

## **OBJEKTIF**

Upon completion of the course, participants will be able to:

- Interpret the requirements of the safety and Health Committee Regulations 1996.
- Formulate an effective safety and health committee

## **TOPICS / ACTIVITY**

- OSHA 1994 and its Regulation
- The Safety and Health Committee Regulations 1996
- Efficient Committee Management Techniques
- Workplace Inspection at the workplace
- Accident Investigation

<b>HARI PERTAMA (SELASA) 4 DISEMBER 2012</b>	
<b>MASA</b>	<b>TOPIK</b>
08:00 – 08:15	Registration
08:15 – 08:30	Course Introduction
08:30 – 09:00	Opening Session
09:00 – 10:30	Occupational Safety & Health Act 1994
10:30 – 10:45	Tea Break
10:45 – 12:00	Safety & Health Committee Regulation 1996
12:00 – 01:00	Introduction to OSH Management
01:00 -02:00	Lunch
02:00 – 03:30	Effective Safety & Health Committee Options for Exercise : 1. Policy Development / Review 2. Safety & Health Committee Meeting
03:30 – 03:45	Tea Break
03:45 – 05:00	Continuation
06:30 – 07:30	Break (Dinner)
07:30 – 10:00	Hazard Identification & Risk Assessment

<b>HARI KEDUA (RABU) 5 DISEMBER 2012</b>	
<b>MASA</b>	<b>TOPIK</b>
08:30 – 09:00	Workplace Inspection
09:00 – 10:00	Accident Investigation & Reporting
10:00 – 10:15	Tea Break
10:15 – 11:15	Continuation
11:15 – 12:30	Accident Investigation & Reporting (Exercise)
12:30 – 01:30	Lunch
01:30 – 02:45	Accident Investigation & Reporting (Presentation)
02:45 - 03:00	Tea Break
03:00 – 05:00	Closing Session