



"making your skills a priority"

Course Title: Apply Health and Safety to a Work Area (SHE Rep)

SAQA ID: 9964

NQF Level: 2

Credits: 3

Course Description:

This course is designed to provide learners with the essential knowledge and skills required to apply health and safety principles in a work area. Learners will understand the responsibilities of a Safety, Health, and Environmental (SHE) Representative and how to ensure a safe working environment. The course focuses on identifying potential hazards, understanding the relevant legal requirements, and implementing control measures to mitigate risks.

Course Objectives:

By the end of this course, learners will be able to:

- Understand the role and responsibilities of a SHE Representative in the workplace.
- Identify potential hazards and risks within a work area.
- Apply relevant health and safety regulations to ensure a safe work environment.
- Conduct workplace inspections and report on safety issues.
- Communicate health and safety information effectively to workers.
- Assist in the implementation of health and safety procedures and practices.

Benefits of Completing this Course:

- Gain practical knowledge on how to maintain a safe work environment.
- Learn the legal and organizational requirements for health and safety in the workplace.
- Enhance your ability to identify and address workplace hazards.
- Improve communication skills related to health and safety awareness.
- Acquire a recognized qualification that can enhance career opportunities, particularly in sectors where safety is a priority.

Who Should Attend:

- Safety, Health, and Environmental (SHE) Representatives.
- Employees involved in health and safety management.
- Supervisors and team leaders responsible for workplace safety.
- Workers in high-risk industries such as construction, manufacturing, and mining.
- Anyone interested in gaining a basic understanding of workplace health and safety.



TRAINING AND PROJECTS

"making your skills a priority"

Assessment:

Assessment will be based on the learner's ability to demonstrate understanding and practical application of the knowledge gained in the course. This may include:

- Written tests assessing knowledge of health and safety regulations and procedures.
- Practical demonstrations of hazard identification and risk management techniques.
- Scenarios and role-playing exercises to evaluate the learner's ability to handle safety issues in the workplace.
- Participation in discussions and group activities focused on health and safety communication.

Specific Outcomes and Assessment Criteria:

By successfully completing this SAQA Unit Standard, learners will demonstrate competency in the following:

1. Identify Potential Hazards in the Work Area:

- Identify common workplace hazards and assess their potential impact.
- Understand the causes of workplace accidents and incidents.
- Assessment Criteria: Practical demonstration of hazard identification in the work area, with written documentation of findings.

2. Apply Health and Safety Regulations:

- Understand and apply relevant health and safety legislation, including the Occupational Health and Safety (OHS) Act.
- Ensure compliance with organizational health and safety policies.
- Assessment Criteria: Written assessment on health and safety regulations and how they apply to specific work situations.

3. Assist in Implementing Health and Safety Procedures:

- Assist in developing and implementing workplace safety procedures.
- Monitor and enforce safety procedures in the workplace.
- Assessment Criteria: Practical demonstration of enforcing and implementing safety procedures, supported by workplace safety reports.

4. Conduct Workplace Inspections and Report on Safety Issues:

- Conduct regular workplace inspections to identify potential hazards.
- Report safety concerns to the relevant authorities and recommend corrective actions.
- Assessment Criteria: Practical demonstration of conducting workplace inspections, with submission of a safety report.



TRAINING AND PROJECTS

"making your skills a priority"

5. **Communicate Health and Safety Information:**

- Effectively communicate health and safety information to colleagues and workers.
- Use appropriate methods to report and document safety incidents.
- Assessment Criteria: Role-playing exercises demonstrating effective communication of safety issues and reporting of incidents.

This course equips learners with the foundational skills required to promote a safe working environment, playing a vital role in workplace health and safety as a SHE Representative.