



Ensure Safe Consultancy



WORKPLACE SAFETY AND HEALTH COMMITTEE MEMBERS TRAINING COURSE (WSHCMTC)

Course Overview



This training program is designed to equip participants with the necessary knowledge and skills to effectively contribute to workplace safety and health as members of the committee. The course will cover essential concepts, legal requirements, risk management strategies, and practical skills relevant to workplace safety and health in Singapore.

For Whom



WSH Committee members, newly appointed WSH representatives, WSH personnel, WSH professionals.

ENTRY REQUIREMENT



Learners must be able to apply numbers, listen, read, speak & write English at a proficiency level equivalent to the Employability Skills System (ESS-Level-4)

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Singapore 627606.

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Course Objectives



Day 1: Understanding Workplace Safety and Health

1. Introduction to Workplace Safety and Health Committee

- Purpose and functions of the committee
- Legal obligations and regulatory framework in Singapore
- Roles and responsibilities of committee members

2. Overview of Workplace Hazards and Risks

- Identification of common workplace hazards
- Understanding risk assessment and risk management
- Importance of hazard identification and risk control measures

3. Singapore's Workplace Safety and Health Legislation

- Overview of the Workplace Safety and Health Act
- Duties of employers, employees, and other stakeholders
- Penalties for non-compliance

4. Incident Reporting and Investigation

- Importance of incident reporting
- Procedures for reporting workplace accidents, near misses, and dangerous occurrences
- Conducting effective incident investigation

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Course Objectives



Day 2: Promoting Safety Culture and Practical Skills

5. Safety Committees and Committees Meetings

- Establishing effective safety committees
- Conducting productive committee meetings
- Developing action plans and setting safety objectives

6. Workplace Safety Inspections and Audits

- Purpose and benefits of workplace inspections
- Conducting safety inspections effectively
- Identifying and addressing safety deficiencies

7. Emergency Preparedness and Response

- Understanding emergency response procedures
- Roles and responsibilities during emergencies
- Fire safety and evacuation drills

8. Health Promotion and Well-being at Work

- Recognizing workplace health hazards
- Promoting mental health and well-being
- Ergonomics and preventing musculoskeletal disorders

9. Communication and Engagement Strategies

- Effective communication within the committee and with other stakeholders
- Encouraging employee participation and feedback
- Developing safety campaigns and initiatives

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Course Objectives



10. Assessment and Certification

- Final examination Theory 30 MCQ and case study
- Course completion certificate

This course should be adapted to the specific needs of the audience and may vary based on local regulations and industry-specific requirements. Additionally, incorporating interactive elements such as quizzes, discussions, and hands-on activities can enhance the learning experience

Course Fees



\$250/-

Course Duration



16 hours (Training 14 hours, Assessment 2 hour)

Medium of Instruction



English

Attendance requirements



75% Attendance

Trainer to Trainee Ratio



1: 20 (Classroom)

Assessment



Written Assessment 60%

Practical Assessment – Competent

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Training Methodology - Blended Learning



Lecture Slides presentation, self-directed learning, e-learning, group discussion, presentation sharing of best practice and incident. Hands on practical session.

Passing marks



Pass Criteria is 60%. MCQ, Short Answers & Case Study.

Certifications



Based on the successful completion of the course and assessment, a certificate of achievement endorsed by Ensure safe consultancy Pte Ltd. will be issued to all participants.

Course Venue



No. 3 Soon Lee Street, #02-05, Pioneer Junction, S (627606).



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