



COURSE TITLE	: Safety and Health Officer Examination Workshop		
COURSE DURATION	: 1-day(s) / 7.00-hour(s)	COURSE CODE	: SHOW
COURSE CATEGORY	: Non-Competency	COURSE LEVEL	: Basic
HRD CORP SCHEME	: Claimable		
COURSE FEE	: RM108.00 (inclusive of 8% SST)		

1. OBJECTIVE(S):

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

- i. Understand the format of the SHO Examination.
- ii. Understand how to prepare the Workplace Assignment (WPA) according to the NIOSH standard format.
- iii. Experience the actual situation in both Skill Station and Oral examination.

2. TARGET GROUP(S):

- i. Safety and Health Officer examination candidate.
- ii. Interested individuals.

3. ENTRY REQUIREMENT(S):

- i. None.

4. TOPIC(S):

- i. Trial Examination (Paper I & II).
- ii. Examination Briefing.
- iii. Trial Examination Discussion (Paper I & II).
- iv. Workplace Assignment (WPA) (Paper IV – Part A).
- v. Examination Tips.
- vi. Mock Skill Station (Paper III).
- vii. Mock Oral Examination (Paper IV – Part B).
- viii. Summary and Q & A.

5. LIST OF REFERENCE BOOK(S):

- i. Occupational Safety and Health Act 1994.
- ii. Factories and Machinery Act 1967.





6. LIST OF TEACHING AID(S):

- i. LCD projector.
- ii. Computer.
- iii. White board with accessories.
- iv. Flip chart with accessories.
- v. Portable Scanner @ Visualizer.
- vi. 2 x Examination tables and chairs.
- vii. Examination answer sheets.
- viii. Trial Examination Kits (2 x Multiple Choice Questions, 2 x Structured Questions and 1 x Essay Question).
- ix. Stationeries.
- x. 2 x Items for Mock Skill Station session.
- xi. 2 Sets of Oral Marking Form (PL 1 and PL 2).
- xii. 2 x Mock Oral PowerPoint presentation.
- xiii. Wall clock.

7. LIST OF CLASSROOM ACTIVITIES:

- i. Trial Examination.
- ii. Mock Skill Station.
- iii. Mock Oral Presentation.

Note: Participant is required to bring SHO modules, FMA 1967 and OSHA 1994 during the workshop.

 	NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH		
	COURSE SCHEDULE		
	Document No. NIOSH-PDD-CS-SHOW	Revision No. PDD130116	Page 3 / 3

COURSE TITLE: SAFETY AND HEALTH OFFICER EXAMINATION WORKSHOP

DAY ONE

TIME	HOOR	TOPIC	TRAINER / FACILITATOR
0830 - 0900	0.50	Registration	NIOSH
0900 - 0945	0.75	Trial Examination (Paper I & II)	
0945 - 1000	0.25	MORNING TEA BREAK	
1000 - 1030	0.50	Examination Briefing	
1030 - 1130	1.00	Trial Examination Discussion (Paper I & II)	
1130 - 1300	1.50	Workplace Assignment (WPA) (Paper IV – Part A)	
1300 - 1400	1.00	LUNCH	
1400 - 1530	1.50	Examination Tips	
1530 - 1545	0.25	AFTERNOON TEA BREAK	
1545 - 1600	0.25	Mock Skill Station (Paper III)	
1600 - 1700	1.25	Mock Oral Examination (Paper IV – Part B)	
1700 - 1730	0.50	Summary and Q & A	
	7.00	END OF WORKSHOP	