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2030
المملكة العربية السعودية
KINGDOM OF SAUDI ARABIA

HEALTH SAFETY ENVIRONMENT (HSE)

Short Courses

Approved By

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Technical and Vocational
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Hydrogen Sulfide (H2S) + SCBA

12 Minimum participants

1 days

Course Overview

H2S (Hydrogen Sulfide) is a gas that can be created by natural biological processes or by human activity and poses a serious threat to people or assets because of its extremely toxic and corrosive properties. It is important, therefore, for all personnel working in the construction industry, sewage and water treatment plants, and oil & gas facilities to be competent in emergency response training and become aware of the necessary practices to stay and work in an environment with potential exposure to the H2S gas. This training will cover the characteristics of Hydrogen Sulfide gas and the potential physiological effects of exposure as well as the use of H2S detection equipment and escape breathing apparatus.

Who Should Attend?

Any personnel working in a water – chemical treatment facility, Oil and Gas industry, industrial areas and construction areas.

Course Outline:

- Introduction TO H2S Gas
- Other names used to describe H2S
- Hydrogen Sul-de H2S properties & characteristics
- Where H2S can be located
- Parts per million (ppm) as a measurement parameter
- Factors affecting individual susceptibility to H2S
- Hazard associated with H2S
- Occupational exposure limits to H2S
- Safety Signs (as color)
- H2S alarms and gas detector.
- Protection from H2S
- Detection of H2S
- Escape
- Rescue
- Recovery
- Practical Assessment : Donning & operating (including checks) an escape breathing apparatus (SCBA) with a mask within 30 seconds

a. Stage 1: Trial
b. Stage 2: Actual
c. Stage 3: Final exercise and timing

* During each stage the course will go over checking the condition of breathing apparatus before use, checking for any defects/damages, gauges and pressure. After that, the participants will be taught how to return the breathing apparatus to the box.

Duration:

• ITC-HSE-001 Hydrogen Sulfide H2S + SCBA	1 day
• ITC-HSE-002 Hydrogen Sulfide H2S + SCBA Level 2	1 day

First AID-CPR-AED

12 Minimum participants

1-2 days

Course Overview

This course is essential to provide any person with basic and simple instructions and procedures in case any medical emergency occurs at the work place, home, school or even on the street. This training will educate participants on the proper way of performing Cardiopulmonary Resuscitation (CPR), using the Automated External Defibrillator (AED) in a safe, timely, and effective manner and responding to any kind of medical emergency professionally until medical treatment can be accessed. Various medical scenarios will be covered along with their ways of prevention and treatment. The main objective of this course is to communicate how to preserve life, prevent worsening and promote recovery to an injured person.

Who Should Attend?

Everyone.

Course Outline:

- Introduction
- Purpose of First Aid
- Contents of the First Aid Kit
- Define and conduct Cardiopulmonary Resuscitation (CPR)
- Using an Automated External Defibrillator (AED)
- Respond to choking in adults, children, and infants
- Treatment of unconscious casualties
- Recovery Position for adults, children, and infants
- Communication and delegation in an emergency
- Emergency services numbers
- Good Samaritan Law
- Universal Precautions
- Emergency action plan
- Skills of a First Aider
- Respond to heart attack victims
- Nose bleed and injury
- Control internal and external bleeding
- Respond to impaled object
- Treat burns
- Treat broken bones and dislocation
- Respond to spinal injuries
- Respond to Shock
- Identify and respond to stroke
- Treatment of wounds
- Extreme temperatures emergencies
- Respond and treat animal and insect bites

Duration:

• ITC-HSE-003 Basic First Aid/CPR AED	1 day
• ITC-HSE-004 First Aid CPR/AED Level 2	1 day
• ITC-HSE-005 First Aid CPR/AED Level 3	2 days

Fire Fighting

12 Minimum participants

1-3 days

Course Overview

The Firefighting Course is designed to help in preventing and protecting the assets, the environment, employees, and the general public in emergency situations that can occur as a result of the fire. The course will highlight various topics including classes of Fire, causes of fire, and optimum rescuing procedures in addition to learning how to combat a fire within a team or simply when alone. The course will also highlight the roles and responsibilities of Fire team members, emergency escape plans and proper risk assessment on how to deal with a fire should it occur. The course will educate participants on how to identify the risks and hazards and how to properly deal with them.

Who Should Attend?

