

## **EFFECTIVE SET-UP OF SAFETY & HEALTH COMMITTEE**

### INTRODUCTION

This course provides a detailed understanding of Safety and Health Regulation the management systems that need to be implemented to ensure compliance.

### WHAT ARE THE BENEFITS

Successful completion of the program will enhance the skills of the participants and enable them to:-

- Set-up an effective Safety and Health Committee
- Understand the functions / requirements of Safety and Health Committee
- Identify the roles of individuals in ensuring safety and health at the workplace
- Understand procedures of handling Safety issues
- Conduct safety inspection of the workplace
- Respond to accidents / incidents promptly

### TARGET AUDIENCE:

- General Managers
- Factory / production managers
- Safety managers
- Occupational safety & health practitioners
- Supervisory personnel
- Safety & health committee members

### COURSE FEE

**Course Fee : RM 750**

HRDF claimable under SBL scheme

Course Duration : 2 Days (8:30am-5.30pm)

Language Medium :English / Bahasa Malaysia .

### PROGRAMME OUTLINE

#### DAY ONE

- Introduction
- Preliminary
- Composition of Safety and Health Committee
- Functions of Safety and Health Committee
- Safety and Health Committee meetings
- Training and Information
- Penalty
- Total Safety System Model
- Safety Management By Walking Around
- Safety Inspection

### CONSULTANT / FACILITATOR

Dr. Sivakumar

Dr. Sivakumar is an experienced consultant and trainer for Occupational Safety and Health Management System. Dr. Sivakumar has had over 13 years of technical, managerial and training experiences across many industries such as hospitals, institutions, universities, electronic, electrical, food, wood making, spray painting,

construction and oil & gas. He has conducted many training on **OSHA 1994 & Safety Awareness at work place.**

Started his career as an engineer in a well known multi national, Dr. Sivakumar gained vast experience in dealing effectively with lower and upper level of management. His practical approach in identifying, establishing and implementing methods of problem solving is an added advantage in his consultancy and servicing activities. He his also a qualified **Auditor for QMS ISO 9001:2000 EMS ISO 14001:2004. and OHSAS 18001:2007**

Besides that, Dr.Sivakumar is an exco member of Malaysian Occupational Safety and Health Professional Association (**MOSHPA**) where he had participated in many discussion on **OSHA 1994 and FMA 1967 (Amendment 2006) with Deputy Human Resource Minister.**

Dr.Sivakumar is a registered Safety and Health Officer, Scaffold Inspector, Industrial Hygienist and **Chemical Health Risk Assessor under DOSH.**

Dr.Sivakumar is also a registered trainer under Pembangunan Sumber Manusia Berhad (PMSB).

#### DAY -2

- Accident Investigation
- Accident Investigation Process
- Safety Self Assessment
- Communication

