



The University of the West Indies

Occupational and Environmental Safety and Health Programme

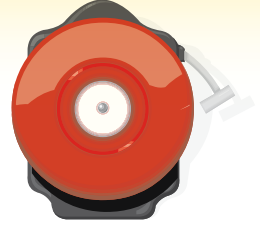
Chemistry Department, Mona Campus
Tel: 977-1834 or 927-1910 Fax: 977-1835

Target Audience

Safety Committee members
Trade Union Representatives
Human Resource Managers
Line Managers, Supervisors and other Managers with responsibility for Occupational Safety and Health (OSH)
Newly appointed Safety Officers

Overall Training Goal

To provide an understanding of Occupational Safety and Health which will enable participants to assist their organizations to comply with and function within the existing and/or anticipated OSH legislative framework and to prevent and reduce workplace accidents.



OBJECTIVES

After completing the course, the representative will be able to:

Demonstrate an understanding of local and international OSH **laws** and **standards** and their applications to their workplace.

Understand the **roles**, functions and types of OSH committees (Joint Labour-Management, Local Union, Legislated) including, *inter alia*, the **right of the worker** to refuse unsafe work.

Readily recognize workplace **hazards**.
Conduct workplace **inspections** utilizing relevant checklists and/or other tools.
Participate in accident **investigations**.
Assist in the development of accident **prevention controls**.
Recognize the importance of **record keeping** (reporting injuries and incidents).

Appreciate the significance of Occupational Health reports especially in relation to **sickness and disability** and the difficulties associated with diagnosing work-related diseases.
Assist in the **resolution** of OSH workplace issues.



Delivery

Limited class sizes

Face-to-face sessions in 2 formats:

- 5 days: 8:30am to 4pm (or)
- 10 evenings: 5pm to 8pm

For this month's schedule,

Call: 512-3100 or 977-1834;

Email: oesh@uwimona.edu.jm

Browse: www.mona.uwi.edu/oesh

\$35K for the first participant

Cost includes training material, lunch and coffee breaks.

Any company *sponsoring* more than one employee will pay \$1000 less for each additional employee taking the course in 2008. Offer good for the first 15 employees from the same company.

Cost per participant: JD\$35,000

EOSH

Essentials of Occupational Safety and Health

The compact 30-hour UWI certificate programme for persons involved in OSH.



Occupational Safety and Health Legislation

Day one is a review of international, regional and local OSH legislation, regulations, standards and codes of practice, as well as their history and evolution. The emphasis is on the role and function of various parties (labour, management, government etc.) under current and/or anticipated legislative frameworks. The purpose of an OSH committee is discussed during this session. The principles of risk management are introduced i.e. hazard identification, risk assessment, control methods and follow-up.



Hazard Recognition, Evaluation and Control

Day two introduces participants to pertinent workplace hazards (physical, biological, chemical, ergonomic and psychosocial) and their associated risks, risk assessment, evaluation and control methods. In addition to generic and life threatening hazards, those specific to the industries of the participants may also be discussed.



Conducting Workplace Inspections

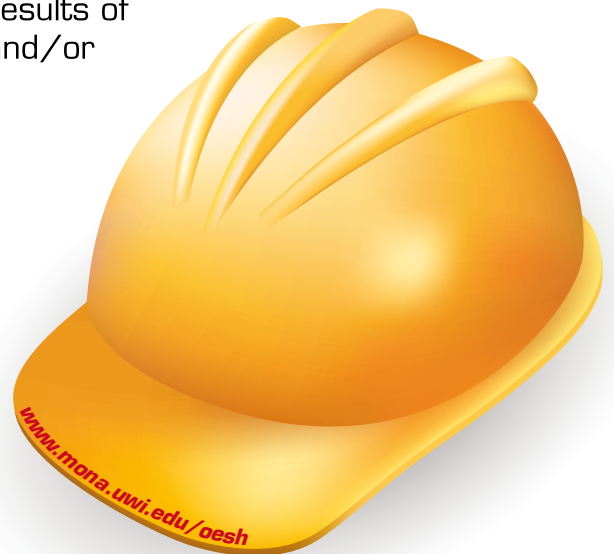
Day three concentrates on the fundamentals of hazard identification. Participants are introduced to the various tools that may be used to identify hazards including checklists, audits and inspections.

Participants will carry-out an on-site inspection. Communications of results of inspections are put into practice through role play and/or other presentation(s).



Accident Investigation

Day four concentrates on the essentials of accident investigation. The theories of accident causation and methods of accident prevention will be reviewed. Participants are then introduced to accident investigation and apply learnt skills through role play and/or case studies.



Communication, Resolving Workplace Issues

Day five examines the need for meaningful communication among all parties (labour/ union, employer, government etc.). Participants learn how to effectively communicate problems, issues and resolutions to co-workers and management using letters, reports and oral presentations. Participants then share in a brief discussion on conflict resolution. Negotiation skills are honed through role play and participants are guided through recommended approaches to various situations.

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