

# Training Outline



## OSHE Management System Training Series

### ***Integrated Safety Inspection Training (Workplace Inspection Training for Safety and Health Committee)***

#### *Training program overview*

##### *Introduction*

Occupational Safety and Health (OSH) impresses standards or rules to protect workers against many hazards on the job. These standards limit the amount of hazardous exposures workers can be exposed to, require the use of certain safety practices and equipment, and require employers to monitor hazards and maintain records of workplace injuries and illnesses.

Workplace inspection is one of the answers to obtain result of OSH compliance. An OSH workplace inspection is a planned systematic approach designed to identify hazards and eliminate or reduce the risk by implementing controls in the work area before they cause an injury. This is a proactive approach to identify hazard and control tem to prevent a future incident.

Depending on the size of organization, safety inspection program should be structured to meet company requirement and applicable regulation as well. Responsibility of Safety Committee to plan, conduct, report and monitor workplace inspections which are an important part of the overall occupational health and safety program.

Safety inspection will allow committee members to hear the concerns of employees and supervisors with respect to the safety concern. Furthermore, it will gain further understanding of jobs and tasks, identify existing and potential hazards, determine underlying causes of hazards, monitor hazard controls (personal protective equipment, engineering controls, policies, procedures) and ideas to recommend for corrective action

#### ***What is the tangible benefits to the Organization / Participants***

Organizations applied this training program in their OSH system will obtain a systematic approach of safety and health inspection, analysis and monitoring system through determined benchmarking of workplace

evaluation. This system provides a platform that should speed up to analyze the performance of company workplace safety and health condition.

This program will provide the appropriate tools to assess the hazardous place of your working area. Once the information is gathered, performance analysis will be generated and visualized to accommodate a multiple OSH task requirement.

All benefits of using an ISIS measurement tool can be specified as follows

1. Step by step approach to the implementation of periodically workplace safety and health inspection with compliance extracted from associated Act and Regulations of OSHA 1994, FMA 1967, UBBL 1984 and FSA 1988.
2. User-friendly and systematic approach of updating the findings of safety and health inspection at workplace
3. Store, process and analyze data in fulfillment of OHSAS 18001:2007 and relevant safety and health act and regulations requirement
4. Monitoring and analysis on current status of organization safety and health performance and brainstorming of opportunity for improvement of safety and health.
5. Malaysia's Legislation & Guidelines reference.
6. Other reference materials of inspection schedule, Legal Register, Safety and health Report and other salient provision of all regulations under OSHA, FMA, UBBL and FSA.

### *Training Objectives*

1. Familiarize with concept of Hazard and risk in accordance with OHSAS 18001 model
2. Able to apply the safety inspection approach in Integrated Safety Inspection System.
3. Better understanding on legislative aspect on OSH in Malaysia

### *Training Scope / Guideline*

1. OSHA 1994
2. Occupational health and safety management systems – Requirements (OHSAS 18001:2007). Revision to ISO 45001 to substitute the existing standard is in progress.
3. OSH (Safety and health Committee) Regulation 1997
4. OSH (Safety and health Officer) Regulation 1997

### *Target Participant*

Safety Chairman, Safety & Health Officer, Document controller, Safety and Health Committee member, ERT Team, Safety Inspector

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

#### **Module 1: Introduction to ISIS**

#### **Module 2: Overview of Workplace Safety and Health Legislation**

- ✓ Occupational Safety and Health Act 1994 and its regulation

- ✓ Factory and Machinery Act 1967 and its regulation
- ✓ Uniform Building By-Law 1988
- ✓ Fire Service Act 1984

### **Module 3: Basic Principle of work place inspection**

- ✓ The requirements and benefits of Safety Inspection
- ✓ Establishing Safety inspection - Disciplines and Methodology

### **Module 4: Overview of Integrated Safety Inspection System**

- ✓ Scope and approach of safety inspection
- ✓ Development of inspection checklist based on legal requirement
- ✓ Initiate an inspection
- ✓ Report audit findings and initiate corrective and preventive actions
- ✓ Ensure continual OHS improvement through effective Follow-up audit

### **Module 5: Post-inspection activity**

- ✓ Report writings
- ✓ Result analysis
- ✓ Benchmarking and performance monitoring
- ✓ Handling with non-compliance hazard.

### **Module 6: Report Management**

- ✓ Handling with regulatory report preparation
- ✓ Safety and Health Officer Monthly Report
- ✓ Performance Monitoring of OHSAS 18001
- ✓ Legal Register and Evaluation of Compliance

## ***Additional Value***

Special offer for Management System Smart Tool\*;

1. **SWOT** analysis to assess the risk for organization in meeting with ISO 9001:2015 standard requirement;
2. **e-HIRARC** use for assessing the risk at workplace through dynamic approach;
3. **e-EAIA** use for assessing the environmental risk or environmental impact associated with organizational aspects.
4. **e-ERGONOMIC** use for assessing the risk at workplace through dynamic approach;
5. 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	