



COURSE OVERVIEW HE0128

Industrial Hygiene Certification Program W505: Control of Hazardous Substances

(Accredited by OHTA-BOHS)

Course Title

Industrial Hygiene Certification Program: W505: Control of Hazardous Substances (Accredited by OHTA-BOHS)

Course Reference

HE0128

Course Duration

Training: Five days/4.5 CEUs/45 PDHs

Exam: One day/3 Hours

Total: 6 Days

Course Date/Venue

Session(s)	Date	Venue
1	September 08-12, 2024	Al Aziziya Hall, The Proud Hotel Al Khobar, Al Khobar, KSA
2	November 17-21, 2024	Boardroom 1, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE

Course Description

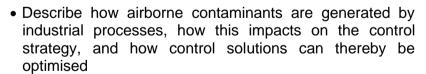


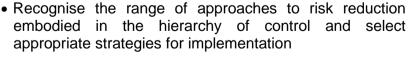
This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.

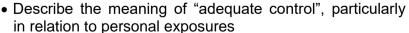
This course is to describe the ways in which exposure to hazardous substances arises in the workplace and to introduce the methodologies and technologies available to control exposures and thereby reduce risks to health.



On completing this course successfully, participants will be able to :-







• Discuss the importance of design considerations in terms of the workplace, process, and plant, as a means of reducing occupational exposures





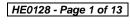






















- Describe the principal elements of a local exhaust ventilation system, give examples of typical installations and know how to carry out the necessary measurements to assess whether a local exhaust ventilation system is effective and operating to the design specification
- Recognise the limitation s of local exhaust hoods and enclosures and the means to optimise their effectiveness
- Describe how personal protective equipment programmes may be used in an effective manner
- Recognise the impact that control measures may have on other workplace hazards and understand the need to take a holistic approach to the design of control solutions

The course normally run as a taught course over 5 days (minimum of 45 hours including practical/demonstration sessions, lectures, tutorials, guided reading, overnight questions and examination). There will be a 40 short answer question "open book" examination with an allowed time of 120 minutes.

This course is designed to provide participants with a detailed and up-to-date overview of control of hazardous substances. It covers the hazardous substances uses and processes; the workplace control principles covering hierarchy of control and achieving effective control; the process design and principles including design of equipment and workplace, prevention, elimination and substitution; the ventilation system and the various types, principles, general ventilation, local exhaust ventilation (LEV), measurement and testing of LEV systems; and the personal protective equipment (PPE) and its types, covering respiratory protective equipment, chemical protective clothing (CPC), gloves and dermal care.

During this interactive course, participants will learn the administrative elements comprising of reducing periods of exposure, exclusion of non-essential personnel, personal hygiene arrangements, coordinated approach to control, training and supervision; the access to hazardous areas and the role of assessment measurement, monitoring, health surveillance in initiating control measures; the role of written operating procedures, permits to work; and the role of occupational hygiene programmes in continuing control.

Course Objectives

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

- Achieve the OHTA-BOHS Certificate in W505: Control of Hazardous Substances
- Recognize hazardous substances uses and processes as well as workplace control principles covering hierarchy of control and achieving effective control
- Illustrate process design and principles including design of equipment and workplace, prevention, elimination and substitution
- Carryout ventilation system and identify the various types, principles, general ventilation, local exhaust ventilation (LEV) and measurement and testing of LEV systems





















- Enumerate personal protective equipment (PPE) and its types, covering respiratory protective equipment, chemical protective clothing (CPC), gloves and dermal care
- Identify administrative elements comprising of reducing periods of exposure, exclusion of non-essential personnel, personal hygiene arrangements, coordinated approach to control, training and supervision
- Control access to hazardous areas and discuss the role of assessment measurement, monitoring, health surveillance in initiating control measures
- Recognize the role of written operating procedures, permits to work and role of occupational hygiene programmes in continuing control

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 covers deeper appreciation and wide understanding of hazardous substance control for health and safety professionals, occupational health specialists including physicians and nurses. Specialists in subjects such as acoustics, ergonomics, human factors, occupational psychology, work organisation, biosafety, engineering, analytical chemistry and those who want a broader appreciation of how their role interfaces with other professions over health issues in the workplace.

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.

Accommodation

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

Course Fee

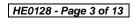
US\$ 7,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.



















