









# **Occupational Safety and Health Training** Courses

Airwastewater Management Sdn Bhd are presenting Occupational Safety and Health (OSH) Training Courses which are available for public and in-house.

An occupational safety and health management system influences the occupational safety and health performance of the organization. A management system only functions adequately when there is a continuous and systemic control of all activities and influences relevant to OSH.

These training courses aims at providing a method to assess and improve performance in the prevention of workplace incidents and accidents via the effective management of hazards and risks in the workplace.

## **Public Courses:**

NO.	TOPICS	DURATION (DAYS)	COURSE DATE	COURSE FEE (exclude SST 6%)	VENUE			
1	Emergency Response and Preparedness Plan	2	20 – 21 Feb 2023 10 – 11 Jul 2023	RM 1,200.00	PLASMA, Seremban 2			
2	Accident and Incident Investigation Report	2	27 – 28 Feb 2023 02 – 03 Oct 2023	RM 1,200.00	PLASMA, Seremban 2			
3	Safe Chemical Handling	1	15 May 2023 28 Aug 2023	RM 720.00	PLASMA, Seremban 2			
4	Understanding Safety Data Sheet (SDS)	1	29 May 2023 18 Dec 2023	RM 720.00	PLASMA, Seremban 2			

## **Meet Our Trainers:**



En. Zanuddin Kisman SHO No.: JKKP IS 127/438/02/5820

SHO, NIOSH since 2010. TTT, PSMB since 2014. OSH-C since 2020.

**Current: Vice President, MSOSH since** 2021. 2018: Honorary Secretary, MSOSH. 2014: Management Committee,

> MSOSH. · OSH experience since 1996.



Pn. Siti Horhayani Hassan **QSHE Consultant** 

OSH Auditor since 2015. CHRA Assessor since 2019. TTT, PSMB since 2021.

OSH experience since 2001.



En. Mohd Arif Hamzah SHO No.: HQ/08/SHO/00/4461

CHRA Assessor since 2017. SHO, NIOSH since 2019. TTT, PSMB since 2019.

OSH experience since 2006.







**Safety First Be aware Take care** 

Airwastewater Management Sdn Bhd (200701021637) No. 154, Jalan S2 B5, Seremban 2, 70300 Seremban, Negeri Sembilan DK. Tel: 06-6013126 Fax: 06-6017127

HP: 011-53303881/882

Email: airwastewater@awwam.com / csd@awwam.com















# **Emergency Response and Preparedness Plan**

This course teaches us on the handling of any emergency situation which might occur during our day to day operation. This course is designed for professionals and practitioners involved in the emergency management process and emergency response activities. This includes planning and evacuation exercises, ensuring the well-being of staff, contractors, visitors and facilities management in the event of a significant unscheduled disruption or crisis event requiring evacuation of the premises.

The Emergency Response Plan training is designed to provide you and/or your staff with sufficient knowledge about the theory of emergency situation to enable you to plan for and respond to any emergency situation in your own organisation, such as a fire, toxic release, chemical spillage.



- Possess good understanding of the OSHA 1994 especially on the section 15 and 24.
- Enhance the awareness and ability to identify and assess the presence of hazards., risks and take the necessary response to safeguard themselves.
- Setup, organize and arrange an effective Emergency Response Team (ERT) members.
- Understand the responsibilities of both employers and employees towards safety at workplace.
- Understand on the requirement and provision of emergency equipments/tools.
- Understand on the procedure developed and able to follow the procedure during emergency situation effectively.

## **Course Content:**

#### **DΔV 1**

Occupational Safety and Health Act, 1994.

#### Workshop 1 - Group discussion & presentation

- Objective of the Act
- General Duties of Employers
- General Duties of Employees
- Penalties

### Workshop 2 - Group discussion & presentation

- What is potential emergency scenario
- How to response?
- How to determine control measures?

### Workshop 3 - Group discussion & presentation

- What is ERP?
- ERP procedure
- Evacuation plan
- Safety equipment
- -Inspection checklist
- -Emergency Response Team (ERT)
- What is ERT
- Setting up ERT team

## Who Should Attend:

- ✓ Managers
- ✓ Officers
- ✓ Emergency Response Team members
- ✓ Supervisors
- ✓ Employees

# **Methodologies:**

- This training workshop is aimed to be practical, participative and interactive. Real life examples, case studies and "HANDS ON" tips will be given to participants during the training. There will also be small group activities to foster better understanding of concepts and real life applications.
- A practical session will be conducted to enable participants to understand the process by the direct facilitation by the trainer.

