



<b>COURSE TITLE</b>	: Fundamental OSH for Supervisor (Remote Learning)		
<b>COURSE DURATION</b>	: 2-day(s) / 13.50-hour(s)	<b>COURSE CODE</b>	: FOSH-SV-RL
<b>COURSE CATEGORY</b>	: Non-Competency	<b>COURSE LEVEL</b>	: Basic
<b>HRD CORP SCHEME</b>	: Claimable		
<b>COURSE FEE</b>	: RM 432.00 (inclusive of 8% SST)		

**1. OBJECTIVE(S):**

At the end of the course, the participant will be able to:

- i. Explain the roles, responsibilities and functions as a supervisor with respect to OSH at the workplace.
- ii. Understand and implement the various OSH programme.

**2. TARGET GROUP(S):**

- i. Supervisors and interested parties.

**3. ENTRY REQUIREMENT(S):**

- i. Able to read and write in Malay/ English.
- ii. Must have device (Computer, Laptop or Tablet) to participate in e-learning platform. The use of mobile phones is NOT PERMITTED; **AND**
- iii. Must have good internet connection; **AND**
- iv. Zoom account registered with personal email.

**4. TOPIC(S):**

- i. Course Introduction and Ice Breaking.
- ii. Overview of OSH Management System.
- iii. Supervisor Responsibilities.
- iv. Risk Assessment.
- v. Safe Work Practices.
- vi. Inspection, Audit and Incident Investigation.

**5. LIST OF REFERENCE BOOK(S):**

- i. Occupational Safety and Health Act 1994.

**6. LIST OF TEACHING AID(S):**

- i. Computer/ Laptop.
- ii. Learning accessories.



**7. LIST OF CLASSROOM ACTIVITIES:**

- i. Lecture.
- ii. Spot the hazards.
- iii. Discussion and site video

**COURSE TITLE: FUNDAMENTAL OSH FOR SUPERVISOR (REMOTE LEARNING)**

**DAY ONE**

TIME	HOOR	TOPIC	TRAINER / FACILITATOR
0830 – 0845	0.25	Registration Course	NIOSH
0845 – 0915	0.50	Course Introduction and Ice Breaking <ul style="list-style-type: none"> <li>• Information of Industries</li> <li>• Incident Statistic</li> <li>• Lesson Learned Case</li> </ul>	
0915 – 1045	1.50	Overview of OSH Management System <ul style="list-style-type: none"> <li>• Legal Requirements</li> <li>• OSHMS MS1722: 2011</li> </ul>	
1045 – 1100	0.25	BREAK	
1100 – 1315	2.25	Supervisor Responsibilities <ul style="list-style-type: none"> <li>• Responsibilities</li> <li>• OSH Consultations and Communications</li> </ul>	
1315 – 1415	1.00	LUNCH BREAK	
1415 – 1545	1.50	Risk Assessment <ul style="list-style-type: none"> <li>• Overview of HIRARC</li> <li>• Classroom Activity</li> </ul>	
1545 – 1600	0.25	BREAK	
1600 – 1715	1.25	Risk Assessment (Continuation) <ul style="list-style-type: none"> <li>• Overview of HIRARC</li> <li>• Classroom Activity</li> </ul>	
	<b>7.00</b>	<b>END OF DAY ONE</b>	

## DAY TWO

TIME	HOUR	TOPIC	TRAINER / FACILITATOR
0900 – 1030	1.50	Safe Work Practices <ul style="list-style-type: none"> <li>• PTW</li> <li>• JHA</li> <li>• PPE</li> <li>• Machinery Guarding</li> <li>• SOP</li> </ul>	
1030 – 1045	0.25	BREAK	
1045 – 1215	1.50	Continuation	
1215 – 1315	1.00	Inspection, Audit and Incident Investigation <ul style="list-style-type: none"> <li>• Behavioural Safety <ul style="list-style-type: none"> <li>– Unsafe Act/ Unsafe Condition</li> </ul> </li> <li>• Safety Inspection/ Audit</li> <li>• Incident Investigation</li> <li>• Classroom Activity</li> </ul>	
1315 – 1415	1.00	LUNCH BREAK	
1415 – 1545	1.50	Continuation	
1545 – 1600	0.25	BREAK	
1600 – 1700	1.00	Continuation	
	<b>6.50</b>	<b>END OF THE COURSE</b>	