

## Safety Audit & Site Inspection

Date	Venues	(\$)Fees	Book your seat
08 Dec -12 Dec 2024	Singapore	3499	<a href="#">Register Now</a>

### Introduction

“What you do not measure you cannot improve on”; every system however good on paper need to be checked if it actually works in practice. How much more important is this need when what is at stake is not only money but human lives?

There are two levels of checks. Level one being Workplace Inspections undertaken by supervisors and involve the equipment and activities in the workplace looking both for unsafe conditions and unsafe acts. The supervisor in this case must have sound knowledge of what is actually required.

Level two is the Audit where the weaknesses of a system are identified and plans put in place to correct them. An Audit may also identify areas that although working can be improved. The competent Auditor critically examines the Safety Management System and identify weakness; where improvements may be necessary and also changes required for compliance with legal requirements through a systematic, organized, thorough, assessment of how well, efficient and effective the systems are operating.

Workplace Inspections are undertaken by supervisors and involve the equipment and activities on a workplace looking both for unsafe conditions and unsafe acts. In both these activities, the personnel undertaking these tasks have to have sound knowledge of what is actually required and a sound basis on the legal aspects.

### In this training seminar you will learn to:

- Conduct effective Company and Contractors Safety Audits
- The importance of pre audit questionnaires
- Appreciate the legal aspects of audits
- Improve your knowledge on safety issues
- Gain skills in undertaking Site Inspections

## Objectives

**By the end of this training seminar, participants will:**

- Understand the legal background
- Appreciate all Audit activities
- Gain knowledge about the elements of a Safety Management system
- Successfully undertake Site Inspections
- Assess the Safety Culture of the organization
- Evaluate the Emergency Plans of the Organisation

## Training Methodology

Participants will learn by active participation during the seminar through the use of exercises, case studies and open discussion forums. Videos shown will encourage further discussions. The seminar will be run using power point slides, copies of which will be distributed both in hard and soft copies.

## Organizational Impact

**The organisation sending staff to this seminar will gain from:**

- Staff being able to undertake audits and prepare audit reports
- The professional development of staff
- A reduction in incidents
- Staff equipped to carry out effective site inspections
- Personnel able to sample behavioural and physical aspects of the site and its workers
- Inspectors being sure of what areas require further controls

## Personal Impact

- Confidence in conducting audits
- Understanding the legal background
- Appreciate how risk assessments may be evaluated
- Improved knowledge on safety issues
- Be familiar with the requirements of HS(G)65, ILO OHS 2001, OHSAS 18001
- Be able to assess the safety culture of the organisation

## Who Should Attend?

**This training seminar is suitable to a wide range of professionals but will greatly benefit:**

- All supervisors and line management who have assigned responsibilities within the Safety Management system (SMS)
- Maintenance personnel
- HSE personnel
- Staff involved in Contractor work

## SEMINAR OUTLINE

### DAY 1

#### **Introduction to Audits, Legislation & Contractors**

- Introduction to safety audits and inspections
- The Legal Aspects
- Good Practice for the
  - The New Seveso III Directive
  - PSM 1910.119
- Directive 92/57/EEC - temporary or mobile construction sites
- Contractor Selection & Induction
- Risk Management & Risk Assessments
- Evaluating Risk Assessments

## **DAY 2**

### **Elements of a Safety Management System - Audits**

- Types of Safety Management Systems
  - Mechanical Model
  - Socio Technical Model
- Elements of Safety – Management Systems
- SMS Policy – Elements of SMS policy statements
- Proactive and reactive monitoring of performance
- ANSI/API 754 Process Safety Indicators
- The Auditors’ qualifications
- Audits
  - Pre Audit Activities
  - On Site Activities
  - Post Audit Activities
  - Classification of Findings

## **DAY 3**

### **Inspections**

- Observation Techniques
- Specific audit / inspection systems - physical inspection of the site
- Confined Space Entry
- Work at height
  - Scaffolding
  - Ladders
  - PPE
- Fire Assessment
- Chemicals
- Work Permit Systems

## **DAY 4**

### **Safety Culture**

- Safety Culture and Behavioural Safety
- Motivation - Taylor, Herzberg, Vroom, Gueller, Maslow
- ABC Analysis
- What drives behaviour
- Natural penalties and consequences
- Auditing the Safety Culture
- Improving the Culture

## **DAY 5**

### **Emergencies**

- Internal Emergency Plans
- External Emergency Plans
- Auditing emergency plans
- Audit Reports
- Seminar Review
- Evaluation