



Learnerships



Skills
Programmes

Maintain and Monitor SHEQ Systems and Procedures Skills Programme NQF 4

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Maintain and Monitor SHEQ Systems and Procedures (9 Credits)	13235 - Maintain The Quality Assurance Systems (5) 13224 - Monitor the application of SHE (4)	NQF 4	10 Days	MERSETA SP0117/07-17
Maintain and Monitor SHEQ Systems and Procedures: Unit standards covered				
UNIT STANDARD	TITLE	UNIT STANDARD	TITLE	
13235	Maintain the Quality Assurance Systems	13224	Monitor the application of SHE	
Outcomes	<ul style="list-style-type: none"> • Monitor quality assurance in area of responsibility • Compile reports on quality assurance issues in area of responsibility • Monitor the adherence to quality assurance standards and procedures by team members • Maintain quality documentation and instruments • Evaluate quality procedures, identifying areas of concern and suggest improvements • Develop and adapt quality procedures to address quality problems and/or meet 	Outcomes	<ul style="list-style-type: none"> • Monitor adherence to safe and environmentally friendly work practices by work team • Coach work team in their statutory rights and responsibilities and in safety indicators • Promote and maintain preventive measures in area of responsibility • Safe and environmentally friendly work practices are adhered to by work team • Compile reports on safety, health and environmental issues in area of responsibility 	

	changing requirements		
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Course Contents

Health and Safety Theories, Principles and SHE Systems

- Explain the health and safety truths/statements.
- Describe the reasons for safety.
- Discuss the ABC principle.
- Evaluate and compare the different incident prevention theories
- Demonstrate the relationship between quality and safety
- Hazards and energy
- Risks

Legislation

- Common law responsibilities
- Format of an act
- Legislation
- South African Health and Safety legislation
- Occupational Health and Safety Act, 85/93
- OHS Act and Labour Relations Act

Technical Safety

- Premises and housekeeping
- Symbolic safety signs
- Hand and portable/moveable power tools
- Ladders
- Vessels under pressure
- Gas cylinders

- Electrical safety
- Lock-out systems
- Labelling of switches, isolators and valves
- Fire prevention
- Personal protective equipment
- Technical safety management

Occupational Health

(Occupational Medicine, Primary Health Care & Occupational Hygiene)

- Orientation
- The occupational health service
- Occupational medicine
- Issues in occupational health
- Introduction to occupational hygiene
- Noise
- Illumination
- Ergonomics
- Ventilation
- Vibration
- Thermal stress

Environmental Management

- Industry and the environment
- Waste management
- Pollution
- Management of hazardous materials
- Measuring, monitoring and reporting

Designation of Safety Health and Environmental Representatives

- Understand the fundamental responsibility of the safety health and environmental representative
- The appointment of the safety health and environmental representative
- The functions and rights of the safety health and environmental representative

Incident Investigation and Reporting

- Understand how incidents are to be investigated.
- Who has to report incidents?
- The functions and rights of the safety health and environmental representative
- Understand the purpose of safety / committees.

Quality

- Quality in the workplace – what does it mean?
- What is quality?
- Quality systems flow charting
- Procedure writing
- The quality function: quality assurance
- Quality Management System (ISO 9001:2008)
- Quality auditing
- Process control Techniques – Control charts
- Inspection and Sampling
- Control of Non-conforming products

Contact Details

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