

IN-HOUSE TRAINING COURSES

SERIES	TRAINING PROGRAM	RATIONALE	DURATION
SAFETY COMMITTEE SERIES	Module 1: Empowering Safety and Health Committee	The Module is developed to empower safety & health committee by providing the potential participants with better understanding of the fundamentals and development of OSH laws; OSH Safety & Health Committee regulations; other OSH Regulations and their applicability to the OSH committee as well as other knowledge such as accident causal factors & the introduction to accident prevention principles which covers risk assessment of workplace hazard	2 days
	Module 3: Risk Management-HIRARC And Safe Work Instructions	The Module is developed and intended to provide knowledge among the personnel in safety & health in identifying the OSH legal compliance for Risk Assessment as well as in understanding and applying the Hazard Identification, Risk Assessment and Risk Control (HIRARC) in their workplace	2 days
	Module 4: Safety Performance Monitoring – Workplace Inspection & Safety Audits	The Module will cover the training based on the Occupational Safety & Health Management System (OSH MS) Standards criteria, which includes Performance Measurement & Monitoring, Chemical Monitoring, Biological Monitoring and Health Surveillance, Workplace Inspections and Safety Audits	2 days
	Module 5: Emergency Response Management	The Module will cover the response requirement to disasters and unwanted events and to prepare the readiness of immediate actions to ensure an effective recovery in event of a crisis. The appropriate response can be learnt through the introduction to Emergency Management Principles, Hazard Assessment/ Vulnerability Analysis, Emergency Management Lifecycle, Emergency Operations Plan (EOP), Incident Action Plan (IAP), Incident Command System (ICS), ICS Emergency Planning	2 days

SAFETY COMMITTEE SERIES	Module 6: Accident Investigation	The Module will cover the knowledge and understanding regarding Accident Investigation specifically on the Legal Requirements, Accident Causal Theories, Accident Investigation Principles and Accident Investigation Procedures.	2 days
	Module 7: Prevention Through Design (PtD)	The Module will cover the subject on Prevention through Design (PtD). It includes guidelines for participant in a process of recognizing, quantifying, and reducing Hazards. The module will introduce the participant to the basic concept of Prevention through Design (PtD) and their application in industry to improve the operations and maintenance safety to prevent hazard and risk of occupational health and safety.	2 days

PROCESS SAFETY	Process Safety Management Series Entry Level	Module 1: Introduction to Process Safety	The module will introduce the participant into the need of process safety, the current issues of process safety in Malaysia and case histories that involved the accident due to the process safety failure. The module will also introduce the Process Safety Management (PSM) elements, the process safety implementation in process plant design lifecycle and identification of major hazards in process industry	2 days
		Module 2: Risk Reduction Strategy for Process Equipment Safety	The module will introduce the role of process equipment failure that led to accident, whilst introducing the risk reduction strategy which are supposed to reduce the likelihood and impact of the said the failure, in a structural and organized method.	2 days

PROCESS SAFETY		Module 3: Process Hazard Analysis	Developed for introduction of several Hazard Identification methods and its application suitability to different stages of process plant lifecycle. The module will also introduce and elaborate on application of the methods available to assess the risk of the process plant.	2 days
		Module 4: Process Safety Management Best Practice	Developed for fundamental knowledge on the best practice of process safety. It will cover various important elements in the process safety such as process safety information, operating procedure, pre-start up safety reviews (PSSR), management of change (MOC), asset integrity, inspection and maintenance, permit to work (PTW), confined space and hot work permit.	2 days
		Module 5: Human Factor In Process Safety Management	Provide an overview of process safety elements in the chemical process plant. The focus of this course is on the human factor towards the prevention of process related accident. In this course, it will include a comprehensive component comprising of behaviour-based safety (BBS), employee participation and safety culture, hand tools and power safety, compliance audit, trade secret, training, contractor control, incident investigation and emergency planning and respond	2 days
	Process Safety Management Series Operational Level	Module 1: Inherently Safer Design (ISD)	Provides an overview of the basic concept of Inherently Safer Design (ISD) and their application in managing process safety in a process plant. The module also provides the operational level knowledge and understanding on ISD application through the ISD Strategies such Minimization, Substitution, Moderation, Simplification and Limitation of Effect	2 days