### DAY 2

### **Emergency Response Team (ERT)**

- Roles and responsibilities of ERT members
- Provisions of training for ERT members
- Emergency drill

#### **Fire Protection system**

- Class of fire
- Fire extinguisher
- Smoke detector / heat detector
- Water sprinkler
- Hose reel

### **Crisis management**

- Understanding of crisis management
- Crisis management level (severity)
- Involvement of local authorities
- Joint mock drill

**Practical session** 

Course Fee: RM 1,200.00/pax (exclude SST 6%)

Course Date: i) 20 – 21 Feb 2023, ii) 10 – 11 Jul 2023

Venue: PLASMA, Seremban 2

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# **Accident and Incident Investigation Report**

Without the right health &safety knowledge and system at the workplace, a worker's ability to effectively perform his duties would be largely affected. To create and maintain a conducive working environment, it is important for employers to take the necessary steps to protect employees from Health & Safety concerns of today's corporate community. Preventing accidents and ill health as a result of work should be a top priority for all staff at work. Your business operations depend on them.

Effective and comprehensive accident investigation procedure for an organization is really significant. Employer will benefits from good quality of investigation report as this report will serve as a tool to guide and to prevent recurrence. But before that, a trained and knowledgeable investigation team need to establish accordingly.



- Understanding the Occupational Safety and Health Act 1994, provision a safe and healthy working environment by employer.
- Understanding the requirement to comply to NADOOPOD Regulations 2004.
- Understanding the theory of accident and cost of accident.
- Understanding the principle and technique of accident investigation.

## **Course Content:**

### DAY 1

#### WHAT?

- Occupational Safety and Health Act 1994
- Provision of safe and healthy working environment by employer
- Cooperation and compliance to safe operating procedure / OSH management system established
- Notification of Accident, Dangerous Occurrence, Occupational Poisoning and Occupational Disease Reg. 2004
- JKKP 6 Form, JKKP 7 Form, JKKP 8 Form

### WHAT?

- Cost of accident
- P E A R concept
- Workplace observation; sources of hazard and managing the hazard
- · Term and definition
- Hazard, risk and danger, accident, incident and near miss

#### WHAT?

- Incident investigation management
- Theory of accident
- -Human factor theory, Domino Theory, Heinrich's Accident Triangle

# Who Should Attend:

- ✓ Manager
- ✓ Executive
- ✓ Line Supervisor
- ✓ Employee

# **Methodologies:**

 This training, theory and workshop is aimed to be practical, participative and interactive. Real life examples, case studies and "HANDS ON" tips will be given to participants during the training. There will also be small group activities to foster better understanding of concepts and real life applications.

#### WHY?

- · Accident investigation is important
- Why investigation failed

#### DAY 2

#### HOW?

- Planning accident investigation
- Accident management process
- Evidence gathering
- Interview
- -Observation

#### HOW?

- Responsibilities
- Incident investigation team
- Person injured, Witnesses, Supervisor and PIC
- Training and skill needed
- Documentations
- -Communication and preparing reports

### HOW?

- Conducting accident investigation based on OHS statistic and performance
- Case study, Group discussion & presentation

Course Fee: RM 1,200.00/pax (exclude SST 6%) Course Date: i) 27 – 28 Feb 2023, ii) 02 – 03 Oct 2023 Venue: PLASMA, Seremban 2

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# **Safe Chemical Handling**

When it comes to handling and storing of chemicals in the workplace your actions have a direct impact on you and the welfare of your colleagues and the wider community.

This course will demonstrate the responsibility of employer and employee in complete cycle of chemicals management correctly and the importance of integrating health and safety awareness in all aspects of your work.

It will give you the knowledge to handle, use and store chemicals safely with confidence and what to do if something goes wrong.

Occupational Safety and Health Act (OSHA) 1994 has produced and developed comprehensive regulations and guidelines to all users to follow with regard to safe handling of chemical in all industries in order to ensure exposed group is well protected for entire life.



- Understanding the Occupational Safety and Health Act 1994, provision a safe and healthy working environment by employer.
- Understanding the requirement to comply to NADOOPOD Regulations 2004.
- Understanding the theory of accident and cost of accident.
- Understanding the principle and technique of accident investigation.

### **Course Content:**

### Workshop 1

- Occupational Safety and Health Act (OSHA), 1994
- Principle of OSHA
- Scope of coverage
- · Employer & Employee responsibilities
- Penalty

#### Workshop 2

- Use and Standard of Exposure Chemical Hazardous to Health (USECHH Regulations 2000)
- Scope of coverage
- Definition of usage
- Penalty

#### Workshop 3

- Understanding of Safety Data Sheet (SDS)
- 16 mandatory elements
- · Emergency response
- Personal protective equipment

**OSH Management System** 

### Who Should Attend:

- ✓ Manager
- ✓ Executive
- ✓ Line Supervisor
- ✓ Employee

## **Methodologies:**

- This training workshop is aimed to be practical, participative and interactive. Real life examples, case studies and "HANDS ON" tips will be given to participants during the training. There will also be small group activities to foster better understanding of concepts and real life applications.
- Group discussion and presentation will add values to all participants and will reflect the effectiveness of the training arranged. Sharing on HSE related video also will provide a wider picture aimed to ensure those attended the training can implement and practice accordingly upon completion of the training.



