



**ISO 18000 Occupational Health and Safety Assurance System
(OHSAS)**

CIDB

www.zohlgroup.com

COURSE CODE: NT-SHE-03

LEVEL: Basic

LANGUAGE: Bahasa & English

OVERVIEW

OHSAS 18001 is an occupational health and safety assurance system standard. Occupational health and safety policies are essential for employees, but they are also increasingly important for your customers and other stakeholders. Its implementation is a strong sign of your organization's commitment to your employees' health and safety. Many organizations implement an Occupational Health and Safety Assurance System (OHSAS) as a fundamental part of their risk management strategy to address changing legislation and protect their workforce and other persons working under their control.

The Introduction to OHSAS 18001 Occupational Health and Safety course will help you understand the principles of an auditable health and safety system and its function within your organization.

OBJECTIVES

At the end of the program, participants should be able to:

- Learn useful tips and information about health and safety management systems
- Gain an overview of the OHSAS 18001 framework
- Know the motivation behind implementing an OHSAS 18001 system
- Identify the benefits of a structured health and safety management system
- Get a firm understanding of the requirements of OHSAS 18001
- Understand the implementation and certification process

COURSE OUTCOME

- Understand legislative requirements for OHSAS 18001
- Design and plan the implementation of OHSAS 18001

COURSE DURATION

2 days (9am—5pm)

Tea Breaks: 10:30am & 3:30pm | Lunch: 1:00pm-2:00pm

Note: Please contact our office for Training Date or visit our website for details (www.zohlgroup.com)

METHODOLOGY

This program will be conducted with:

- Interactive Lecturers | PowerPoint presentation
- Discussions | Practical Exercise | Role Play | Case Study

TARGET AUDIENCE

- Health & safety officers, executives & managers
- Human resource officers, executives & managers
- Operations officers, executives & managers
- Management representation to OHSAS 18001
- OHSAS 18001 practitioners & consultants
- Those with an interest in understanding OHSAS 18001

LOCATION

Mindset Discovery Center™@ZOHL, Bandar Sri Damansara, Kuala Lumpur or Client's Preferred Location or selected venue in the Region(s)

COURSE CONTENT

Module 1

- Hazard identification, risk assessment and determining controls
- Legal and other requirements

Module 2

- Objectives and Occupational Health and Safety Assurance System (OHSAS) program
- Resources, roles, responsibility, accountability and authority

Module 3

- Competence, training and awareness
- Communication, participation and consultation

Module 4

- Operational control – Implement Lean 6S: Sort, Streamline, Shine, Standardize, Sustain, Safety

Module 5

- Emergency preparedness and response

Module 6

- Performance measuring, monitoring and improvement

Module 7 - Auditing The OHSAS 18001 Quality Assurance System

- The Purpose of the Quality Assurance System
- The Process Approach in Auditing
- Auditing via the Elements and Clauses of the Standard OHSAS 18001

Module 8 - Auditing OHSAS 18001

- How to audit OHSAS 18001 and how to recognize and address non-conformances.

Module 9 - Discussion of OHSAS 18001 linkages and themes including:

- risk management, regulatory compliance, significant aspects, views of interested parties, documentation and procedures.

Module 10 - Audit Checklist OHSAS 18001

- Audit theory, tools and skills – A discussion of how internal audits may be approached to add value to an organization.

Module 11 - Audit Preparation OHSAS 18001

- Planning and Performance of Internal Audits
- The role of Meetings (opening and closing)

Module 12 - Planning Your Audit Questions OHSAS 18001

- Questioning Techniques in System Approach
- Listening and Note Taking In Audits
- Checklists & Auditing Tools

Customized In-House Training Program is available in the following areas:

Administrative Skills | Career Development | Human Resources | Personal Development | Sales & Marketing | Leadership & Management | Workplace Essentials | Entrepreneurship | Soft Skills | HSE | Engineering | Telecoms | IT

CALL US FOR DETAILS or VISIT OUR WEBSITE AT WWW.ZOHLGROUP.COM

Sebarang pertanyaan sila hubungi Cik Niesa

ZOHL Consultancy Sdn Bhd (332967-D)(SST ID: W10-1810-32000429)

