Haward Technology Middle East

HSSE Standards & Regulations
(E-Learning Module)

Course Title
HSSE Standards & Regulations
(E-Learning Module)

Course Reference
HE1154

Course Format & Compatibility
SCORM 1.2. Compatible with IE11, MS-Edge, Google Chrome, Windows, Linux, Unix, Android, IOS, iPadOS, macOS, iPhone, iPad & HarmonyOS (Huawei)

Course Duration
30 online contact hours
(3.0 CEUs/30 PDHs

Course Description

This E-Learning course is designed to provide participants with a detailed and up-to-date overview of HSSE standards and regulations. It covers the terms on HSSE management system; the ISO 45001 and ISO 14001 including HSE policy, risk assessment, planning and objectives; the hazards identification; the roles and responsibilities, competence, training and safety culture; the resources, roles, responsibility, accountability and authority; the competence, training, awareness, communication, participation and consultation for safety culture; and the health and safety culture including the four Cs, positive culture and negative culture.

Further, the course will also discuss the occupational health and safety (OH&S), HSE management system, HSE objective, HSE performance and HSE policy; the preventive action, procedure, risk assessment and HSE policy, planning and objectives; the roles and responsibilities, competence and training, safety culture, resources, accountability and authority; the proper communication, participation and consultation for safety culture; the benefits of a safety culture; the organization chart sample and job description sample; and the emergency preparedness, response, monitoring, investigation and monitoring.

During this interactive course, participants will learn the performance measurement and monitoring, compliance and investigation; the accident investigation report form; the accident investigation causal analysis, auditing, management review and HSE plans; the completion of audit and conducting audit follow-up; the permit to work procedure; the company lockout program, policies and occupational health hazards; the assessment, prevention, control, vibration, personal hygiene, measuring performance and accident investigation; the systematic methods on inspections, other monitoring methods, proactive/active monitoring, health and safety benchmarking, reviewing performance and auditing; the risk assessment in accordance with ISO 31000 covering the 5 steps of qualitative risk assessment; the risk, safe systems of work, SSW and job safety analysis; the purpose of the PSM standard and its elements; the process hazard analysis (PHA), operating procedures, pre-startup safety review, management of change, incident investigation and emergency planning and response; the various types of PPE; the other hazards in confined spaces including the risk assessment factors and the main elements of the SSW; the 7 steps to COSHH, restriction of hazardous substances (ROHS) and risk assessment and fire risk assessment; and the OSHA standards & regulations covering the foundation, rights and responsibilities under OSHA law, standards, the standards-setting process and OSHA's reporting requirements.

Course Objectives
After completing the course, the employee will:-

- Apply and gain a comprehensive knowledge on HSSE standards and regulations

- Describe basic concepts of the HSSE practices, standards and regulations

- Gain understanding of HSSE management system

- Understand the HSSE standards and regulations

- Determine the various applicable external (local & international) regulatory bodies and articulate their policies

- Identify the applicability/impact of external (local & international) HSSE standards

- Define the terms on HSSE management system that include acceptable risk, audit, continual improvement, corrective action, document, hazard, hazard identification, ill health and etc.

- Discuss ISO 45001 and ISO 14001 including HSE policy, risk assessment, planning and objectives

- Identify hazards as well as establish objectives and programs

- Employ the roles and responsibilities, competence, training and safety culture

- Recognize resources and employ roles, responsibility, accountability and authority

- Ensure competence, training, awareness, communication, participation and consultation for safety culture

- Discuss health and safety culture including the four Cs, positive culture and negative culture

- Recognize occupational health and safety (OH&S), HSE management system, HSE objective, HSE performance and HSE policy

- Carryout preventive action, procedure, risk assessment and HSE policy, planning and objectives

- Identify hazard as well as the roles and responsibilities, competence and training, safety culture, resources, accountability and authority

- Apply proper communication, participation and consultation for safety culture

- Recognize the benefits of a safety culture and review organization chart sample and job description sample

- Employ emergency preparedness, response, monitoring, investigation and monitoring

- Implement performance measurement and monitoring, evaluation of compliance and investigation

- Fill up accident investigation report form and apply accident investigation causal analysis, auditing, management review and HSE plans

- Establish an audit program, initiate an audit, select auditors, conduct document reviews and prepare and communicate the audit report