Venue: PLASMA, Seremban 2

Course Fee: RM 720.00/pax (exclude SST 6%) Course Date: i) 15 May 2023, ii) 28 Aug 2023

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# **Understanding Safety Data Sheet (SDS)**

When it comes to handling and storing of chemicals in the workplace your actions have a direct impact on you and the welfare of your colleagues and the wider community.

This course will demonstrate the responsibility of employer and employee in complete cycle of chemicals management correctly and the importance of integrating health and safety awareness in all aspects of your work.

It will give you the knowledge to handle, use and store chemicals safely with confidence and what to do if something goes wrong.

Occupational Safety and Health Act (OSHA) 1994 has produced and developed comprehensive regulations and guidelines to all users to follow with regard to safe handling of chemical in all industries in order to ensure exposed group is well protected for entire life.

# **Objectives:**

- Possess good understanding of the OSHA .1994; Employer and employee responsibilities
- Identifying chemicals based on characteristic as written in the USECHH Regulations 2002.
- Understand the element in Safety Data Sheets (SDS).

## **Course Content:**

- Introduction
- Occupational Safety and Health Act, 1994
- Use and Standard of Exposure Chemical Hazardous to Health (USECHH Regulations 2000)
- Understanding of Safety Data Sheet (SDS)
  - ✓ Identification of substance
  - √ Hazard identification
  - √ Composition of ingredient
  - √ First aid measure
  - ✓ Fire-fighting measure
  - ✓ Accidental release of chemical
  - √ Handling and storage
  - √ Exposure control/personal protection
  - ✓ Physical and chemical properties
  - ✓ Stability and reactivity
  - √ Toxicological information
  - ✓ Ecological information
  - ✓ Disposal consideration
  - √ Transport information
  - ✓ Regulatory information
  - √ Other information

## Who Should Attend:

✓ All employees

# **Methodologies:**

- This training workshop is aimed to be practical, participative and interactive. Real life examples, case studies and "HANDS ON" tips will be given to participants during the training. There will also be small group activities to foster better understanding of concepts and real life applications.
- Group discussion and presentation will add values to all participants and will reflect the effectiveness of the training arranged. Sharing on HSE related video also will provide a wider picture aimed to ensure those attended the training can implement and practice accordingly upon completion of the training.





Course Fee: RM 720.00/pax (exclude SST 6%) Course Date: i) 29 May 2023, ii) 18 Dec 2023 Venue: PLASMA, Seremban 2

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#### REGISTRATION FORM

Please tick (/) the topics to register, fill-up the selected course date (refer to brochure) and other informations.

REGISTRATION FEE										
Tick (/)		TOPICS			COURSE FEE (PER PAX)	SST (6%)	NET REGISTRATION			
	Emergency Response and Preparedness Plan (2 Days)				RM1,200.00	RM72.00	RM1,272.00			
125	SBL Khas Serial No: 10001266292									
8 6		e (please fill-up) :	port /2 Days)							
		Accident and Incident Investigation Report (2 Days) SBL Khas Serial No: 10001265427			RM1,200.00	RM72.00	RM1,272.00			
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		cal Handling (1 Day)		:	RM720.00	RM43.20	RM763.20			
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	1	Understanding Safety Data Sheet (SDS) (1 Day)			RM720.00	RM43.20	RM763.20			
		SBL Khas Serial No: 10001266939			94996 taleblo skii 11-45 (11-45)					
Course Date (please fill-up) : PAYMENT METHOD										
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APPLICANT'S INFORMATION										
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Company Name		:	E-Mail	:						
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#### **TERMS & CONDITIONS**

- 1. Fees are inclusive of course materials, meals and refreshments.
- 2. Registration can be made by sending registration form via email to csd@awwam.com or fax to 06-6017127.
- 3. Payment shall be made within 14 days from the date of invoice or at latest 3 days before the course start; OR approved HRD Corp Grant shall be submitted to AWWAM within 14 days from the date of quotation or at latest before the course date.
- 4. Registration of participants will be confirmed upon receipt of full payment OR approved HRD Corp Grant by issuance of confirmation letter by AWWAM.
- 5. Certificate of attendance will be issued upon attendance and completion of the course; and (for SBL-Khas) upon receipt of the signed copy of HRD Corp JD14 form.
- 6. Participant/PIC shall undertake to pay the course fee if payment/Grant claim issue arise for whatever reason within 7 days after completion of the course.
- 7. You have read the terms and conditions above and by signing this form, you expressly agree and consent to the use, processing, disclosure and transfer of your personal data by AWWAM for this registration and future communications including marketing and promotion purpose. Should there be a need to retract your consent, you shall write a notice to AWWAM to cease the processing of the personal data.



### **OUR TRAINING VENUE:**

Pusat Latihan Alam Sekitar Malaysia (PLASMA)
No. 55, Jalan S2 B18, Pusat Dagangan Seremban 2,
70300 Seremban, Negeri Sembilan DK.
(Opposite Mydin Mall & Dataran Centrio)

