



## Developing Occupational Health and Safety Culture

### Programme Overview

Workplace accidents and injuries cost corporations millions of dollars and thousands of hours lost every year. They also have a profound, often lifelong impact on workers.

Introducing a safety culture into your organization, where safety is valued as an integral part of the business' operation, not only saves the business time and money, it also builds a committed, loyal, healthy workforce. This workshop will give you the foundation to start building your safety culture.

### Aim

To improve the productivity of employees / Organization by managing time more effectively and to develop more balance and control over their time commitments by self managing attributes and by applying various Effective Time Management (ETM) techniques, tools and proven skills.

### Programme Objectives

- Understand the difference between a safety program and a safety culture
- Have some resources to help you understand the regulations in your area
- Be able to launch a safety committee
- Understand how to identify hazards and reduce them
- Know some hiring measures that can improve safety
- Understand what a safety training program will involve
- Be able to identify groups particularly at risk for injury and know how to protect them
- Be able to help your organization write, implement, and review a safety plan
- Be better able to respond to incidents and near misses
- Understand the basics of accident investigation and documentation

	Prerequisites:	N/A
	Lecturers:	VTDI Faculty
	Delivery:	English
	Duration:	15 Hours
	Fees:	BD 150/- <b>Local Certificate</b>

### ACCREDITATION:

Trainees will be awarded with a Certificate of Attendance by VTDI. This Programme is accredited by Hull University & IAO.



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## Learning Outcomes

- Understand basic Health & Safety Principles
- Identified the hazards measures
- Understand risk at poor Health & safety environment
- Understand how to deal with work accidents

## Who Should Attend?

- All Employees/ Workers
- Supervisors and Line Managers
- Team Leaders and Team Coordinators
- Executive Secretaries and Executive Office Administrator

## Delivery Methods

- Power point presentation (based on Trainees-Center-Approach)
- Case studies (Individual, peer review and team assignments)
- Role plays and practical activities
- Extra reading materials as pre-requisite.

## Structure of the Programme

NO	UNIT TITLE	CONTACT HOURS
1	Introduction to Workplace Safety & Health	2 Hours
2	Defining a safety culture	2 Hours
3	Identifying and resolving hazards	2 Hours
4	Taking proactive measures	2 Hours
5	Identifying groups at risk	2 Hours
6	Writing a safety plan	2 Hours
7	Incident management	3 Hours
8	Summative Assessment	1 Hour
<b>Total:</b>		<b>15 Hours</b>