

# COURSE OUTLINE

## SHEQ Awareness

### PURPOSE

Legislation prescribes that employees are made aware of the hazards and risks in their workplaces as well as what measures must be taken to work as safely as possible in those workplaces. Our SHEQ Awareness course can be customised to address company specific hazards, risks and procedures.

**Duration:**  
2 days

### COURSE CONTENT

#### Specific Outcome 1

**Explain the health and safety duties of employers and employees in a workplace.**

- Explain the hazards associated with the working environment and the reporting thereof.
- Explain the employer's duties with regard to safety and health in a workplace.
- Explain the employee's duties with regard to safety and health in a workplace.
- Explain the health and safety representation structure and activities in the workplace.
- Explain what is understood by the abbreviation SHE

#### Specific Outcome 2

**Explain the general safety rules in a workplace.**

- Explain the consequences of intoxication at a workplace.
- Explain authorised entry in a work area.
- Explain authorised use of motorised and mobile equipment in a workplace.
- Explain lock-out procedures in a workplace.
- Explain signage pertaining to a workplace.
- Explain the environment as it is affected by our workplaces.
- Explain what occupational health is and how it affects the worker.

#### Specific Outcome 3

**Explain the emergency procedures in a workplace.**

- Explain the emergency preparedness plan and prevention techniques.
- Explain the emergency communication procedure in a workplace.
- Explain the prescribed emergency escape routes, assembly points and refuge bays at the workplace.

#### Specific Outcome 4

**Explain good housekeeping at a workplace.**

- Explain the requirements of good housekeeping
- Explain the requirements of stacking materials.
- Explain the requirements for demarcation and colour coding in a workplace

#### Specific Outcome 5

**Explain the use and application of personal protective equipment (PPE) in a workplace.**

- Explain the types of personal protective equipment (PPE) that will be used, as well as the limitations of the PPE used, in and around the workplace.
- Explain the requirements regarding the maintenance and storage practices for PPE in the workplace.
- Explain the reporting of substandard conditions and replacement procedures for PPE.
- Explain the different types of signage for PPE in and around the workplace.
- Explain the importance of wearing PPE and the consequences for not complying .