M2-15-02, Level 15, 8trium Tower 2, Jalan Cempaka SD 12/5

Bandar Sri Damansara, 52200 Kuala Lumpur

T: 03.6279.9276 F: 03.6279.0663 HP: 013.398.1038 E: plbk@zohlgroup.com





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COURSE FEE

Peninsular Malaysia

- **With Green Card: RM530.00** per person incl. 6% SST
- **Without Green Card: RM636.00** per person incl. 6% SST

Sabah & Sarawak

- **With Green Card: RM636.00** per person incl. 6% SST
- **Without Green Card: RM742.00** per person incl. 6% SST

(Fee inclusive of Course Material, Attendance Certificate, and Meals)

CERTIFICATE

Participants will be issued a Certificate of Attendance/ Accomplishment upon successful completion of this training program. Full attendance is a pre-requisite.

CIDB CCD Points

20 (for CIDB-Registered Companies)

REGISTRATION METHOD

1. **Online:** http://zohlgroup.com/cidb_registration/ OR
2. Download this brochure at: <http://zohlgroup.com/cidb-brochures/> and fill up the required information. Then please fax to: 03.6279.0663
3. Or contact our office at: 03.6279 9276 / 013.398.1038

FACILITATOR

Dr Teh Chin Weng – Registered Engineer, CEI, UK, has in total more than 40 years of experience, with 20 years full responsibility for bottom line P&L, in Manufacturing and Sales & Marketing business sectors such as: aluminum & sheet metal products for building industry, metal stamping products, industrial and domestic electrical switches, commercial and engineering plastic products. He also has experience in factory start up, and in managing and executing new products marketing and project developments. He has exposure in several senior positions of Malaysian and Foreign owned companies with positions ranging from Technical Engineer, Departmental Manager, Factory Manager, Plant Manager, General Manager to Group General Manager and as Senior Business Consultant. The facilitator attained a **Doctorate in Business Management** from Hong Kong University and **Advanced Diploma in Business & Management** from West Glamorgan Institute of Higher Education, UK and has a **Certificate of Education, Malaysia**. Besides that, he is a **Certified Trainer, HRDF, Malaysia**.



The facilitator is particularly keen in formulating and implementing Company's future strategic plans, developing and implementing marketing plan and program to ensure sales and profit growth, work efficiency, human resource planning and development, material purchasing and sourcing, process management and improvement, system reengineering for total value and performance improvement. With basic knowledge and experience in accounting and financial functions, he has the capacity to strategize business plan for aggressive growth. He has gained value exposure in ISO, TQM (Total Quality Management), TPS (Toyota Production System), and Amoeba Management System, working environment. He had experience **working with World Class Manufacturing** giants like **Sony, Panasonic, JVC, Canon, Fuji Xerox, Delphi, AT&T, Motorola, GM, GE, 3M, IBM, FORD** etc. The most exciting events were the **experience and knowledge** gain when **periodically audited** by these giant Customers, thus accumulate vast experiences working with the International standards.

*Note: Trainer availability is subject to change

REGISTRATION FORM

Participant : _____

Position : _____

IC No: _____

Note: please duplicate this page for multiple participants' registrations

Green Card No: _____ (only if it is applicable)

CIDB Grade G : _____ (only if it is applicable)

Training Date: _____

Training Venue: _____

Organization: _____

Address: _____

Contact Person: _____

Position: _____

Tel: _____

Fax: _____

Email: _____

Company Website: _____

PAYMENT

CASH: RM _____ **OR**

CHEQUE No: _____

Please fax your bank-in slip to 03.6279.0663 or scan your bank-in slip and email to plbk@zohlgroup.com

*Please make your cheque payable to:

ZOHL Consultancy Sdn Bhd



Account No:
514392303373

Signature & Company Stamp

Note:

- Date & venue of seminar subject to changes
- Payment must be made 7 days before the training date
- Registration cancelled 7 days prior to the event is subject to RM100 service charge per participant
- No refunds for notice received less than 7 days prior to the event. A substitution may be made at any time at no extra charge.
- Program content may change subject to revision by our consultants from time to time.
- Full fee is required with your registration. 5% Group discount is available - min 3 pax.

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