Any individual or any employee working in a worksite, operational site, workshops, storage facilities, chemical and industrial plants and any other facility or workplace. The advanced firefighting courses are suitable for, supervisors and technicians, operators, Fire Watch man, Fire Warden, and emergency response members who have fire safety responsibilities.

Course Outline:

- Introduction To Fire and Fire Prevention
- The Burning Process
- Fire triangle, tetrahedron
- How Fire Spreads
- Classes Of Fire
- Heat Sources
- Fire Prevention
- Extinguishing Mediums And Extinguishers
- Firefighting Equipment Requirements
- Methods Of Operation
- Fire Blankets
- Operating Procedure
- Care And Maintenance Of Fire Equipment
- Fire Hose Reels
- Fire Buckets
- Lifting And Carrying Techniques
- Fire Suppression With Hose And Hydrant Operations
- Means of Escape
- Role of Fire Marshall
- Hands on use of different types of fire extinguishers

Duration:

• ITC-HSE-006 Basic Firefighting Training & Prevention	1 day
• ITC-HSE-007 Fire Fighting Level 2	1 day
• ITC-HSE-008 Advanced Firefighting Training & Prevention Course	1 day
• ITC-HSE-009 Industrial Firefighting	1 day
• ITC-HSE-010 Fire Marshal / Fire Warden	1 day
• ITC-HSE-011 Fire Watch Training 1 day	
• ITC-HSE-012 Firefighting for Team Members	3 days
• ITC-HSE-013 Firefighting for Team Leaders	3 days

Gas Tester

12 Minimum participants

1 days

Course Overview

In hydrocarbon facilities, it is required to undertake gas testing in all locations where injury to personnel or damage to property could occur due to the presence of hazardous elements. These hazardous elements may consist of enriched or deficient oxygen levels or flammable, and toxic gases. Gas testing is required to confirm that the atmosphere in the work environment is safe before personnel is permitted to enter or conduct work. This course has theoretical and practical components that participants must successfully complete.

Who Should Attend?

This course is designed for personnel employed in industrial or construction jobs that are potentially exposed to hazardous atmospheres that require monitoring (Gas Testing) within their workplaces.

Course Outline:

- Introduction to Gas Testing.
- Policy and requirements for Gas Testing
- Identify common gas hazards
- Summarize gas testing standards
- Prepare and plan for monitoring
- Gas Tester
- Gas Testing Equipment
- Gas Sampling
- Identify and control hazardous oxygen levels
- Atmospheric monitoring of asphyxiant gases
- Identify and control flammable gases
- Define LEL, UEL, and TLV
- Identify and control toxic gases
- Identify TWA, STEL, Peaks, IDLH atmospheres
- Comply with sampling rules and standards
- Maintain equipment
- Change sensors in the field
- Conduct bump and calibration testing of the equipment

Duration:

• ITC-HSE-014 Gas Tester	1 day
• ITC-HSE-015 Gas Tester Level 2	1 day

Heat Stress

12 Minimum participants

1 days

Course Overview

Due to the Saudi hot climate and working conditions in industrial and plant facilities, heat can create a series of conditions where the human body could take on stress from overheating. Heat-related illnesses include heat cramps, heat exhaustion, heat rash, or heat stroke, each with its own symptoms and treatments. Symptoms can range from profuse sweating to dizziness, cessation of sweating, and collapsing. At greatest risk of heat stroke are the elderly, children, and people with medical conditions, such as heart disease. However, even young and healthy individuals can succumb to heat if they participate in strenuous physical activities during hot weather. This course will assist participants in identifying areas where heat stress can occur and will highlight the proper methods on heat stress prevention in the workplace and during hot temperature sea-sons.

Who Should Attend?

All workers in the GCC area

Course Outline:

- Introduction to Heat Stress
- Define Heat Stress and its Causes
- Identify and treat Heat Cramps
- Identify and treat Heat Exhaustion
- Treat Heat Rash
- Identify and treat Heat Stroke
- Identify Sign and Symptoms
- Dehydration
- Emergencies Scenarios
- First-Aid Response
- Risk Factors
- Heat Index Calculation
- Prevention

Manual Handling & Load Secur-ing Techniques

12 Minimum participants

1 days

Course Overview

This course will help your organization reduce the number of Musculoskeletal Disorders (MSDs), associated with Manual Handling, which is the most commonly reported type of work-related ill health. Every organization has potentially harmful manual handling tasks, this is why manual handling training and awareness plays such a central role in occupational safety. Manual Material Handling (MMH) is an important application of ergonomic principles that especially addresses back injury prevention. However, safe loading is for any type of cargo that must be contained or secured and safely placed in/at the vehicles. The load must be properly secured to prevent danger to personnel, public, and even the driver that's transporting the materials.

