

## Health and Safety Principles and Compliance Course (OHS Act)

1 Day Course



Saiosh

South African Institute of  
Occupational Safety and Health

Verified - 2 CPD Points

### Module 1: Introduction

- Health and safety in South Africa
- Purpose of the Occupational Health and Safety Act (OHS Act)

### Module 2: Health and safety policies; rules and procedures

- Safety rules and procedures/ health and safety policies

### Module 3: Right to compensation

- Persons involved/ duties of employers; employees and contractors/ third parties/ unlawful actions/ contractors' agreements/ letters of good standing

### Module 4: Identifying and dealing with workplace hazards and risks

- Managing workplace hazards and risks/ reasonably practical principal
- Safe work procedures

### Module 5: Prescribed administrative duties

- Reporting, recording and investigating of workplace incidents and diseases/ copy of the OHS Act, wall charts, offenses and penalties

### Module 6: Communication

- Health and safety representatives and committees

### Module 7: Personal protective equipment and symbolic safety sign

- Personal protective equipment/ certain deductions forbidden/ duty not to interfere with, damage or misuse things/ symbolic safety signs

### Module 8: General safety issues

- First aid and first aid boxes/ intoxication/ housekeeping/ stacking and storing requirements/ working in elevated positions/ use of ladders/ stair cases/ storage of flammable liquids

### Module 9: Facilities and environmental conditions

- Facilities and change rooms/ sanitation and conditions of facilities/ ratio of facilities
- Temperatures/ lighting/ ventilation / housekeeping

### Module 10: Environmental conditions

- Housekeeping requirements
- Temperatures/ ventilation/
- Lighting requirements

## Health and Safety Principles and Compliance Course (OHS Act)

### 1 Day Course

#### Module 11: Electrical requirements, machinery, lifts and escalators

- Electrical installations/ CoC certificates/ authorized persons/ electric fences
- Use of machinery/ duties of the user/ installations/ inspections/ maintenance

#### Module 12: Hazardous chemical agents and ergonomics

- SDS's on substances used/ handling of with Hazardous chemical agents
- Ergonomics in the workplace

#### Purpose of the course:

Health and safety legislation creates minimum standard law that need to be complied with. The course creates health and safety awareness and it will enable learners to understand health and safety principles and prescriptions for the workplace.

Participants will receive practical information on current health and safety matters in order to ensure workplace compliance.

#### The qualifying learner will be:

- able to understand the general prescriptions and principles of the Occupational Health and Safety Act.
- familiar with the different role players involved in health and safety and each individual's rights and responsibilities.
- familiar with the required health and safety policies; rules and procedures,
- familiar with the required health and safety agreements and letters of good standing
- able to recognize and correct work-related hazards and risks.
- familiar with the requirements for the correct reporting, recording and investigating of workplace incidents and diseases.
- familiar with the requirements relevant to the provision of a copy of the OHS Act, the display of wall charts as well as possible fines and penalties for OHS Act offenses.
- familiar with the duties and role of health and safety representatives and committees.
- familiar with the requirements applicable to PPE, the fact that certain deductions are forbidden, the duty not to interfere with, damage or misuse things provided for health and safety and the prescriptions relating to symbolic safety signs.
- familiar with the requirements applicable to first aid and first aid boxes.
- familiar with the requirements applicable to intoxication, housekeeping, stacking and storing and working in elevated positions.
- familiar with the requirements applicable to the correct use of ladders, stair cases and the storage of flammable liquids.
- familiar with the requirements applicable to workplace facilities and change rooms.
- familiar with the requirements applicable to workplace temperatures, the provision of lighting, ventilation and housekeeping.
- familiar with electrical requirements like CoC's.
- familiar with the requirements applicable to the use of machinery, lifts and escalators at work.
- familiar with the requirements applicable to the handling of hazardous chemical agents.
- familiar with the requirements for workplace ergonomics.

## Health and Safety Principles and Compliance Course (OHS Act)

### 1 Day Course

#### Who should attend?

- Employers
- HR officers
- Managers, supervisors and team leaders
- Health and safety officers
- Facility managers
- Safety and security personnel
- All persons involved with the day-to-day activities of health and safety
- Medical personnel and emergency personnel
- Contractors
- Health and safety committee members/ possible co-opted members
- Health and safety representatives
- Union representatives

For further information contact:

(012) 666 8284  
or

[deidre@labourguide.co.za](mailto:deidre@labourguide.co.za)