



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

SUBJECT

**TERMS OF REFERENCE FOR INTRODUCTION TO OCCUPATIONAL
HEALTH AND SAFETY TRAINING.**

BACKGROUND.

The training should comprise a comprehensive blend of theoretical foundations and practical applications to provide a thorough understanding of the subject matter.

- Formative Assessment – Various activities should be completed to reaffirm legislative knowledge and risk management.
- Summative Assessment – an Examination should be completed at the end of the course.

1. OBJECTIVE OF THE TRAINING

- 1.1 To protect workers from work-related injuries, illnesses, fatalities and to promote a healthy and safety working environment.
- 1.2 This involves preventing hazards, complying with relevant laws and regulations and fostering a culture of safety.
- 1.3 OHS aims to improve worker well-being, enhance productivity and reduce costs associated with workplace incidents.

2. CORE OBJECTIVES

- 2.1 Hazard Identification and Risk Assessment.
- 2.2 Emergency Preparedness and Response.
- 2.3 Promoting a Safe Working Environment.
- 2.4 Risk Management Documentation.
- 2.5 Workplace Health Promotion.

3. SCOPE OF WORK

Topic to be Covered.

3.1 Hazard Identification and Risk Assessment

- Identifying potential hazards in the workplace, including physical, chemical, biological and ergonomic risks.



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- Evaluating the likelihood and severity of these hazards.
- Developing and implementing risk control measures to eliminate or minimize identified hazards.

3.2 Emergency Preparedness and Response

- Developing and maintaining an Emergency Response Plan (ERP).
- Conducting regular drills and exercises.
- Providing training of first aid and CPR.
- Establishing and maintaining communication systems.

3.3 Promoting a Safe Working Environment

- Developing and updating Occupational Health and Safety policies.
- Identifying potential hazards in the workplace.
- Reviewing and updating safety procedures.
- Maintaining a healthy working environment.

3.4 Risk management documentation

- Identify risks.
- Assess risks.
- Mitigate risks.

3.5 Workplace Health Promotion

- Strategies for promoting employee well-being and preventing work-related illnesses.

Duration

- The duration of the training will be (05) five days.

Delivery Method

- Face-to-face/ In-person.

Venue

- Must be provided by Service Provider.

Certificate

- Certificate of Competence.

Accreditation

- NQF Level 4