



COURSE TITLE	: Fundamental OSH for Supervisor	COURSE CODE	: FOSH-SV
COURSE DURATION	: 2-day(s) / 13.50-hour(s)	COURSE LEVEL	: Basic
COURSE CATEGORY	: Non-Competency		
HRD CORP SCHEME	: Claimable		
COURSE FEE	: RM864.00 (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.

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. LCD projector.
- ii. Computer.
- iii. White board with accessories.
- iv. Flip chart with accessories.



7. LIST OF CLASSROOM ACTIVITIES:

- i. Lecture.
- ii. Spot the hazards.
- iii. Workplace inspection.

COURSE TITLE: FUNDAMENTAL OSH FOR SUPERVISOR

DAY ONE

TIME	 HOUR	 TOPIC	 TRAINER / FACILITATOR
0800 - 0830	0.50	Registration	NIOSH
0830 - 0900	0.50	Course Introduction and Ice Breaking <ul style="list-style-type: none"> • Information of Industries • Incident Statistic • Lesson Learned Case 	
0900 - 1030	1.50	Overview of OSH Management System <ul style="list-style-type: none"> • Legal Requirements • OSHMS MS1722: 2011 	
1030 - 1045	0.25	MORNING TEA BREAK	
1045 - 1300	2.25	Supervisor Responsibilities <ul style="list-style-type: none"> • Responsibilities • OSH Consultations and Communications 	
1300 - 1400	1.00	LUNCH	
1400 - 1530	1.50	Risk Assessment <ul style="list-style-type: none"> • Overview of HIRARC • Classroom Activity 	
1530 - 1545	0.25	AFTERNOON TEA BREAK	
1545 - 1700	1.25	Risk Assessment (Continuation) <ul style="list-style-type: none"> • Overview of HIRARC • Classroom Activity 	
	7.00	END OF DAY ONE	

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	COURSE SCHEDULE		
	Document No. NIOSH-PDD-CS-FOSH-SV	Revision No. NAJ140207	Page 4 / 4

DAY TWO

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