

# Training Outline



## OSHE Management System Training Series

### *HIRARC Training*

#### *Training program overview*

HIRARC is an integration tool to identify, assess/measure and to control hazard and risk of any workplace and its activities. By strictly implementing it, it will eliminate, reduce/control the possibility for any accidents to occur.

According clause 4.3.1 of OHSAS 18001:2007, an establishment of procedure is a MUST to ensure the identification of risk, risk assessment, and its determination can be implemented and maintained.

The HIRARC training has been designed to cater the needs of Occupational Health & Safety Practitioner in meeting their task for risk management.

In additional, a tool of HIRARC template is used to drive the method of risk assessment to incorporate with OHSAS 18001 standard by readily built-in the risk factor and extinguishment of hazard-risk aspects.

#### *Training Objectives*

1. Familiarize with concept of Hazard and risk in accordance with OHSAS 18001 model
2. Able to structure the process to identify hazard at work place based from nature of operation.
3. Better understanding on legislative aspect on OSH in Malaysia
4. To be an expert user of introduced HIRARC tool
5. To adapt HIRARC tool in compliance with company OSH regulation

#### *Training Scope / Guideline*

1. Occupational health and safety management systems – Requirements (OHSAS 18001:2007). Revision to ISO 45001 to substitute the existing standard is in progress.
2. HIRARC Guideline from JKKP 2008

#### *Target Participant*

Safety Chairman, Safety & Health Officer, Document controller, Safety and Health Committee member, newly appointed Internal auditor, internal auditor

## *Training outline (1 day or 2 days duration course)*

### **Module 1: Legal Aspects**

- ✓ OSHA 1994 and its regulations
- ✓ FMA 1967 and its regulations
- ✓ Other relevant aspects of legislation
- ✓ Applicability to the nature of workplace

### **Module 2: Introduction to HIRARC**

- ✓ Principle of HIRARC
- ✓ Guidelines for Hazard Identification, Risk Assessment and Risk Control (HIRARC) from JKKP
- ✓ OHSAS 18001 Standard requirement of Hazard identification, risk assessment and determining controls

### **Module 3: Hazard Identification**

- ✓ What is Hazard and what is danger
- ✓ How to identify hazard.
- ✓ Type and source of hazard
- ✓ Correspondence of Hazard-Risk

### **Module 4: Risk Assessment**

- ✓ What is Risk Assessment (RA)? Holistic Approaches currently implemented
- ✓ Why, when and who can carry out RA?
- ✓ Process of RA or Risk Management
- ✓ Where Can You Get Harm From – The 4 M's!
- ✓ Hazard Classification
- ✓ Pre-Assessment – Information Gathering
- ✓ Pre-Assessment – Classifying Work Activities
- ✓ Methods of Identifying and Recognizing Hazards
- ✓ Factors in Determining Severity Of Harm
- ✓ What is the Likelihood or Probabilities?
- ✓ Factors in Determining Likelihood Of Harm
- ✓ Estimating The Risk – The Risk Assessment Matrix
- ✓ How to use Multi Entry Risk Assessment Form
- ✓ Ranking of Probability and Consequence
- ✓ Basic Principles Of Risk Management
- ✓ Four Steps To Implementing Risk Control
- ✓ Controlling the Hazards through Elimination, Substitution, Isolation, Engineering Control, Safe Work Practice and Personal Protective Equipment.

### **Module 5: How to use HIRARC Tool**

- ✓ Introduction of the tool
- ✓ Listing the jobs and define the process (activity) sequence in the Job List
- ✓ Job hazard identification and Analyze the Risk
- ✓ Class of hazard and description of hazard
- ✓ Risk analysis via E-S-I-E-A-P method
- ✓ Correspondence in legal aspects
- ✓ Likelihood vs Severity
- ✓ Recommendation control for significant risk
- ✓ Monitoring and review

### ***Additional Value***

Special offer for Management System Smart Tool\*;

1. **e-HIRARC** use for assessing the risk at workplace through dynamic approach;
2. **e-ERGONOMIC** use for assessing the risk at workplace through dynamic approach;
3. A Smart Tool of Integrated Safety Inspection System in MS Excel to assess the workplace safety in compliance with OHSAS 18001, OSH (Safety and Health Committee) Regulation and OSH (Safety and Health Officer) Regulation.

Note: Detail of information can refer to <http://osh-isis.com/dev>

\* Terms and conditions are applied

## **Contact Information**

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## Why Us

### Why OSH-ISIS Shall Be Your Preferred Partner

OSH ISIS provide a professional services motivated to design management system through dynamic platform for industry stakeholders.

More view on our system (click for viewing;



Simplified Management System






Hyperlinked Management System

**Read More..**

#### OSH-ISIS Provide Solution for:



OSH Training	OSH Smart Tool	OSH Consultancy	OSHE&Q Facilitation
	<a href="https://youtu.be/Nk4OVIOkcUA">https://youtu.be/Nk4OVIOkcUA</a>	e-HIRARC Program. A smart tool for assessing risk and danger at workplace	Sample: <a href="http://osh-isis.com/hirarc.xlsx">http://osh-isis.com/hirarc.xlsx</a>
	<a href="https://youtu.be/ojkhfwsJyvE">https://youtu.be/ojkhfwsJyvE</a>	Integrated Safety Inspection System. An integration program to comply OSH-related laws and OHSAS 18001	Sample: <a href="http://osh-isis.com/isis.xls">http://osh-isis.com/isis.xls</a>
	<a href="https://youtu.be/D8Xotr76_cw">https://youtu.be/D8Xotr76_cw</a>	An effective management of OSH legal	