HAZARD IDENTIFICATION, RISK ASSESSMENT AND DETERMINING CONTROL (HIRARC)
13-14 Sept 2017 (Wed-Thur) * 9.00 am – 5.00 pm * FMM Institute, Sungai Petani

Course Objective
By the end of the session, the trainees should be able to:

1. Introduction to OHSAS 18001
2. Definition of Hazard
3. OHS Management System Model
4. Principle of prevention & control
5. Planning for HIRADC
6. Identifying hazard in working environment
7. Group Of Hazard
8. Determining Risk
9. Determine Severity of harm
10. Analysis: Risk level & Control Measure
11. Conducting HIRARC review
12. Workshop on how to develop HIRADC by department using HIRADC Table
13. Quiz related to HIRADC understanding.

This training will prepare the participant to conduct HIRARC at their working environment and come out with adequate control measures that will reduce or eliminate the hazardous risk in their work place. Participant will be trained on how to plan, assess and identify the hazard using the HIRADC table.

Program Itinerary

Day 1
9.00am
1. Introduction to OHSAS18001
   a. Why we need OHSAS18001
   b. Global & customer requirements
   c. Benefit
   d. Effect on accident statistic

10.00am- Tea Break

10.15am
2. Definition. What is
   a. Recordable Accident
   b. Risk Base Analysis (NEW!!!!)
   c. Hazard d. Risk Assessment

12.00am
3. OHS Management System Model
   a. Continual improvement
   b. OHS policy
   c. Planning
   d. Implementation & operation
   e. Checking & corrective action
   f. Management review

1.00pm- Lunch Break

2.00pm
4. Principle of prevention & control
   a. Anticipate
   b. Identification
   c. Assessment & evaluation
   d. Control
   e. Review

3.00pm- Tea Break

3.15pm
5. Planning for HIRADC
   a. What is routine & non-routine activities
   b. Include activities of all personal
   c. Classification of risk
   d. Area need to be covered
   e. Legal and others requirements applicable
   f. Typical input for the planning

5.00pm- End of 1st day

Day 2
9.00am
6. Identifying hazard in working environment
   a. Classifying work activities
   b. Process flow chart
   c. Data from accident record
   d. Communication from employees or others interested parties.

10.00am- Tea Break

10.15am
7. Group Of Hazard
   a. Physiological (affects mind, emotion, psychology & body)
   b. Physical (affected body)
   c. Disease Related (usually long term effect)
   d. Other

11.30am
8. Determining Risk
   a. The potential severity of harm
   b. The likelihood the harm will occur
   c. The frequency of impact that have occurred.
1.00pm - Lunch Break

2.00pm

9. Severity of harm

a. Part(s) of the body likely to be affected,
b. Nature of the harm, ranging from slight to extremely harmful
c. Example of harmful & extremely harmful incident

3.00pm - Tea Break

11. HIRARC review

2.30pm

10. Analysis: Risk level & Control Measure

a. A simple risk level estimator
b. Action & time scale
c. Most effective, fairly & less effective control measure
d. Risk of human error
e. Evaluation of tolerability of residual risk
f. Subsequence action

d. Typical outputs

4.00pm

Quiz related to HIRADC understanding

5.00pm - End of Training

Who Should Attend

Management, OHSAS 18001 area representative, Safety Committee, Safety Health Officer, Supervisor.

Facilitator

MAPIS BIN MD. JAIS
Consultant on Environmental and Occupational Safety

He is holding a Master in Occupational Safety and Health Management from University of Northern Malaysia (UUM) in collaboration with NIOSH and Bachelor Degree in Applied Science with Honors from University Science Malaysia. He is also a Reserved Officer Training Unit (ROTU) Commissioned as Second Lieutenant Regiment 509 Wataniah (PALAPES) (7506986). He has 17 years’ experience in Environment, Health and Safety in Multi-National Company (From Manufacturing personal to EHS & Security Manager). He is once appointed as one of Division Worldwide HSE representative for one of prominent organization in Germany. During his years of working, he manages to assist few MNC Company to certify as ISO14001 & OHSAS 18001. Currently, he is now appointed as Consultant by two of University on EHS matters, appointed as ‘Technical Expert’ for two of government body on EMS & OHSMS as well as an OHSAS18001 and ISO14001 Certification Auditor for prominent Certification Body in Malaysia (Auditing more than 100 companies). He always believes that an issue is an opportunity for him to improve. He likes to simplify EHS requirements by reducing the responsibility of the person in charge but at the same time, still comply with legal and other requirements. He has developed a comprehensive and paperless Database for EHS MS that is currently being used by a few MNC. He believes that all employees should have equal opportunities for development and training. He has developed EHS e-learning with pre and post evaluation for employee to know about almost all EHS requirements and information in manufacturing environment. He is now actively involved in community services, delivering EHS awareness to hospital, school, polytechnic, nursery, kinder garden and the community.

Administrative Details

Date : 13-14 September 2017
Venue : FMM Institute, Sg Petani

Time : 9.00 am – 5.00 pm
Fees : RM 1,007 (Members);
      RM 1,113 (Non-Members)

(All fees are inclusive of 6% GST, course materials, cert & meals)

Attendance is by prior registration only. Registration form must be completed and returned to FMM Institute by 6 Sept 2017 with correct payment by cheque made in favour of “FMM INSTITUTE” and crossed “Account Payee Only”. Payment by cash is acceptable during the day of registration. Registration is on first-come-first-served basis.

ENQUIRIES & REGISTRATION

Contact: Meeza/Zai
                  FMM Institute Kedah/Perlis Branch,
                  No.2, Lorong BLM 1/4, Bandar Laguna Merbok
                  08000 Sungai Petani, Kedah
                  Tel: 04-4403628 / 4403273
                  Fax: 04-4426876
                  E-mail: meeza@fmm.org.my / rozainiza@fmm.org.my

CANCELLATION & REFUND

• No refund for cancellation within 2 days prior to the programme
• 50% refund for cancellation between 3-6 days
• Full refund for cancellation 7 days prior to the programme
• Registered participants who do not turn up will be charged accordingly
• No additional cost for replacement
• Cancellation must be made in writing
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REGISTRATION FORM

To : FMM Institute (Attn: Meeza / Zai) Fax: 04-4426876

Please register the following participants:

1. Name & Designation : __________________________________________________________
2. Name & Designation : __________________________________________________________
3. Name & Designation : __________________________________________________________
(Please attach separate list if space is insufficient)

Submitted by : ___________________________ Designation: _____________________________
Company : ________________________________
Tel : ___________________ Fax : ___________________
Address : ________________________________________________________________
Email : _______________________________ Membership No.:_________________________