



MESH CONSULTANCY & TRAINING CENTRE PLT

Your Trusted Partner in EHS Consultancy & Training Services



Department of Occupational Safety & Health Approved



MOSHPA 5-Star OSH Training Provider



OCCUPATIONAL SAFETY & HEALTH (OSH) COORDINATOR COMPETENCY PROGRAMME

DOSH/JKKP Competency Course

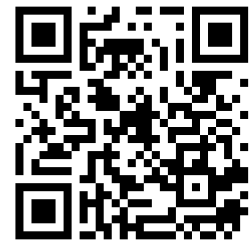
Training Dates:

19 - 21 Feb 2024	16 - 18 July 2024
19 - 21 Mar 2024	24 - 26 Sep 2024
17 - 19 Apr 2024	22 - 24 Oct 2024
27 - 29 May 2024	19 - 21 Nov 2024



HRD Corp Registered and Claimable

SCAN QR CODE



OR

[CLICK HERE](#)

TO REGISTER NOW

Gain a DOSH recognised competency upon successful completion of this course with us.

Training Location:

182F, Jln Tasek Mutiara 2, Bandar Tasek Mutiara (Pearl City), 14120 Simpang Ampat, Pulau Pinang.

RM864

inclusive of course notes & meals

Payment options:
Self-pay/Company/HRD SBL-Khas



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Trainers' Profile

DR. V. RAMACHANDRAN PHD, CSP & CSHM

- PhD in Occupational Safety & Health, MSc in Occupational Safety & Health Management
- 32 years of industry experience in various manufacturing and construction activities. Over 20 years training and consulting experience for small and large organization.
- DOSH Registered Safety & Health Officer (SHO) from 1999-2014.
- ISO 45001:2018 Occupational Health & Safety Management System Lead Auditor.
- Accredited Certified Safety Practitioner (CSP) and Certified Safety & Health Manager (CSHM) by the American Society of Safety Professionals (ASSP).
- Gold Class 5-Star OSH Trainer Award from the Malaysian Occupational Safety and Health Practitioners' Association (MOSHAPA)

ONG EWE LEE

- MSc Environment and Business Management (MEBM)
- 15 years of experience in manufacturing industry
- DOSH Registered Safety & Health Officer (SHO)
- AELB Registered Radioactive Protection Officer (RPO)
- Assessor for the Prime Minister's Hibiscus Award
- ISO 45001:2018 Occupational Health & Safety Management System Implementer





MESH CONSULTANCY & TRAINING CENTRE PLT

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OCCUPATIONAL SAFETY & HEALTH (OSH) COORDINATOR COMPETENCY PROGRAMME (3 Days Programme)



Department of Occupational Safety & Health Approved



MOSHPA 5-Star OSH Training Provider



HRD Corp Registered and Claimable



HRD Corp Claimable Course No.:
10001181235



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UNLOCKING OSH EXCELLENCE FOR WORKPLACE SAFETY

Overview

Small & Medium Enterprise (SME) make up 98.5% of business in Malaysia and operate in various sectors of industries ranging from trading, manufacturing, construction, oil & gas and many other services. By definition of the SME Corp, SMEs are manufacturing companies with sales turnover not exceeding RM50 million OR full-time employees not exceeding 200 workers. However, workplace related accidents and incidents are on the rise in SME businesses and hence a proactive approach was developed by the Department of Occupational Safety & Health (DOSH), Malaysia to introduce the OSH-Coordinator competency to encourage the capability development in the areas of Occupational Safety & Health for SMEs.

The newly amended Occupational Safety & Health (Amendment) Act 2022 which has been passed in the Parliament and pending execution by Department of Occupational Safety & Health (DOSH) under Section 29a requires that any employer who employs five or more employees at his workplace shall appoint a Occupational Safety & Health Coordinator. Failing which, the employer may be fined up to RM50,000 or 6 months jail or both.

Objective

- To provide an overview of the requirements within Occupational Safety & Health Act 1994 & Factory & Machinery Act 1967
- To provide understanding on fundamentals of OSH management in SMEs
- To provide understanding on chemical management at workplace
- To provide awareness on Occupational Disease
- To carry out Hazard Identification, Risk Assessment & Risk Control (HIRARC) at workplace
- To provide awareness on Material Handling, Workstation Design & Lighting
- To provide understanding on productive machine safety
- To provide understanding on requirements for premise and work related welfare facilities.