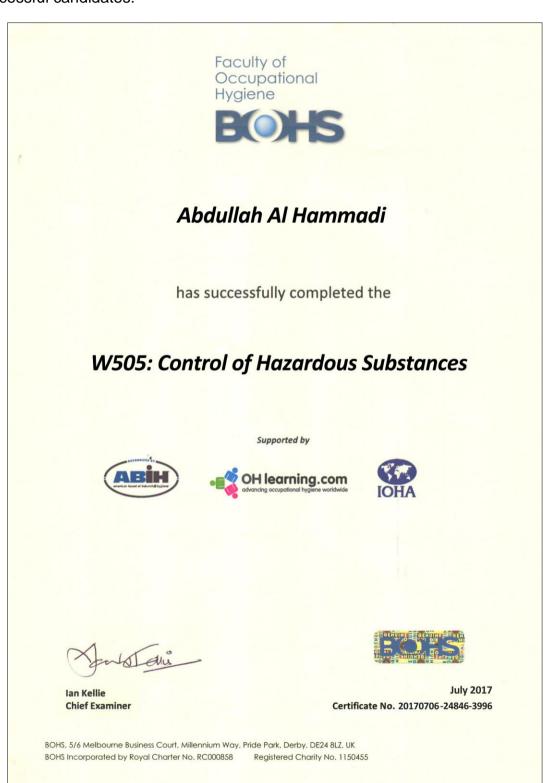


Course Certificate(s)

(1) BOHS Certificates will be issued to participants who have successfully completed the course and passed the exam of the course.

BOHS Certificate(s)

The following certificate is a sample of the BOHS certificates that will be issued to successful candidates:-





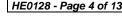
























(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.





























Certificate Accreditations

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



The British Occupational Hygiene Training Association (OHTA-BOHS)

Haward Technology is an OHTA Approved Training Provider under the W201 and W500 series modules that promote better standards of occupational hygiene practice throughout the world. OHTA is the British Occupational Hygiene Training Association.

Haward Technology supports hygiene professionals who wanted people around the world to enjoy the benefits of healthy working environments.

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 2018-01 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 2018-01 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 4.5 CEUs (Continuing Education Units) or 45 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.



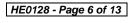






















Course Instructor(s)

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. Peter Jacobs, is a Senior HSE Consultant with almost 25 years of extensive experience within Oil & Gas, Refinery and Petrochemical industries. His wide experience covers in the areas of Incident Command & Report Writing, HAZOP, HAZMAT, HAZID, Health Risk Assessment, Modern Safety Risk Management, Process Risk Management, Root Cause Analysis Techniques, HSE Management System Development & Implementation, SAESI Hazardous Materials for the First Responder Operations (NFPA 472), Industrial Safety &

Housekeeping, Job Safety & Hazard Analysis, Hazardous Substances Measurement, Workplace Control, Physical Agents, Emergency Response, Chemical & Biological Operations, Basic Safety & Loss Prevention, Safety in Chemical Laboratory, Confined Space Safety, Industrial Hygiene, Occupational Health & Hygiene, Ergonomics, Biological Assessment, Radiation with Radon/Thoron Assessment, Radiation Protection Safety, Radiation Monitoring, Natural Radiation Sources, Nuclear Regulatory Act, Industrial Ventilation, Air Pollution Dispersion Modelling, Basic Clandestine Drug Laboratory Investigation, Chemical Engineering, Fire Safety & Evacuation, Evacuation Safety, Safety Orientation, Hand & Power Tools Safety, Isokinetic Stack Sampling, Dust Exposure, Quantifying Workplace Stressors, Noise & Airborne Pollutants, Thermal Stress, Illumination, Mine Health & Safety, Statistical Method Validation, Legal Audit Compliance, Riot & Crowd Control, ISO 14000, OHSAS 18000, ISO 17025 and ISO 9000.

During his career life, Mr. Jacobs has gained his practical and field experiences through his various significant positions and dedication as the Forensic Science Laboratory Manager, Occupational Hygienist, Radiation Protection Officer, Lead Practitioner, Safety, Health & Environmental (SHE) Specialist, First Responder, OHS Inspector, Ambulance Assistant and LPG Distributor Auditor from various international companies like the Sedulitas, Richards Bay Minerals, Sasol and South African Police Service.

