



## INTRO to SAFEPAC

SAQA US: 242668, 120330 & 120335

NQF Level: 4, 3 & 3

SAQA Credits: 9

SAIOSH CPD Credits: 12

Duration: 5 Days

### Course description

Introduction to SAFEPAC is the first step towards obtaining the sought after SAFEPAC qualification. Upon successful completion of SAFEPAC, the student will be able to apply for SAIOSH Technical Membership.

### Course outcome

Introduction to SAFEPAC will provide students with the ability to:

- understand the fundamentals of HSE-related legislation and legal compliance.
- to conduct Incident Investigation.
- apply the techniques for Hazard Identification and Risk Assessment (HIRA).

### Course Content

#### MODULE 1: THE FUNDAMENTALS OF MANAGEMENT SYSTEM THEORY AND PRACTICE

- 1.1 Introduction.
- 1.2 The fundamentals of an Occupational Health and Safety Management System.
- 1.3 Elements of an Occupational Health and Safety Management System.

#### MODULE 2: FUNDAMENTALS OF HSE LEGISLATION & LEGAL COMPLIANCE

- 2.1 Introduction.
- 2.2 Liability.
- 2.3 Other important types of Liability.
- 2.4 Occupational Health and Safety Act and Regulations No.85 of 1993.
- 2.5 Regulations.
- 2.6 Sections of the Occupational Health and Safety Act No. 85 of 1993.
- 2.7 Enforcement of SHE Legislation.
- 2.8 Environment – Department of Environmental Affairs.
- 2.9 Important Environmental Legislation.
- 2.10 The National Environmental Management Act (NEMA).
- 2.11 The National Environmental Management: Air Quality Act.
- 2.12 National Environmental Management: Waste Act.
- 2.13 Compensation for Occupational Injuries and Diseases Act (COID ACT).
- 2.14 Basic Conditions of Employment Act (BCEA).
- 2.15 Employment Equity Act (EEA).
- 2.16 Labour Relations Act (LRA).
- 2.17 Hazardous Substances Act.
- 2.18 Some OHS Act appointments (Table 01).
- 2.19 Some Sections and Regulations of the OHS Act as a guideline (Table 02).

#### MODULE 3: OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENT (HSE)

- 3.1 Occupational Safety.
- 3.2 Occupational Health.
- 3.3 Environmental Protection.

#### MODULE 4: KEY HSE-RELATED DEFINITIONS AND ISSUES

- 4.1 Workplace Hazard.
- 4.2 Emergency Response Plan.
- 4.3 Ergonomics.
- 4.4 Confined Space.
- 4.5 Near misses.

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- 4.6 Workplace Accidents and Injuries.
- 4.7 Health and Illnesses.
- 4.8 Psychological Hazards.
- 4.9 Workplace Violence.
- 4.10 Contractor Management.

#### **MODULE 5: HAZARD IDENTIFICATION AND RISK ASSESSMENT**

- 5.1 Definitions.
- 5.2 What is a risk assessment.
- 5.3 Why is risk assessment important.
- 5.4 What is the goal of risk assessment.
- 5.5 When should a risk assessment be done.
- 5.6 How do you plan for a risk assessment.
- 5.7 How is a risk assessment done.
- 5.8 Financial benefits of Risk Assessments.
- 5.9 Moral reasons.
- 5.10 Expectations of a Risk Assessment.
- 5.11 Identification of potential occupational health hazards in the workplace.
- 5.12 Reasons why health hazards are not recognised.
- 5.13 Identifying and dealing with hazards in the workplace.
- 5.14 Types of risk assessments.
- 5.15 The structure (Steps) of Risk Assessments.
- 5.16 Hazard Controls.
- 5.17 *SAFEPRAC* HIRA Methodology.

#### **MODULE 6: INCIDENT INVESTIGATION**

- 6.1 Prepare to gather data.
- 6.2 Records to be kept.
- 6.3 Reporting incidents.
- 6.4 Investigating accidents or incidents.
- 6.5 Methods of gathering data
- 6.6 Prepare to Gather Data.
- 6.7 Gather Data.
- 6.8 Basic Causes of Accidents.
- 6.9 Gather information.
- 6.10 Recording Incidents.

#### **THEORETICAL ASSESSMENT**

Formative Assessment (Open book test)  
 Summative Assessment (Closed book test)

#### **PRACTICAL ASSESSMENT**

Group Exercises

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