- Complete the audit and conduct audit follow-up as well as apply permit to work procedure

- Discuss company lockout program, policies and occupational health hazards

- Employ assessment, prevention, control, vibration, personal hygiene, measuring performance and accident investigation

- Carryout systematic methods on inspections, other monitoring methods, proactive/active monitoring, health and safety benchmarking, reviewing performance and auditing

- Apply risk assessment in accordance with ISO 31000 covering the 5 steps of qualitative risk assessment

- Identify the risk, apply safe systems of work, develop SSW and perform job safety analysis

- Discuss the purpose of the PSM standard and its elements as well as carryout process hazard analysis (PHA), operating procedures, pre-startup safety review, management of change, incident investigation and emergency planning and response

- Recognize the various types of PPE, discuss the other hazards in confined spaces including the risk assessment factors and the main elements of the SSW

- Apply the 7 steps to COSHH, define restriction of hazardous substances (ROHS) and employ, risk assessment and fire risk assessment

- Discuss the OSHA standards & regulations covering the foundation, rights and responsibilities under OSHA law, standards, standards-setting process and OSHA's reporting requirements

Who Should Attend

This course provides an overview of all significant aspects and considerations of HSSE standards and regulations for HSE staff. This includes emergency response teams, technical staff, operations staff, HSE officers & safety inspectors as well as shift in-charge supervisors.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course.

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations: -

- USA International Association for Continuing Education and Training (IACET)

  Haward Technology is an Authorized Training Provider by the International Association 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 1-2013 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 1-2013 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 Association 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 **3.0 CEUs** (Continuing Education Units) or **30 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.

Training Methodology

This Trainee-centered course includes the following training methodologies:-

- Talking presentation Slides (ppt with audio)
- Simulation & Animation
- Exercises
- Videos
- Case Studies
- Gamification (learning through games)
- Quizzes, Pre-test & Post-test

Every section/module of the course ends up with a Quiz which must be passed by the trainee in order to move to the next section/module. A Post-test at the end of the course must be passed in order to get the online accredited certificate.

Course Fee

As per proposal

Course Contents

- Terms and Definitions and Introduction to HSSE Management System
- Terms and Definitions
- Acceptable Risk
- Audit
- Continual Improvement
- Corrective Action
- Document
- Hazard
- Hazard Identification
- Ill Health
- Environmental Aspect
- Environmental Impact
- Incident
- Interested Party
- Nonconformity
- Occupational Health and Safety (OH&S)
- HSE Management System
- HSE Objective

- HSE Performance
- HSE Policy
- Organization
- Preventive Action
- Procedure
- Record
- Risk
- Risk Assessment
- Workplace
- Introduction
- Scope
- Reference Publications
- HSE Policy, Risk Assessment, Planning & Objectives
- HSE Policy
- HSE Risk Assessment & Planning
- Hazard Identification
- Objectives and Programs
- Setting Objectives
- Roles & Responsibilities, Competence & Training and Safety Culture
- Resources, Roles, Responsibility, Accountability and Authority
- Competence, Training and Awareness
- Training
- Awareness
- Communication, Participation and Consultation For Safety Culture
- Health and Safety Culture
- Culture-the Four-Cs
- Poor Culture
- Positive Culture
- Benefits of a Safety Culture
- Organization Chart Sample
- Job Description Sample
- Emergency Response, Monitoring and Investigation
- Emergency Preparedness and Response