Who Should Attend

- Work leaders/Supervisors
- Engineers
- OSH Committee Members
- Executives
- Managers



Methodologies

- Lecture presentations
- Group discussion/ Presentation
- Case study
- Q&A



Course Outline

Day 1	
Time	Training Activities
08:45 am – 09:00 am	Introduction Course Objectives
09:00 am – 09:30 am	Topic 1: The Challenges And Realities Of The Small And Medium Industries <i>Total Hours: 0.5 Hours</i> <ul style="list-style-type: none"> • Background, current situation, and category of SMEs. • Challenges faced by entrepreneurs from SME sector. • Examples of accidents and types of injuries that have occurred in the industry. • The importance of OSH culture in the workplace. • The features, roles, requirements of appointment and benefits of an OSH-C.
09:30 am – 10:30 am	Topic 2: Introduction to Department and Legal Basis <i>Total Hours: 1.0 Hours</i> <ul style="list-style-type: none"> • Functions and roles of the department. • The history of OSH in Malaysia. • Major provisions OSHA 1994 and FMA 1967. • Benefits of improving occupational safety and health to the organization.
10:30 am – 12:30pm	Topic 3: Fundamentals of OSH Management In SMEs <i>Total Hours: 2.0 Hours</i> <ul style="list-style-type: none"> • The employer's duty forms the Safety and Health Policy. • Safety and Health Committee. • Accident notification. • Preparation of an Emergency Response Plan.
12:30 pm – 01:30 pm	Lunch Break
01:30 pm – 03:30 pm	Topic 4: Chemical Management <i>Total Hours: 2.0 Hours</i> <ul style="list-style-type: none"> • Identify hazards of chemicals. • Secure chemical handling. • Impact of chemicals on health. • The concept of "Cradle to Grave".
03:30 pm – 05:00 pm	Topic 5 : Introduction to Occupational Disease <i>Total Hours: 1.5 Hours</i> <ul style="list-style-type: none"> • Introduction to the Occupational Health Department DOSH Malaysia. • Introduction to Occupational Health. • Statistics on occupational diseases in Malaysia.



Day 2	
Time	Training Activities
08:45 am – 09:00 am	Introduction & Recap of Day 1
09:00 am – 10:00 am	<p>Topic 6: Introduction to Work Related Road Safety (WRRS) <i>Total Time: 1.0 Hours</i></p> <ul style="list-style-type: none"> • Road accident statistics including road accidents as well as accidents involving road-related work in Malaysia. • Impact and causal factors of road accidents. • The needs and importance of WRRS management. • Introduction to the Occupational Safety and Health Industry Code of • Practice for Road Transport Activities 2010. • Introduction to driver, vehicles, and travel management. • Introduction to road safety program management systems and initiatives.
10:00 am – 01:00 pm	<p>Topic 7: Hazard Identification, Risk Assessment and Risk Control (HIRARC) <i>Total Hours: 3.0 Hours</i></p> <ul style="list-style-type: none"> • Definition of hazards, risks and hazards. • Hazard identification method. • Risk assessment process. • Risk assessment matrix. • Hierarchy of control.
01:00 pm – 02:00 pm	<i>Lunch Break</i>
02:00 pm – 05:00 pm	<p>Topic 7.1: Practical Training on Hazard Identification, Risk Assessment and Risk Control (HIRARC) <i>Total Hours: 3.0 Hours</i></p> <ul style="list-style-type: none"> • Definition of hazards, risks and danger. • Hazard identification method. • Distribution of group. • HIRARC activity is based on the provided picture and how to use the form. • Group discussion. • Presentation, question & answer.

Occupational Safety & Health (OSH) Coordinator Competency Programme

Day 3	
Time	Training Activities
08:45 am – 09:00 am	Introduction & Re-Cap of Day 2
09:00 am – 10:30am	Topic 8: Material Handling and Storage <i>Total Hours: 1.5 Hours</i> <ul style="list-style-type: none">• Interactive learning - Orange fruit / onion.• Unmanaged handling and storage of materials increases accident risk costs.• Examples of effective storage.• Use of manual and mechanical aids.• Arrangement and storage of goods at workplace through WISE rules or principles in line with the law of Malaysia's OSH.
10:30am – 12:00pm	Topic 9: Workstation Design & Lighting <i>Total Hours: 1.5 Hours</i> <ul style="list-style-type: none">• Definition of workstation.• Design the best workstation.• Interactive learning - "Curve tracking".• Interactive learning - "Seat Back".• 4 principles of workstation design.• Productivity and quality of work increased with good lighting.• 3 principles of lighting.• Interactive learning - "Exercise on Adequate Light"
12:00 pm – 01:00 pm	Lunch Break
01:00 pm – 03:00 pm	Topic 10: Productive Machine Safety <i>Total Hours: 2.0 Hours</i> <ul style="list-style-type: none">• Interactive learning - "Paper Folding Exercise"• Principles of guard.• Types of 'feeder'.• Types of 'Holding Equipment'.• Impact of unsafe use of machines.
03:00 pm – 05:00 pm	Topic 11: Premise & Work Related Welfare Facilities <i>Total Hours: 2.0 Hours</i> <ul style="list-style-type: none">• Basic method of improving workplace environment.• Relationship between productivity and good workplace.• Benefits of welfare facilities.• Minimum cost to improve welfare facilities.