PROCESS SAFETY		Module 2: Process Equipment Failure	This Module provides an overview on the basic cause of failure in each process equipment and the major equipment that commonly involved in the process-related accident. The module also introduces the Asset Integrity and how they can contribute to manage the process equipment in a plant. It also involves understanding of Failure Pre-Cursor Identification to identify the root cause for asset failures or defects and the exposure to several past accident cases to find the common factor of equipment failure	2 days
		Module 3: Behavioural Based Safety (BBS)	This Module provides an overview on the BBS knowledge for all operational level staff in the process industry. It will introduce the participant into the role and importance of BBS in the workplace and the role of management in kick starting the BBS implementation. Moreover, explain the relation between BBS coupled with human-friendlier design in human error prevention and the delegations will be exposed to the set of strategies specifically designed to encourage workers to effectively engage in safe behaviour in work place.	2 days
	PMT & PMD Inspection, Asset Integrity and Ageing Plant Management		This course develops understanding on the current issues on PMT and PMD and also new norm online inspection procedure by authorities. It will also assist participants to recommend strategy on detection, monitoring, maintenance program based on RBI requirement	1 day
	Emergency Response Management & Incident Command System		This course enhances the understanding of specific principles of emergency management and also conduct hazard assessment. Hence, develop the Emergency Action Plan and response resource requirement	2 days
	Demonstration of Safe Operation (DOSO) and Emergency Response Plan		The course provides understanding of CIMA Regulations 1996 to ensure safe operation, plant personnel and environmental protection are considered by the management of company. Assisting participants to manage the preparation of DOSO report and emergency response plan (ERP)	2 days

PROCESS SAFETY	Design and Safe Operations of Process Plant in the palm Oil Industry	The course is developed to provide better understanding on how to establish and manage the process hazards in the palm oil processing plant which can lead to major accident. It would help to educate participants on the basis of design, process failure mechanism, risk reduction and control of milling factory, splitter, refinery, fractionation and hydrogenation processes.	1 day
	Preparation of Major Hazard Safety Report Towards Becoming CIMAHA Competent Person	This course enhance knowledge and understanding the requirements under the rules CIMAHA 1996. Competent person will have basic techniques for the quantitative risk assessment, consequences modelling and probit calculation	3 days

OCCUPATIONAL SAFETY	Building OSH and Operational Excellence in Industry	Provides an understanding of the fundamentals of OSH and Operational Excellence in the industries. It would be beneficial to those directly or indirectly involved in the managing the OSH and production operation by reinforcing their practical experience and broaden their database. Focus on the core building blocks of the equipment, safe utilization, operations, maintenance and troubleshooting techniques	2 days
	Site Safety and Security: Threat and Mitigation	The course designed to provide exposure to current issues regarding site safety and security in the workplace in Malaysia and critical factors for managing site security threats for an organization.	1 day
	UTM Unbox Operational Problem-Solving Series: Machinery Risk Assessment	The course provides understanding and ability to identify machine hazards and risk estimates, and machine safeguarding recommendations with cost-effective method plantwide by complying with the requirement on-site machine risk assessments and safeguarding inspection	2 days

OCCUPATIONAL HEALTH	LEV Awareness	The course provides awareness of the legal and other requirement related to LEV system and understanding the fundamental concept, purpose, component and good design of the system. Be able to do basic inspection and checking.	1 day
	Trained Person on Hearing Conservation Administrator Compliance to Occupational Safety & Health (noise exposure) Regulation 2019	The course develops understanding and knowledge to trained person of responsibilities in complying Occupational Safety and Health (Noise Exposure) Regulations 2019 and the ability to practice an assessment of the level of exposure noise and adequate hearing protection for workers.	1 day
	Chemical Risk Assessment and Control of Exposure (SiRAC)	The course is developed to provide knowledge on applicable laws & legislation and evaluate the organization capabilities and compliance in managing chemical at workplace through chemical health risk assessment by determine practicable safe control action	1 day
	Creating a Safer Workplace Through Industrial Hygiene Program	This course provides basic understanding on current issues on Industrial Hygiene and program that can be developed from hazard identification. It includes performance and evaluation concept and appropriate control measures for development and improvement of IH Program	1 day
ENVIRONMENT	Certified ISO45001:2008 Occupational Health and Safety Management System Lead Auditor Training	This course is for those intending to acquire the competence to audit an organization's entire OHSMS to meet the requirements of ISO 45001, either as a third or second-party auditor. Successful completion of this CQI and IRCA Certified ISO 45001:2018 Lead Auditor (OHSMS) Training course (within the five years prior to making an application to become a certificated auditor) will satisfy the training requirement for certification as an IRCA Certificated OHSMS auditor.	1 day

ENVIRONMENT	Application Of Life Cycle of Perspective Environmental Management System	This course develops understanding in applying life cycle to identify specific control, technology, methods of monitoring for sustainable and good governance in managing environmental issue.	1 day
--------------------	--	--	-------