- Monitoring

- Performance Measurement and Monitoring

- Evaluation of Compliance

- Investigation

- Accident Investigation Report Form

- Accident Investigation Causal Analysis

- Auditing, Management Review and HSE Plans

- Auditing

- Establishing an Audit Program

- Internal Audit Activities

- Initiating an Audit

- Selection of Auditors

- Conducting Document Reviews and Preparing for an Audit

- Conducting an Audit

- Preparing and Communicating the Audit Report

- Completing the Audit and Conducting Audit Follow-Up

- HSE Audit Plan Form

- Management Review

- HSE Plans

- Case Study #1

- Quiz #1

- HSE Drivers and Permit to Work

- HSE Drivers

- Permits-to-Work

- Characteristics of a Permit-to-Work

- Permit to Work Procedure

- Objectives of the PTW System

- Principle Responsibilities for the PTW System

- Company Lockout Program & Policies

- Program Purpose

- Lockout Work Rules

- Equipment Lockout Capabilities

- Procedures

- Permit to Work Form
- Case Study #2
- Quiz #2
- Occupational Health
- Occupational Health Hazards
- Assessment
- Prevention
- Control
- Noise
- Vibration
- Personal Hygiene
- Case Study #3
- Quiz #3
- Measuring Performance
- Accident Investigation
- Definitions
- Basic Steps
- Comparison of Achievements Against Targets
- Inspections
- Other Monitoring Methods
- Proactive/Active Monitoring
- Definitions
- Purpose of Monitoring-Summary
- Health and Safety Benchmarking
- Reviewing Performance
- Auditing
- HSE Audit Steps (IMS/ISO)
- Audit Areas
- Case Study #4
- Quiz #4
- Risk Assessment
- ISO 31000
- Introduction

- What is Risk Assessment?

- Suitable and Sufficient

- The 5 Steps of Qualitative Risk Assessment

- Step 1-Identify the Hazards

- Step 2-Who Might be Harmed

- Step 3–Evaluate the Risk

- Step 4-Record Your Findings

- Step 5-Review of Assessment

- Risk Identification

- Safe Systems of Work

- Developing a SSW

- Occupational Health

- Case Study #5

- Quiz #5

- Job Safety Analysis: Incidents and Risk Management

- Industry's Wake-Up Call

- Piper Alpha, North Sea: 6 July 1988

- BP Refinery, Texas, U.S.A.: 23 March 2005

- Fortunately, That Is NOT Safety

- Are We (Industry) Really Learning from History?

- Why do Accidents Happen?

- Group Assignment–Conduct A JSA

- Bird Accident Triangle

- Some Statistics

- Case Study #6

- Quiz #6

- PSM Process Safety Management OSHA PSM Standard (29 CFR 1910.119)

- Process Safety Management

- Purpose of the PSM Standard

- PSM Elements

- Employee Participation

- Process Safety Information

- Process Hazard Analysis (PHA)

- Operating Procedures

- Training

- Contractors

- Pre-Startup Safety Review

- Mechanical Integrity

- Hot Work Permit

- Management of Change

- Incident Investigation

- Emergency Planning and Response

- Compliance Audits

- Trade Secrets

- Case Study #7

- Quiz #7

- Personal Protective Equipment - Work in Confined Spaces

- Personal Protective Equipment

- Types of PPE

- Types of PPE – Respiratory

- Disadvantages and Limitations

- PPE at Work

- Suitability

- Compatibility

- Assessment

- Maintenance

- Accommodation

- Information, Instruction and Training

- Use

- Loss or Defect

- Work in Confined Spaces

- What is a 'Confined Space'?

- Specified Risks

- Fire and Explosion - Confined Space

- Asphyxiation - Confined Space

- Over-Heating and Drowning

- Other Hazards in Confined Spaces

- Confined Spaces

- Risk Assessment Factors

- Main Elements of the SSW

- Emergency Arrangements

- First-Aid

- Factors to Consider - First-Aid

- First -Aid Facilities

- First-Aid Kit

- Case Study #8

- Quiz #8

- Legal Compliance Related to HSSE Practices and UK HSE Standards and Regulations

- Key Legislation in the UK

- Duties Imposed by the Act

- Regulations, Codes of Practice and Guidance

- Providing Information and Advice

- Europe and the World

- Enforcement Policy

- Powers of Inspectors

- A Systems Approach

- COSHH

- CHIP

- 7 Steps To COSHH

- Restriction of Hazardous Substances (ROHS)

- REACH

- Risk Assessment

- Fire Risk Assessment

- Probability

- Severity

- Risk Factor

- Case Study #9

- Quiz #9

- US OSHA Standards & Regulations ILO

- OSHA

- OSHA Foundation

- OSHA's Mission

- Rights and Responsibilities Under OSHA Law

- OSHA Standards

- The Standards-Setting Process

- Enforcement

- OSHA's Reporting Requirements

- ILO

- ILO – International Labour Organization

- Occupational Safety and Health

- Description of OSH Regulatory Framework

- Case Study #10

- Quiz #10