Mr. Jacobs has a Master's degree in Public Health – Occupational Hygiene, a National Diploma in Purchasing Management and held an Intermediate Certificate in Mine Environmental Control an Accredited South African Emergency Services Institute (SAESI). Further, he is a Certified Instructor/Trainer, an Appointed Commissioned Officer, a SAIOH/ IOHA President, an Assessor/Moderator of Health & Welfare SETA, a Registered Occupational Hygienist of the Southern African Institute for Occupational Hygiene, awarded as a SAIOH Occupational Hygienist of the Year Award and a well-regarded member of the British Occupational Hygiene Society (BOHS), Mine Ventilation Society of South Africa (MVSSA) and South African Radiological Protection Association (SARPA). He has further delivered numerous trainings, courses, seminars, workshops and conferences worldwide.





















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

Day 1	
0730 - 0745	Registration & Coffee
0745 - 0800	Welcome & Introduction
0800 - 0815	PRE-TEST
0815 – 0930	Hazardous Substances Uses & Processes Range of Properties of Airborne Contaminants including Dusts, Aerosols, Vapours, Gases & the Potential Hazards they may Present ● Series of Short Case Studies ● Health Hazards & Risks Overview
0930 - 0945	Break
0945 – 1200	Hazardous Substances Uses & Processes (cont'd) Sources & Factors Affecting Emission of Airborne Contaminants in Order to Develop an Understanding of the Approach to Controlling Exposure Problems and How to Select Appropriate Control Strategies
1200 - 1230	Lunch
1230 – 1330	Hazardous Substances Uses & Processes (cont'd) Use of Rotary Tools (Circular Saws, Rotary Sanders) Other Directional Processes (Paint Spraying) and Fume Yielding Processes (Welding & Soldering)
1330 - 1430	Hazardous Substances Uses & Processes (cont'd) The Principles of Containment & Control Techniques for Common Process such as Weighing & Dispensing Solids & Liquids from Containers to Process Equipment Should be Considered for a Range of Materials from Low to High Hazard
1430 - 1445	Break
1445 – 1720	Workplace Control Principles: Hierarchy of Control Principles of Identifying Hazards & Risks in the Workplace ● Hierarchy of Control & its Underlying Principles - Work Procedures, Process Engineering Control, Ventilation & PPE (Practicable Programmes may Involve a Combination of Measures)
1720 – 1730	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1730	End of Day One

Day 2

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0730 - 0930	Workplace Control Principles: Achieving Effective Control (cont'd) The Meaning of Adequate Control Including the Use of Occupational Exposure Limits, Other Published & In-House Standards Including those for Carcinogens, Asthmagens & Biological Agents ● The Role of Assessment by All Routes to Identify Exposures, Confirm Compliance, Achieve Adequate Control, Risks at the Design Stage & in Existing Facilities, Risks from Normal Operations & During Non-Routine or Maintenance Activities
0930 - 0945	Break
0945 – 1200	Workplace Control Principles: Achieving Effective Control (cont'd) The Practical Application of the Hierarchy of Control such as the Use of a Combination of Measures, Stepwise Approach ● Effective Control Strategies, Adopting the Principles of Reasonable Practicability Including COSHH Essentials/ILO Toolbox























1200 - 1230	Lunch
1230 - 1430	Process Design & Principles: Design of Equipment & Workplace General Design of Equipment & Workplace Layout & How this Influences Exposure ● The Effects of Automation & Robotics
1430 - 1445	Break
1445 – 1720	Process Design & Principles: Prevention, Elimination, Substitution Prevention of Exposure by Good Process Design, Including Containment, Elimination or Substitution of Hazardous Substances & Activities
1720 – 1730	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1730	End of Day Two

Day 3

Day 3	
0730 - 0930	Process Design & Principles: Prevention, Elimination, Substitution (cont'd) Examples of Industrial Processes Where Hazards may be Minimised by Changes to Substance or Form (Eg Reduction of Volatile Constituents, Granulation of Dusty Powders) or Changes to the Process (Eg Replacement of Paint Spraying by Brush Application) & Workplace Layout
0930 - 0945	Break
0945 - 1200	Ventilation Systems: Types of System General Ventilation Systems, Local Exhaust Ventilation (LEV)
1200 - 1230	Lunch
1230 - 1430	Ventilation Systems: Principles Basic Principles of System Design- Fans, Ducts, Air Cleaners and Discharges ● Fan Types & their Typical Applications ● Duct Sizing, Configuration & Duct Materials ● Principles of System Balancing ● Facilities for Thorough Examination, Maintenance, Examination & Testing ● Air Cleaners -Types (Gravity & Centrifugal Collectors, Dry Fabric, Electrostatic, Wet Methods, Absorption Types) & their Performance
1430 – 1445	Break
1445 – 1720	Ventilation Systems: General Ventilation Systems Use as a Means of Controlling Airborne Exposures ● Principles of Natural Ventilation & Infiltration ● Mechanical Ventilation, Dilution or Displacement Including Methods of Delivery & Distribution
1700 – 1720	Ventilation Systems: General Ventilation Systems Determination & Calculation of Ventilation Requirements ● Application & Limitations of General Ventilation
1720 – 1730	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1730	End of Day Three