SAFE SYSTEM OF WORK (SSOW)	Effective Accident Prevention at Workplace by Utilizing Principle of Prevention (PoP), Prevention Through Design (PtD) And Hierarchy of Control (HoC)	This course enhance knowledge and understanding of risk management and assess the ability of OSH practitioners to apply an understanding of risk control in the workplace and apply safety planning knowledge to real -life situations. It also provides understanding of risk management framework and application; Principle of Prevention (PoP), Prevention through Design (PtD) and Hierarchy of Control (HoC)	1 day
	Advanced HIRARC for Effective Accident Prevention by Integrating Principle of Prevention (PoP), Hierarchy of Control (HoC) & Prevention through Design (PtD)	Provides an understanding of the fundamentals of General Principle of Prevention through Design (PtD) and its connection with existing Hierarchy of Control (HoC) in HIRARC preparation. This course focuses on the core building blocks of the Hazard Identification, Risk Assessment and Control through design and control strategies to prevent accidents at workplace.	2 days
	Control of Hazardous Energy Through Lock Out Tag Out (LOTO) Training	The course provides basic level of understanding an associate hazard & risk related with energy isolation, work associate with energy isolation, hierarchy of risk control, regulation & standard, overview of Lock Out Tag Out program and LOTO program process.	1 day
	Control of High-Risk Work with The Safe System of Permit To Work (PTW)	The course has been designed to introduce and improves the basic knowledge to establish and use the Permit to Work system as one of the safe work systems in the workplace to control and manage high-risk activities more effectively	1 day
	8-Discipline (8D) Risk-Based Tools for Effective Accident Investigation and Problem Solving	This course provides understanding and implementation of 8D process to solve problems, minimize accident rate and prevent accident at workplace with practical application of the supporting tools required for successful resolution	2 days

SAFE SYSTEM OF WORK (SSOW)	HIRARC 2.0 Through Preventive Culture	This course is designed to provide introduction on the latest proposed OSHA 202X. Enhancing knowledge of participants on proposed ICOP HIRARC 202X, which is mainly based on principle of prevention (PoP) and Prevention through Design (PtD) in-line with new OSHA 202X and OSHMP 2025	2 days
-----------------------------------	---------------------------------------	--	--------

LIFTING TEAM COMPETENCY / TRAINED PERSON	Lifting Supervisor Training	The course has designed to provide delegates with the knowledge and skills to perform duties as Lifting Supervisor includes determine and verification of lifting plan and method statement study for Routine or Non-routine Lifting operation at workplace.	3 days
	Lifting Person In Charge (PIC) Training	This course provides delegates with the knowledge to fully understand the roles and responsibilities of appointed Lifting Person In Charge (PIC) to overall manage crane lifting and hoisting operation in workplace through implementation crane lifting safe system of work (SSOW) includes Lifting Plan, Risk Assessment, Method Statement & Permit To Work (PTW)	2 days
	Lifting Gear Inspection Training	This course provides thorough grounding of the law and standards pertaining to lifting gear, identify the statutory requirements for inspection, rejection and reporting of lifting gear in service	1 day
	Working Safely at Height	The course provides basic knowledge and skills of working at height activities at workplace, so that it can be performing safely by the operators.	1 day
	Basic Rigging, Slings and Signalman	The course provides delegates with basic knowledge and skills to perform roles as rigger and signalman includes basic rigging principles, potential hazard and risk, relevant legislation and opportunity to demonstrate basic rigging and slinging as per lift plan, industry best practice and company safe system of work.	2 days

LIFTING TEAM COMPETENCY / TRAINED PERSON	Overhead Crane Operator Safety Training	The course provides introduction of safe handling overhead travelling crane includes basic component, functions & Inspection, potential hazard, basic rigging safety & safe work practices as per local legal legislation & manufacturer manual	2 days
	Site Mobile Crane Safety Inspection Training	This course is designed to provide basic knowledge and skill for mobile crane inspector appointed by organization to perform mobile crane and rigging inspection and verification includes Applicable OSHA/ANSI/ASME regulations and standard	2 days

DOSH COMPETENCY / TRAINED PERSON	Occupational Safety and Health Coordinator (OSH-C)	This course is designed to produce competent OSH Coordinator in all SMEs for OSH management including OSH report, promotion of OSH culture at workplace and safe environment for workers	3 days
	Certificate of Safety and Health Officer (SHO)	This course is developed to produce competent safety and health officer in any companies / government bodies / organizations to maintain occupational safety and health of employees at workplace	22 days
	Ergonomic Trained Person: Level 1 – Initial Ergonomic Risk Assessment Level 2 – Advanced Ergonomic Risk Assessment	The course is developed to prepare Ergonomic Trained Person who is competent and capable to conduct ergonomic risk assessment at workplaces based on DOSH guideline and provide appropriate recommendation to employer on ergonomic improvement	2 days 3 days