



Environmental Services:

Environmental Impact Statements

Environmental Construction Management Plans

Environmental Officer

Sampling & Monitoring Dust, Water, Air Emissions

Consultancy:

PSC H&S Coordinator

PSDP H&S Coordinator

Preliminary Health & Safety Plan

Site Specific Construction Plans

Completion of Safety File

On-site Safety Officer

Safety Statements

Training:

Confined Space

Forklift

Manual Handling

MEWP

Fire Safety Training

Emergency Response

First Aid

Abrasive Wheels

Working at Heights

Safety Representative Training

Under the Safety, Health and Welfare at Work Act 2005 workers may select and appoint from among their fellow employees, a Safety Representative. The Safety Representative role includes the undertaking of tasks such as workplace inspections, accidents investigation, investigation of complaints and consultation on workplace health and safety matters. Training is required for safety representatives and employers are required to ensure that such training is comprehensive and allows Safety Representatives to fulfil their role in the workplace.

Safety Representatives play a vital role in the consultation process of health and safety within the workplace. This course is designed to provide the elected Safety Rep with the training & information necessary to be competent in their role. It has been prepared in accordance with all Health & Safety Authority guidelines.

Who should attend?

Safety Representatives and those involved in the workplace consultation process.

Course Objectives

To provide the basic knowledge and skills necessary for the Safety Representative to discharge their role in the workplace. On completion of this course the participants will be able to:

- List the implications of health and safety legislation on both the employer and the employee
- Describe the role of the Health & Safety Inspectorate
- Define the role and function of a Safety Representative
- List actions undertaken to promote health and safety in the workplace
- Describe the consultative process within the company
- Identify hazards and assess the risks associated with common workplace hazards
- Describe the importance of routine workplace inspections
- Investigate accidents and recommend preventative inspections
- Record and analyse accident statistics
- Identify potential health hazards
- Source information relevant to the Safety Representative
- Define the role of the Safety Statement within the company





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Safety Representative Training cont'd

Course Content

- Legislation relating to Health and Safety
- Role and Functions of the Safety Rep
- Accident Investigation, Recording & Analysis
- Occupational Chemical Safety Awareness
- Common Workplace Hazards/Risk Assessments eg Manual handling, Internal transport, Fire safety, VDU's, Slips, Trips & Falls, Noise, Bullying, Stress
- Method statements
- Permits to Work

Method of Training

- A powerpoint presentation supplemented by videos and exercises
- Use of Safety Data Sheets (SDS), Method Statements, Safety Statements from the client.
- Case analysis of common health and safety problems that arise in the workplace and practical guidance for the safe solution of these issues
- Interactive problem solving.
- Identification of sources of information to assist the safety representative in his/her duties.

Requirements

Safety Data Sheets (SDS), Method Statements, Safety Statements

Certification

On successful completion of this course Trade Safety Ltd will issue Certificates to each delegate, which are valid for 3 years

Maximum Number of Participants

10 people

Duration

3 days

