

Managing Safely



Getting approval to deliver...

It's not about teaching, it's about learning

While many businesses have an understanding that people are an essential part of their success, few actively nurture their human capital in an informed and systematic way.

The COVID-19 pandemic has been a wake-up call. It's now clear that occupational safety and health (OSH) is not just a nice-to-have, but a key element of business management.

By ensuring that workers are not only safe and healthy but also contented and fulfilled, organisations can gain a reputation for being good employers, attracting talent and loyalty.

This course aims to raise awareness of the value of human capital and show how OSH management can contribute to a positive workforce culture and a sustainable business.

Managing Safely

- a course that covers safety and health management basics in a high-impact, interactive package
- flexibility in course delivery over three days (with a minimum 22 hours of face-to-face contact)
- high quality animated graphics, exclusive to IOSH courses
- a sophisticated but fun presentation
- first-class technical content, with a focus on practice
- no jargon or off-putting legal language
- clear scenarios that managers can relate to
- ready-to-use training tools, including films and quizzes.



Marking success in Managing Safely

Delegates who successfully complete the written and practical assessments receive IOSH's Managing Safely certificate.

Managing Safely delivers...

Who is Managing Safely for?

Managing Safely® is universally applicable for managers and supervisors in all industrial sectors, in organisations of any size. It's designed to bring them up to speed on the practical actions they need to take to handle safety and health in their teams.

What does the programme offer learners?

The objective of Managing Safely is to give delegates the knowledge and tools that enable them to tackle the safety and health issues they're responsible for. Importantly, it highlights why safety and health is such an essential part of their job. The course design gives the content a refreshingly informal quality, which makes learning a pleasurable – and memorable – experience.

Successful delegates are awarded an IOSH Managing Safely certificate.

What does the programme offer employers?

- globally-recognised and respected certificated training for their managers and supervisors
- peace of mind in training that's designed and quality-assured by the Chartered body for safety and health professionals
- minimal disruption to the business, because of flexibility in choice of time-slots for delivery
- a cost-effective means of covering two key areas – safety and health – in a single programme.

...which in turn lead to...

- fewer hours lost due to sickness and accidents, resulting in greater productivity

- improved, company-wide safety awareness culture and appreciation for health and safety
- proactive staff involvement in improving the workplace
- enhanced reputation in the supply chain
- increased ability to recruit and retain staff.

What does the programme offer trainers?

- complete confidence in the straightforward, high-quality training designed by a team of specialists
- a ready-to-go programme pack – IOSH has done the hard work, saving trainers the headache and the hassle
- full back-up from IOSH's support team on every aspect of training, from advice on the training environment to guidance on marking assessments
- free technical updates.



Managing Safely covers...

1 Introducing Managing Safely

Some managers may see safety and health as an add-on to their role – even an intrusion. This first module makes it clear that managers are accountable for their teams and makes a persuasive case for managing safely.

2 Assessing risks

Defining and demystifying ‘risk’ and ‘risk assessment’. Introducing risk assessments and a simple scoring system. A series of assessments for delegates to carry out.

3 Controlling risks

Reducing risks, concentrating on the best techniques to control key risks and how to choose the right method.

4 Understanding responsibilities

The demands of the law and how the legal system works. The course is adaptable for those working in countries with differing guidelines and / or laws: delegates receive guidance on the relevant information they need to gather in a safety and health management system.

5 Understanding hazards

A topic-by-topic treatment of all the main issues any operation has to deal with – aggression and violence, asbestos, bullying, chemicals, computer workstations, confined spaces, drugs and alcohol, electricity, fire, getting in and out, heights, housekeeping, lighting, manual handling, noise, plant and machinery, radiation, slips and trips, stress, temperature, vehicles and transport, and vibration.

6 Investigating incidents

Why incidents should be investigated. Why things go wrong and how to carry out an investigation when they do.

7 Measuring performance

How checking performance can help to improve safety and health. How to develop basic performance indicators and get to grips with auditing and proactive and reactive measuring.



Memorable and thought-provoking facts, figures and case studies from around the world help to deepen insights throughout the course.

Each module contains crystal-clear examples and recognisable scenarios. Summaries reinforce key learning points.

The course includes checklists and other materials for delegates to try out and apply in their own workplaces.

Managing Safely includes...

- **full course presentation, featuring interactive sequences of high-quality animated graphics**
- **interactive games and quizzes to bring safety and health to life and maximise participation**
- **user-friendly trainer notes (step-by-step guidance on delivering the course)**
- **two short films embedded in the presentation**
- **a digital bank of assessments and marking papers, including mock papers**
- **delegate workbook with sections for notes and Q&A sessions, and plenty of simple, custom-designed illustrations – no clip art!**

You gain access to IOSH's Course Management System (CMS) to help you manage and deliver IOSH-packaged courses through one central, web-based platform. The CMS enables us to update our course content with any new guidance. You can use it to create personalised or translated versions of IOSH courses to address unique training needs. It's compatible on Windows with Edge, Chrome and Firefox (latest versions). It's also compatible on Macs with Safari and Chrome (latest versions).

Once you log in to the CMS, it's easy to run or manage your licensed courses, manage any other trainer users who are assigned to your training provider account and produce information on course usage.

We've produced a dedicated extension for the Chrome browser for you to install, so that you can deliver IOSH courses offline – anytime, anywhere, without an internet connection.

Delivering Managing Safely

If you want to run Managing Safely, you or someone from your organisation must be the 'nominated IOSH member'. It's this person's responsibility to oversee the course and act as the first line of quality control. IOSH's Training team provides quality control centrally.

Every person involved in the delivery of an IOSH Managing Safely course must be approved by IOSH.

All new trainers who deliver Managing Safely, as a minimum, must:

- **be a Technical Member of IOSH**
- **be up to date with their continuing professional development (CPD)**
- **have two years of substantial, face-to-face training delivery experience**
- **have a level 3 adult training qualification on a regulated framework (RQF) or have completed the IOSH Train the Trainer course.**

Next steps...

Call us on **+44 (0)116 350 0900** to talk through your training needs or email **business@iosh.com**. Find more details online at **[iosh.com/awareness-courses](https://www.iosh.com/awareness-courses)**

About IOSH

The Institution of Occupational Safety and Health (IOSH) is a global Chartered body. The largest membership organisation for health and safety professionals worldwide. We connect our members with resources, guidance, events, and training, and we're the voice of our profession, campaigning on issues that affect millions of working people. As a qualifications Awarding Organisation, a developer of training, and an advocate for positive transformation, we seek to build excellence in our profession, drive action from everyone who can influence occupational safety and health standards and ensure that protecting people is at the heart of sustainability.

IOSH was founded in 1945 and is a registered charity with international NGO status.







About IOSH Training

IOSH Training is the specialist learning delivery arm of IOSH Services Limited (ISL). ISL is a separate commercial entity that invests for the future, generating a surplus which is fully gift-aided to fund IOSH charitable activities. ISL activities are aligned to IOSH's charitable objects, providing training, education and consultancy support services to organisations and individuals seeking to enhance their knowledge and competence in OSH.

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