Who Should Attend?

This course is designed for any personnel whose work requires manual lifting and safe loading of materials

Course Outline:

- Introduction
- Define Manual Material Handling (MMH)
- Identify five types of MMH activities
- Back injury statistics
- General causes of back injury
- Injury prevention: Maintain posture
- Factors that influence MMH
- Safe lifting guidelines
- Implement safe lifting plan
- Define safe loading
- Roles and responsibility of management, operation personnel, and drivers
- Identify and prevent unsafe loading
- Ten commandments for safe loading
- Identify vehicles for different cargo loads
- Types of headboards
- Load securing equipment
- Stacking/placement of cargoes
- Load restraint principles

Scaffolding
Erection & Disman-tling

12 Minimum participants

1-3 days

Course Overview

Every year thousands of accidents and hundreds of fatalities occur to workers with scaffolding jobs in the Oil & Gas and the Construction Industries.
Most of the injuries involved in scaffold accidents are caused by either the planking or support giving way, workers falling or to the employee slipping. In addition, following incorrect operating procedures will also lead to accidents. Furthermore, environmental conditions, being struck by falling materials, and plank slippage are apparently some of the most common causes of serious accidents. Unsafe scaffolding procedures can cause accidents, serious injuries and even death. However, scaffolding can give people efficient and safe means to perform work. It also has many applications. When properly erected and maintained, scaffolding provides workers a safe access to work areas, level, and stable working platforms, and temporary storage for tools and materials.

Who Should Attend?

This course is designed for all employees who work with scaffolds in any industry including the Oil & Gas and/or Construction industry.

Course Outline:

- Introduction
- Define Manual Material Handling (MMH)
- Identify five types of MMH activities
- Back injury statistics
- General causes of back injury
- Injury prevention: Maintain posture
- Factors that influence MMH
- Safe lifting guidelines
- Implement safe lifting plan
- Define safe loading
- Roles and responsibility of management, operation personnel, and drivers
- Identify and prevent unsafe loading
- Ten commandments for safe loading
- Identify vehicles for different cargo loads
- Types of headboards
- Load securing equipment
- Stacking / placement of cargoes
- Load restraint principles

Duration:

• ITC-HSE-018 Scaffolding Awareness	1 day
• ITC-HSE-019 Manlifts Scaffolds	3 days
• ITC-HSE-020 Mobile Scaffolding: Erection and Dismantling	3 days
• ITC-HSE-021 System Scaffolding: Erection and Dismantling	3 days
• ITC-HSE-022 Tube and Coupler: Erection and Dismantling	3 days
• ITC-HSE-023 Scaffold inspection for inspectors	3 days

Standby Man

12 Minimum participants

1 days

Course Overview

Whenever a confined space job, a critical welding job, or any other type of critical job is ongoing, the team meets and nominates another worker who is competent and qualified to act as a Standby man. This Standby man must be properly equipped to carry out the supporting duties and responsibilities of a standby person without any hindrance as the fate of all the team members rests on him. A Standby man monitors the internal and external activities "in and around" the ongoing job such as when working in a confined space. He is stationed at the entry point of the confined space to monitor the job and to sound the alarm in case of any emergency.

Who Should Attend?

This course is designed for all personnel whose co-workers conduct work within critical areas such as in confined space, chemical handling, or welding in hazardous areas.

Course Outline:

- Introduction
- Who is a Standby man
- Standby man responsibilities.
- Familiarize with various types of confined spaces, critical welding,
- and chemical handling.
- Recognize common hazards in entering confined space
- Review the critical job plan and JSA.
- Entry permit details
- Understand the effects of exposure to hazardous substances
- Maintaining entry log, buddy system
- Maintain two-way communication
- Emergency and escape plan

Hazard Identification / Recognition

12 Minimum participants

1 days

Course Overview

Hazard identification is a key part of any injury & illness prevention program within the workplace. If hazards are not identified, then they cannot be mitigated properly. In order to maintain a healthy & positive working environment, it is important to recognize hazards and implement control measures to eliminate or mitigate those hazards. Working within the workplace on daily basis imposes numerous hazards and failure to recognize the nature of these hazards will lead to incidents, accidents, injuries or deaths. The course provides a methodology for identifying hazards in the form of formal inspections, safety surveys and methods to conduct Job Hazard Analysis (JHA)/ Job Safety Analysis (JSA). The course will highlight how to properly evaluate hazards depending on their risk priority and will provide the suitable control measures such as elimination, substitution, engineering controls or administrative controls. This course will also cover the required personal protective equipment to reduce the risk of hazards. In addition, this course will provide an understanding of the formal processes required to identify, control and monitor hazards in the workplace.

