

Training starts at 08h00, prices include a light lunch ordered from menu

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**Business hours**  
Monday – Thursday  
09h00 – 16h00  
Friday  
09h00 – 15h00  
(Training days 08h00)

**Address**  
Leyds Street 215  
Bodorp  
Rustenburg

Learners must be able to read and write and have a moderate command in English

## Accredited Occupational Health and Safety courses available

| Course Title   | Duration       | Price per candidate |
|--|----------------|---------------------|
| <b>1. Hazard Identification &amp; Risk Assessment (HIRA) Awareness Training</b><br><i>Course Outline Summary</i><br>Legal Background, Safety files, The types of Risk Assessments, Practical exercises, Gathering a team, Risk Assessment Methodology, Hierarchy of controls, Risk control plan/Management plan, The review process of the Risk Assessment and Management plan, Integrated Risk Management.<br>Who should attend?<br>All employees regardless of their Risk Profile  | <b>01 day</b>  | <b>R1 024</b>       |
| <b>2. Health &amp; Safety Representative Awareness Training</b><br><i>Course Outline Summary</i><br>South African Qualifications Authority, Legislation pertaining to the Health and Safety Representative, Primary Responsibility of the Employer, Employers Principle Duties, Employees Duties, Negligent Act and Omission, Functions of Health and Safety Representatives, Health and Safety Representative committees, Qualifications, Rights and Powers, Duty to Inform and Appointments.<br>Who should attend?<br>Health and Safety Representatives and Alternative Health and Safety Representatives  | <b>01 day</b>  | <b>R1 024</b>       |
| <b>3. Supervisor Training</b><br><i>Course Outline Summary</i><br>The role of Supervisor in the workplace, Applicable Legislation (MHSAct and OHSAct), Integrated Risk Management, Hazard Identification and Risk Assessment overview, Planned Task Observation, Incident Management and Legal Responsibilities,<br>Who should attend?<br>All Supervisory level personnel (Supervisors, Site Managers, etc.)   | <b>01 days</b> | <b>R1 024</b>       |
| <b>4. Basic Fire Fighting</b><br><i>Course Outline Summary</i><br>Legislative Background, Types of Fires, Fire Prevention, Good Housekeeping Principles, Fire Fighting and Fighting Fire.<br>Who should attend?<br>Personnel that are required to have a basic understanding of the principles of Fire Fighting.   | <b>01 day</b>  | <b>R824</b>         |
| <b>5. Legal Liability Training (Refresher)</b><br><i>Course Outline Summary</i><br>General Background, Legislative requirements, Functions of the Department of Labour and the Department of Mineral Resources, Unit Standards that might impact on Legal liability, Vicarious Liability, Self-Regulation Principle, Common Law, Criminal and Primary Liability, Investigation and Inquiries, Risk Assessments, Due Diligence, Reasonably practicable Principle, Leadership Principles and Supervisory Communication.<br>Who should attend?<br>This course is an invigorating journey for Senior Personnel as it deals with Legal requirements and Management knowhow- uplifting experience. This course is also available as a 02 day course for personnel new to the role @ R1 973 | <b>01 day</b>  | <b>R1 024</b>       |
| <b>6. Environmental Awareness Training</b><br><i>Course Outline Summary</i><br>Legislation and enforcement, Integrated Pollution Management, Procedural and ISO 14001 principles<br>Who should attend?<br>For personnel who are required to have a basic understanding of Environmental Management.  | <b>02 days</b> | <b>R1 973</b>       |



South African Institute of  
Occupational Safety and Health  
**Corporate Member**