Dav 4

Duy 7	
0730 - 0930	Ventilation Systems: Local Exhaust Ventilation (LEV) Design Features ● LEV Hoods; Enclosing Hoods, Receiving Hoods & Capturing Hoods ● Capture Velocity, Face Velocity, Transport Velocities ● Fletcher & Garrison Methods of Predicting Air Flows, Velocity Contours & Effects of Flanges
0930 - 0945	Break





















0945 – 1200	Ventilation Systems: Local Exhaust Ventilation (LEV) (cont'd) Application of Hoods of All Types & Use of Partial & Total Enclosures in Industrial Situations ● Limitations of LEV ● Supply Air, Importance of Location & Direction, Use of Treated Recycled Air ● Safe Discharge Arrangements (Treatment Before Discharge & Location of Discharge)
1200 - 1230	Lunch
1230 - 1430	 Ventilation Systems: Measurement & Testing of LEV Systems Measurement of Performance & Relation to Attainment of Control of Exposure Calculations for Volume Flows from Pressure & Velocity Measurements
1430 - 1445	Break
1445 - 1720	Ventilation Systems: Measurement & Testing of LEV Systems (cont'd) Maintenance Examination & Test; Periodic Checks & Inspections, Thorough Examinations & Testing ● Continued Satisfactory Performance Indication
1720 – 1730	Recap
1730	End of Day Four

Dav 5

Day 5	
	Personal Protective Equipment: General Types of Personal Protective Equipment (PPE) Including Respiratory Protective
0730 - 0930	Equipment (RPE) Protective Gloves & Chemical Protective Clothing •
	Limitations of Use • Definition of Suitability • Importance of Selection,
	Training, Maintenance & Proper Use in the Development of a PPE Programme
0930 - 0945	Break
	Personal Protective Equipment: Respiratory Protective Equipment
0945 - 1200	Types of RPE & their Limitations Eg Dust Respirators; High Efficiency, Powered, Ventilated Visors, Disposables, Ori-Nasal, Breathing Apparatus
0943 - 1200	Respirators for Organic Vapours & Inorganic Gases • Selection, Use &
	Maintenance of RPE; Face Fit Testing
1200 - 1230	Lunch
	Personal Protective Equipment: Chemical Protective Clothing (CPC)
1230 – 1330	Types of CPC • Performance Criteria • Testing Effectiveness • Application,
1230 1330	Limitations • Storage Arrangements, Laundering Arrangements, Role in
	Prevention of Spread of Contamination • Suitability for Use & Integrity
	Personal Protective Equipment: Gloves & Dermal Care Basic Dermal Exposure Assessment Techniques & Principles of Dermal
1330 – 1430	Exposure Risk Management • Types of Gloves & their Performance Data •
	Permeation & Breakthrough • Glove Selection, Maintenance & Training in Use
1430 - 1445	Break
	Administrative Elements
	Reducing Periods of Exposure • Exclusion of Non-Essential Personnel,
	personal Hygiene Arrangements • Co-Ordinated Approach to Control,
1500 – 1645	Training, Supervision • Control of Access to Hazardous Areas • The Role of
	Assessment, Measurement, Monitoring & Health Surveillance in Initiating
	Control Measures • Role of Written Operating Procedures, Permits to Work
	Etc • Role of Occupational Hygiene Programmes in Continuing Control
4645 4506	Course Conclusion
1645 - 1700	Using this Course Overview, the Instructor(s) will Brief Participants about the
4700 4745	Course Topics that were Covered During the Course
1700 – 1715	POST TEST
1715 – 1730	Presentation of Course Certificates
1730	End of Course

