



BRITISH SAFETY SERVICES

The NEBOSH International General Certificate in Occupational Safety and Health

The size of the global health and safety problem is considerable, with the International Labour Organisation (ILO) estimating 1.1 million deaths attributable every year to inadequate standards. This qualification has been specially established to help reduce this figure. The International General Certificate (IGC) covers the same topics as the National General Certificate but the UK legislation has been taken out.

The IGC course is a very significant development in addressing the global demand for safety and health practice to the highest recognised standards, (ILO/18001). It is designed exclusively for those working outside the UK, and is also available to multinational companies for their overseas operations, ensuring a consistent approach across the organisation. There are no formal entry requirements although a written report in English is required as a part of the examination.

Course Aims

This course focuses on management systems and best practice in the context of international standards in health and safety, rather than reliance on local legislation. By applying proven and recognised processes, it underpins consistent health and safety performance.

This course is intended for Managers, Occupational Health Staff, Supervisors, Team Leaders, worker representatives or others for whom health and safety is an integral part of their job. It provides a broad base of knowledge on which a base level of competence in occupational health and safety can be developed.

Course Objectives

Upon completion of this course, candidates will be able to:

- Identify common hazards in the workplace and advise on appropriate remedial action
- Understand the foundations and frameworks for regulation of health and safety, including international standards and conventions such as ISO and ILO
- Assist in the preparation, review and monitoring of safety policy and procedures including pro-active and reactive strategies, training, audits and safety committees
- Investigate accidents and other incidents and prepare cost-effective proposals to prevent recurrence
- Communicate effectively on health and safety matters, including the use of reports
- Describe human and organisational factors affecting health and safety performance assessment – for example, health & safety culture
- Undertake effective workplace inspections and recommend cost effective remedial action
- Maintain records and information sources to advise management
- Advise on appropriate action to minimise fire risk and develop fire procedures
- Advise on the chemical and biological hazards and control
- Advise on safety in construction

Course Style

The primary method of learning will be via guided study and exercises to develop the knowledge and skills required for the final assessment. Considerable use will be made of videos and

powerpoint presentations. Homework will be set at the end of every day, which will require 45-90 minutes study per evening. Delegates' progress will be monitored through continuous assessment and evening work.

Assessment

There are two written examination papers, which will be sat on the final day, Paper 1 (IGC1) am, Paper 2 (IGC 2) pm. Both papers are normally 2 hours' duration.

The practical examination (IGC 3) is completed by the delegate within 10 days of the final day of their course in their own workplace and involves a physical inspection of their working environment. It is designed to test the candidate's ability to complete a health and safety assessment and produce a management style report on their findings. All participants will be required to carry out a 45 minute inspection of a real workplace area, after which they are recommended to take about two hours to prepare a written report on their findings, using a report form provided, covering the hazards observed and remedial action recommended.

The course tutors will mark the practical inspection reports in accordance with NEBOSH criteria and NEBOSH will mark the two written papers. Results will be advised within 10 weeks of examination date by NEBOSH.

On successful completion of the examination NEBOSH International Certificate holders can now join the International Institute of Risk and Safety Management (IIRSM) as an Associate Member, using the designation **AIIRSM**. The **Institution of Occupational Safety and Health (IOSH)** also recognise this qualification and can gain membership of IOSH at the Technician Member grade subject to experience/application. Technician Members will be able to use the '**TechIOSH**' letters after their names.

Reference Material

Each delegate will receive a course manual, which is designed to follow and complement the NEBOSH syllabus. In addition BSS reference books will be available for individual and group work.

Student Terms and Conditions

It is strongly recommended that you read the General Terms and Conditions which can be accessed on the NEBOSH website:

www.nebosh.org.uk/students/becoming_a_student/general_terms_and_conditions

Reasonable Adjustment

All of our courses (including all course materials) are delivered in English and the exams at the end of the course must also be written in English. Candidates should therefore have a good standard of written English. NEBOSH do not deduct marks for poor spelling or grammar but they must be able to read and understand candidates answers in order to be able to award the appropriate marks. Candidates for whom English is not their first language should make BSS aware of this fact and we will apply for 25% extra time (reasonable adjustment) in their examinations, to allow time to use a dictionary. This reasonable adjustment is subject to approval from NEBOSH.

British Safety Services, Aqueous 3, Aston Cross, Birmingham. B6 5RQ.

Tel: +44 (0) 121 333 7232

Fax: +44 (0) 121 359 3350

Email: admin@bssukhse.com

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