

## Health and Safety Risk Control and Supervision in the Workplace

### 1. Overview

The purpose of this programme is to equip participants with the foundational and supervisory-level competencies in occupational and mine health and safety legislation. Participants will gain the knowledge and practical skills necessary to ensure compliance, conduct incident investigations, assess risks, manage hazardous substances, and supervise employees effectively within a workplace safety context.

### 2. Learning Outcome:

- Basic principles of current health and safety legislation
- Legal requirements and consequences of non-compliance
- Procedures and skills to conduct incident investigations
- Principles and execution of continuous risk assessments
- Supervisory responsibilities, including planning, leading, and controlling employees
- Management of hazardous substances in the workplace, including classification, use, storage, risk handling, and reporting
- Understanding and application of Material Safety Data Sheets (MSDS)

**Qualification:**

Certificate of Completion

**Duration:**

5-Months

**Programme Type:**

Category B – Workplace-Based Learning Programme

**Programme ID:**

PA0139

**SAQA US:**

120344, 120335, 120330, 113845, 259624, 120370

**NQF Level:**

4

**Credits:**

31

**Entry Requirements:**

Communication &amp; Mathematical Literacy at NQF 3

**Training Options:**

**Online** - Each participant will get access to Moodle that includes all the materials and resources needed for the programme. There will be Microsoft Teams sessions with a facilitator.

**Onsite** - Each participant will get access to Moodle that includes all the materials and resources needed for the programme. There will be onsite contact sessions in a classroom with a facilitator.

**Minimum Learners Required:**

(1) Online &amp; (1) Onsite

### 3. Program Content

- **(120344 US):** Demonstrate knowledge and understanding of relevant current occupational health and safety legislation
- **(120335 US):** Conduct an investigation into workplace incidents
- **(120330 US):** Conduct a continuous risk assessment in a workplace
- **(259624 US):** Control workplace hazards and risks
- **(120370 US):** Monitor and make recommendations on the application of health and safety principles regarding hazardous substances in the working place
- **(113845 US):** Supervise employees

### 4. Topics

- Module 1: Introduction to Occupational and Mine Health and Safety Legislation
- Module 2: Conducting Workplace Incident Investigations
- Module 3: Continuous Risk Assessment
- Module 4: Supervisory Roles and Responsibilities
- Module 5: Hazardous Substances in the Workplace
- Module 6: Monitoring and Reporting on Hazardous Substance Compliance

### 5. Workplace-Based Learning Programme

This WLP is a fusion of academic learning and practical work. The learning is directly applied to the workplace by using client-based mentors and extensive workplace-based portfolio work and assignments. Apart from the obvious benefits of a workplace directed qualification, each WLP qualifies for recognition as a Category B Skills Programme in the Learning Matrix of the Amended BEE codes, which allows for the salaries of participants to be recognized as part of the Skills Development Expenditure.

**We trust that the above is in order and look forward to hearing from you for Implementation**