



IOSH Approved Supervising Safely



Introduction

The Institution of Occupational Safety and Health (IOSH) is Europe's leading body for health and safety and is committed to promoting protection from workplace hazards at every level. The Supervising Safely certificate issued by IOSH is recognised nationally and identifies the holder as having been instructed in proactive approaches to managing health, safety and welfare.

Supervising Safely has been developed to address the safety and health training needs of the workplace supervisor and will give the knowledge and tools to tackle the health and safety issues that they are responsible for.

Note

This course does not cover management principles of health and safety.



Course Duration

SSG offer this course over two days as a classroom or virtual course.



Course Attendees

This course is suitable for those who work in any industry sector and are seeking the knowledge and information required to be able to comply with their health and safety responsibilities as a supervisor.

Note

It is recommended that learners should have completed the IOSH Working Safely course (or equivalent) within the 12 months prior to attending this course.



Course Programme

Module 1 – Supervisor's roles and responsibilities

- Supervisor's role in ensuring the moral, legal and financial aspects of safety and health are followed and communicated to the team
- The supervisor's responsibilities, level of authority and when to consult with line managers
- Supporting management in the implementation of the organisations policies and procedures in order to maintain workplace safety
- The competence of the supervisor and their responsibility for specific training, induction, supervision of teams and/or individuals; particularly new or young workers, expectant or new mothers and contractors or temporary staff

Module 2 - Hazards, risks and control measures

- The terms hazard, risk, risk controls, unsafe acts and unsafe conditions; how to identify them and control them
- The importance of risk assessments and the processes involved; requirements for specific groups such as young persons, expectant and new mothers, and disabled people
- The requirement for method statements / safe systems of work and permits to work and when they should be used
- Developing good behavioural habits in the workplace

Module 3 - Investigating and inspecting

- The purpose and benefits of introducing a safety and health management system and the key elements
- What to do in the event of non-compliance and enforcement action
- Statutory requirements for reporting and investigating incidents including accidents and near misses
- Carrying out an accident investigation and the reporting procedures, both internal and external

Module 4 - Communication

- Communicating with employees on matters which relate to their safety and health
- Communicate emergency and other procedures and the methods used to do so
- The legal obligations to employees, including contractors and others who share the workspace, in communicating safety measures and emergency procedures
- Methods to use for delivering simple training including toolbox talks and safety briefings, promoting and influencing a positive safety and health culture



Training Certification and Assessment

Delegates will be assessed through an examination paper and an unsafe act-spotting project. Those who successfully complete this course will be issued with an IOSH certificate.



Suggested Follow on and Complementary Courses

- IOSH Managing Safely®
- NEBOSH National General Certificate in Occupational Health and safety