE



Course Reference

HE0908(HC1)



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 an up-to-date knowledge on EHS audits and inspections. It covers the environment, health and safety inspections and audits (Corporate and Regulatory); the hazards at the workplace, record findings, controls and generate reports; and the strategies for controlling hazards, reducing risks and applying safe systems of work.



During this interactive course, participants will learn the Environment Health and Safety enforcement mechanism as required by regulatory framework; the OHSAS 18001 and ISO 14001 certification; and the environment, health and safety audit reports submitted by industries.

Course Objectives

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

- Apply and develop competency for Environment Health & Safety audits & inspections
- Conduct Environment, Health & Safety inspections & audits (Corporate & Regulatory)
- Enumerate hazards at the workplace, record findings, identify controls and generate reports
- Identify and apply strategies for controlling hazards, reducing risks and applying safe systems of work
- Carryout Environment Health & Safety enforcement mechanism as required by regulatory framework
- Implement OHSAS 18001 and ISO 14001 certification
- Review Environment, Health & Safety Audit Reports submitted by industries

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, sample video clips of the instructor’s actual lectures & practical sessions during the course conveniently saved in a **Tablet PC**.

Who Should Attend

This course is aimed for all personnel who are involved in carrying out EHS audits & inspections. This will significantly benefit health, safety & environment professionals, managers, supervisors, officers, and technical auditors on HSE Management System.

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 Fee


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)

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 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.

- 

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.

Accommodation

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

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:



General Ahmed Mady is a Senior Security Consultant and an Expert in Intelligence, Strategic Planning, Terrorism, Security Management, Security Risk Assessment, Operating Access Control System, Security Operations Management and HSE Management with over 40 years of practical experience. He has consistently exemplified great skills in Strategic Security Management, Security Risk Management, Security Threat Identification, Risk Analysis Evaluation & Management, Security Systems, Security Intelligence, Security Operations Management, Investigation & Security Surveying, Security Crisis Management, Corporate Security Planning, Strategic Analysis, Strategy Selection & Implementation, Security Policies & Procedures, Logistics Management, Systems Analysis & Design, Organization Procedure Evaluation & Auditing, Contracting & Systems Construction and Maximo Managing Work & Foundation. Curently, he is the Chief Information Directorate of the Ministry of Civil Aviation.

During his service, he had been tasked as the **Chief Engineering Analyst, On-Scene Commander (OSC) & Incident Commander (IC)** in the **Air Force** and was responsible for a team of engineers supporting all engineering studies, modifications, aging studies and maintenance analysis. Being a **Board Member** of the **Aviation Information Technology Center**, he holds control of the overall strategies and procedures for the ministry, contracting for major IT projects, supervising all IS activities in the aviation sector and ensuring quality and success of delivery. He had likewise served as the **Commander** of the **Air Force** and had worked closely with the **Logistics Computer Center** wherein he gave out direction on **Operational & Tactical Logistics Planning** and **Strategic Military Logistics** to numerous high ranking officials, and at the same time **commanding flying Air Force maintenance squadron logistics field activities**. General Ahmed retired in the service as a **Major General**.

Earlier in his career, General Ahmed had occupied several challenging roles with several large Logistics companies as their **General Manager, Maintenance Engineer, Systems Analyst, Training Branch Chief, Systems & Communication Engineer, Computer Programmer** and **Logistic Instructor**. Further, he has travelled all over Europe, Asia and the Americas joining numerous conferences and workshops with the **Ministry of Foreign Affairs** and international companies such as **IBM, System Science Corporation (SSC)** and **International Air Transport Association (IATA)**.

General Ahmed has a **Bachelor** degree in **Mechanical Engineering**. Further, he has gained **Diplomas** on **Civil Aviation Engineering, Islamic Studies** and **Information Systems & Technology**. Moreover, he is a **Certified Assessor** by **City & Guilds Level 4 Certificate** in **Leading the Internal Quality Assurance of Assessment Processes & Practice** and **Level 3 Certificate** in **Assessing Vocational Achievement** under the **TAQA Qualification (Training, Assessment & Quality Assurance)**, a **Certified Internal Verifier Level 2 & 3 NVQ Processing Operations: Hydrocarbons** by the **British City & Guilds**, a **Certified Internal Verifier/Trainer/Assessor** by the **British Institute of Leadership & Management (ILM)** and a **Certified Instructor/Trainer**

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	<i>Registration & Coffee</i>
0800 – 0815	<i>Welcome & Introduction</i>
0815 – 0830	PRE-TEST
0830 - 0930	<i>Difference Between Audits & Inspections</i>
0930 – 0945	<i>Break</i>
0945 – 1100	<i>Legal Aspects of EHS Inspections & Audits</i> <i>Obligations • Implications etc.</i>
1100 - 1230	<i>Types of Inspections & Audits</i> <i>Internal • External • Certification, etc</i>
1230 – 1245	<i>Break</i>
1245 - 1420	<i>Inspections & Audits Techniques</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day One</i>

Day 2

0730 - 0830	<i>Development of Audits & Inspections Plan</i>
0830 - 0930	<i>Roles & Responsibilities</i> <i>Employer • Employee • Area Owner • Supervisors etc.</i>
0930 – 0945	<i>Break</i>
0945 – 1100	<i>EHS Inspectors & Auditors</i> <i>Functions & Responsibilities</i>
1100 - 1230	<i>How to Conduct Inspections & Audits</i> <i>Plan • Communicate • Conduct • Report</i>
1230 – 1245	<i>Break</i>
1245 - 1420	<i>Evidence Collection & its Importance During Inspections/Audits</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Two</i>

Day 3

0730 - 0930	<i>Inspections</i> <i>Good • Bad • Advantages • Disadvantages</i>
0930 – 0945	<i>Break</i>
0945 – 1100	<i>EHS Inspections Checklist</i> <i>Contents, Use etc.</i>
1100 - 1230	<i>EHS Inspections/Audits Reporting</i> <i>Use of Risk Matrix for Classifying Findings to High, Medium & Low Risks</i>
1230 – 1245	<i>Break</i>
1245 - 1420	<i>EHS Inspections/Audits Report Analysis</i> <i>Categorization • Identification of Major Contributors • Trend Analysis • Recommending Corrective Action etc.</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Three</i>

Day 4

0730 - 0930	Inspections Objectives with Reference to Enforcement Requirements of EHS Regulatory Framework
0930 - 0945	Break
0945 - 1100	What is Corrective Plan? Key Contents • Role & Responsibilities • How to Set/Accept the Target Dates etc.
1100 - 1230	How to Prepare for External Certification Audit
1230 - 1245	Break
1245 - 1420	Audit Types EHS MS Compliance Audits • Safe Work Practices/Safe System of Work • Health & Environment Audits • EHS Risk Assessments Inspections • Industrial Hygiene Audits • Behavioral Based Safety Audits
1420 - 1430	Recap
1430	Lunch & End of Day Four

Day 5

0730 - 0930	ISO14001 & OHSAS18001 Audits Key Requirements
0930 - 0945	Break
0945 - 1100	Benefits of EHS Inspections & Audits
1100 - 1230	Case Studies Examples of Inspections & Audit Based on ZonesCorp Corporate & Regulatory Requirements
1230 - 1245	Break
1245 - 1345	Workshop Activities Conducting Site Inspections etc. • Group Discussion • Role Play
1345 - 1400	Course Conclusion
1400 - 1415	POST-TEST
1415 - 1430	Presentation of Certificates
1430	Lunch & End of Course

Practical Sessions

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



Course Coordinator

Mari Nakintu, Tel: +971 2 30 91 714, Email: mari1@haward.org