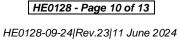






















MOCK Exam

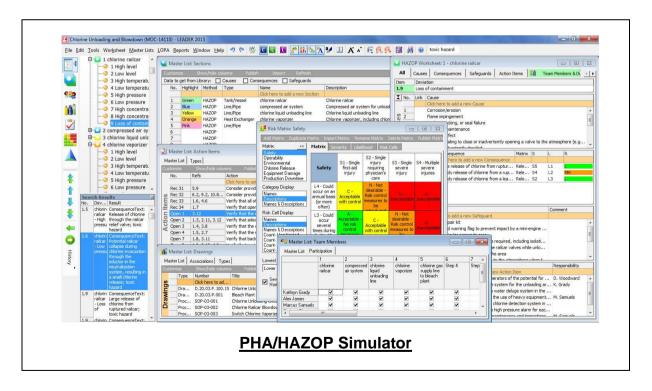
Upon the completion of the course, participants have to sit for a MOCK Examination similar to the exam of the Certification Body through Haward's Portal. Each participant will be given a username and password to log in Haward's Portal for the MOCK exam during the 7 days following the course completion. Each participant has only one trial for the MOCK exam within this 7-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.

Day 6: OHTA BOHS Online Exam (to be scheduled within 30 days of course completion)

0900 - 0915	OHTA-BOHS Exam Registration/Briefing
0915 - 1145	OHTA-BOHS Exam
1145 - 1200	Closing Ceremony
1200	End of Exam

Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using our state-of-the-art "PHA/HAZOP", "Workplace Risk Assessment" "Industrial Hygiene Virtual Laboratory" and "CIHprep V9.0" simulators.

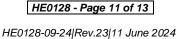












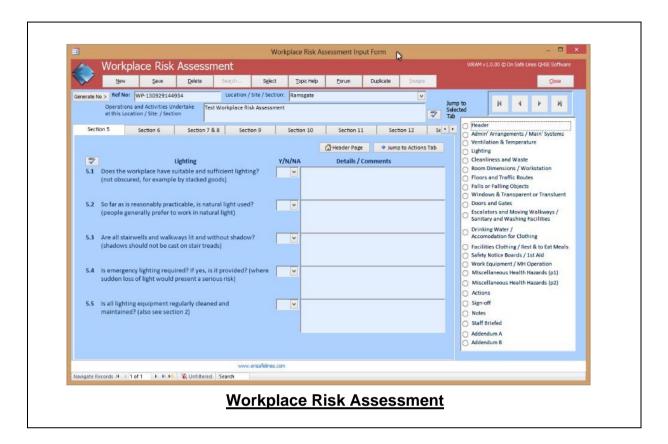


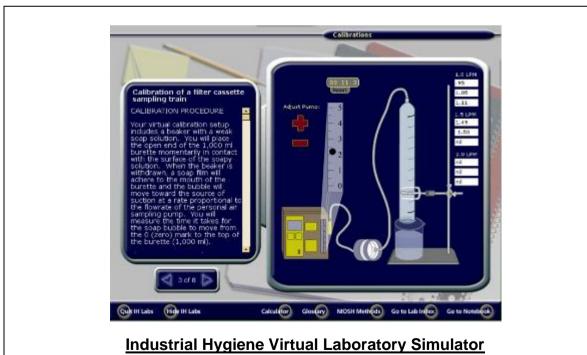














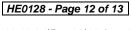














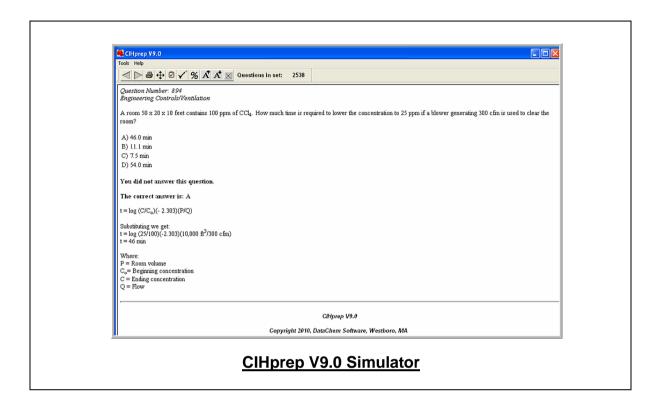












Course Coordinator

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