



Managing safely (v5.0) is an internationally recognised training course designed and quality controlled by the Chartered Institute for Occupational Safety and Health. It is suitable for managers and supervisors from any organisation, in any sector, and is designed to get them up to speed on the practical actions they need to take to address health, safety and environmental issues in the workplace.

## 1. Introducing managing safely

Some managers may see health and safety as an add-on to their role – even an intrusion. The first module makes it clear that managers are accountable for their teams, and makes a persuasive case for managing safely.

## 2. Assessing risks

This module defines and demystifies 'risk' and 'risk assessment'. Risk assessments and a simple scoring system are introduced, and delegates carry out a series of assessments.

## 3. Controlling risks

Here the session tackles cutting risks down, concentrating on the best techniques to control key risks, and how to choose the right method.

## 4. Understanding your responsibilities

This module looks at the demands of the law and how the legal system works, and introduces a health and safety management system.

## 5. Identifying hazards

All the main issues any operation has to deal with are covered in this module – aggression and violence, asbestos, bullying, chemicals and harmful substances, computer workstations, confined spaces, drugs and alcohol, electricity, fire, getting in and out, heights, housekeeping, lighting, manual handling, noise, plant and machinery, radiation, slips and trips, stress, temperature, vehicles and transport, and vibration

## 6. Investigating accidents and incidents

The session starts with why accidents should be investigated, and goes on to cover why things go wrong, and how to carry out an investigation when they do.

## 7. Measuring performance

This module explains how checking performance can help to improve health and safety. Delegates learn how to develop basic performance indicators, and get to grips with auditing and proactive and reactive measuring.

Memorable and thought-provoking facts, figures and case studies help drive the points home over the whole course. Each module is backed by clear examples and recognisable scenarios, and summaries reinforce the key learning points. The course includes a workbook, checklists and other materials for delegates to try out and then use when they get back to work.



**Course Duration**  
21 Hours (3 Days)



**Public Courses**  
£440 + vat per head



**Private Session** (12 places)  
£2640 + vat per course

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