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| <b>7.</b>  | <b>OHSAct as amended and Regulations</b><br><i>Course Outline Summary</i><br><i>Overview, Interpretation and Implementation</i><br><i>Who should attend?</i><br><i>For personnel who are required to have a basic understanding of the OHSAct. This course is not sufficient to equip personnel in the overall implementation thereof.</i>  | <b>02 days</b> | <b>R2 175</b> |
| <b>8.</b>  | <b>Line Management Skills</b><br><i>Course Outline Summary</i><br><i>This course equip learners in the know how to be a great Supervisor/Manager. Legislative requirements, Disciplinary proceedings, Labour Relations, Professional Correspondence and Reporting, Effective Communication, Managing Resources, Objectives &amp; Targets Monitoring work progress, Policies and code of conduct, Planned Task Observations. Where available Company specific documents can also be included as to bring it closer to home on the hand of explanations.</i><br><i>Who should attend?</i><br><i>Personnel who are expected to play any type of Supervisory/Manager role.</i>  | <b>02 days</b> | <b>R1 973</b> |
| <b>9.</b>  | <b>Incident/Accident Investigation Refresher Training</b><br><i>Course Outline Summary</i><br><i>Legislation pertaining to Incident and Accident Investigation process, Reporting and Recording, Incident/Accident site, 05 wise persons, Reasons for Investigations, Responsibility of Incident Investigation, Aiding the Investigation and Supervisory reasoning, Root Cause analysis, The steps in the Incident/Accident Investigation Process, Factual collection in a logical sequence, Interviewing witnesses, Analyzing documentation, Analyse; conclude and write recommendations, Dealing with non-determination of the Root Cause, Client specific Incident/Accident Investigation Procedure(where available)</i><br><i>Who should attend?</i><br><i>This course is advisable for all personnel involved in the Incident Investigation process, e.g. Safety Personnel, Supervisors and Health and Safety Reps (This course is also available as a 02 day Practical course @ R1 973 per candidate)</i> | <b>01 day</b>  | <b>R1 024</b> |
| <b>10.</b> | <b>Hazardous Chemical Substances Awareness Training</b><br><i>Course Outline Summary</i><br><i>Hazardous Chemical Substances Regulations, Protecting yourself and your family at home, Hazardous chemicals widely used in cleaning products, Other legislation and guidelines, Governing the management of Hazardous Chemical Substances in South Africa and Signage.</i><br><i>Who should attend?</i><br><i>Personnel that are required to have a basic understanding and handles Hazardous Chemical Substances.</i>   | <b>01 day</b>  | <b>R1 024</b> |
| <b>11.</b> | <b>ICAM (Incident Cause Analysis Method)</b><br><i>Course Outline Summary</i><br><i>Legal Requirements, Suitable Reporting and Investigation forms, Accident Causation models, ICAM method, Interview process, Terminology, Implementation of ICAM System and Preventative Action.</i><br><i>Who should attend?</i><br><i>Personnel that is required to do ICAM Investigations.</i>   | <b>02 days</b> | <b>R2 175</b> |
| <b>12.</b> | <b>Safety file Training</b><br><i>Course Outline Summary</i><br><i>Candidates are required to bring their own Safety files to the training intervention to ensure that all questions are answered during this session. Everyone that is involved with the development or upkeep will truly learn from this practical course.</i>  | <b>01 day</b>  | <b>R1 024</b> |
| <b>13.</b> | <b>Workshop Safety Awareness Training</b><br><i>Course outline Summary</i><br>3.1 Legislation (MHSA and OHSAct),<br>3.2 Working @ Heights, (Awareness)<br>3.3 Ergonomics & Manual Handling,<br><i>Who should attend?</i><br><i>Personnel of Contracting companies seeking a general background of Health and Safety. These subjects are also part of some of the mining companies requirements, specific in regard to the Safety file.</i>  | <b>02 days</b> | <b>R1 973</b> |
| <b>14.</b> | <b>Portable Electrical Equipment</b><br><i>Course Outline Summary</i><br><i>Legislation, Selection, Storage and Care of Portable Electrical Equipment, Personal Protective Equipment, Housekeeping around Portable Electrical Tools, Record and Control of Portable Electrical Equipment, Electricity.</i><br><i>Who should attend?</i><br><i>Everyone that works with and are responsible for Portable Electrical Equipment</i>  | <b>01 day</b>  | <b>R1 024</b> |
| <b>15.</b> | <b>Confined Spaces Awareness Training</b><br><i>Course Outline Summary</i><br><i>Legislation, General Introduction, PPE and Life Supporting Equipment, CO Gas Monitors, Emergency Preparedness, Rescue and Response.</i><br><i>Who should attend?</i><br><i>All personnel entering or who could possibly enter confined spaces</i>  | <b>01 day</b>  | <b>R1 024</b> |

**05, 10, 15 % Discount for groups Safety Training only;**  
**(send for Training on that day- groups can't be devided)**

Book for 05 candidates, 05% discount  
Book for 10 candidates, 10% discount  
Book for 15 candidates, 15% discount

Scenario: HIRA R1024, 05 candidates (-05% = R51.20) = R972,80 per candidate  
Scenario: HIRA R1024, 10 candidates (-10% = R102,40) = R921,60 per candidate  
Scenario: HIRA R1024, 15 candidates (-15% = R153,60) = R870,40 per candidate