Who Should Attend?

The course is designed for all the personnel working in industrial, construction and oil & gas sectors at all levels.

Course Outline:

- Define a hazard.
- The difference between Hazard and Risk.
- Calculate risk using a risk score calculator.
- Explain legislative requirements for hazard identification and control measures.
- Conducting JHA/JSA
- Describe hazards that have the potential to harm workers, the work environment and the organizations.
- Identify hazards and apply risk assessment procedures.
- Undertake various forms of hazard assessment that relate to the workplace and work activities.
- Identify optimal and practical control methods and evaluate their effectiveness.
- Describe actions in the event of control failure.
- Understand the hierarchy of controls.

Hazard Communication (HAZCOM)

12 Minimum participants

1 days

Course Overview

The purpose of the Hazard Communication Course is to ensure that the hazards of all chemicals produced or imported are classified, and that information concerning the classified hazards is transmitted to employers & employees. The requirements are intended to be consistent with the international standards & regulations. The course addresses the various types of hazards and how to properly identify and label the hazard. The course will also cover how to read and understand the warning signs associated with the products or chemicals.

Who Should Attend?

This course is intended for all the employees who are exposed or involved in dealing, handling, & storing of chemicals.

Course Outline:

- Why Take Hazard Communication Training?
- Criteria for a Hazard Communication Program.
- Globally Harmonized System (GHS).
- The Written Program.
- Hazardous Materials Inventory.
- Employee Training.
- Hazardous Materials and exposure routes
- Understanding Exposure Limits.
- Hazard Classification Hazard Communication.
- Exposure Controls.
- Pictograms.
- Container Labeling.
- Material Safety Data Sheet
- Other Labeling Requirements.
- Safety Data Sheets.

Duration:

- ITC-HSE-026 HAZCOM/WHIMS (Workplace Hazardous Material Information System) 1 day
- ITC-HSE-027 HAZCOM/WHIMS (Workplace Hazardous Material Information System) Level 2 1 day

Hazardous Material Handling (HAZMAT)

12 Minimum participants

1 days

Course Overview

Hazardous material handling (HAZMAT) is a course that has been designed to introduce and effectively educate participants on how to properly deal with all the materials or substances that pose a danger to life, property, or the environment if improperly stored, shipped or handled. Working environment includes a number of hazardous materials, and in order to minimize the risk of hazardous materials, personnel should know how to recognize the presence of hazardous material, and understand the requirements of transporting HAZMAT materials as per the international and local standards. A recognized international standard is the (Department of Transportation) DOT. The (National Fire Protection Association) NFPA is another recognized international standard. The course will also cover the proper procedures on how to properly store the hazard-ous materials and further extract the information from the Safety Data Sheet (SDS). The course will also highlight methods and procedures on how to control a spill in case of occurrence and proper steps in evacuation and emergency response.

Who Should Attend?

Hazardous material handling (HAZMAT) training is for those personnel who are regularly exposed to chemicals at work while handling, storing, and cleaning, or during an emergency situation.

Course Outline:

- Introduction
- Recognize hazardous materials
- Personnel assessments in analyzing incidents and accidents
- Facility and transportation marking.
- UN Hazard classes
- DOT Hazard classes & divisions.
- NFPA 704 system
- Container shapes and storing chemicals
- Material Safety Data Sheet (MSDS)
- Shipping papers & safety data sheet (SDS).
- Emergency response.
- Spill response
- Protective actions.
- Using spill kits

Duration:

• ITC-HSE-028 Hazard Material Handling (HAZMAT) Level 1	1 day
• ITC-HSE-029 Hazard Material Handling (HAZMAT) Level 2	1 day

Job Safety Analysis (JSA)

12 Minimum participants

1 days

Course Overview

Job Safety Analysis (JSA) is a procedure which helps integrate accepted safety and health principles and practices into a particular task or job operation. In a JSA, each basic step of the job is to identify potential hazards and to recommend the safest way to do the job. Other terms used to describe this procedure are Job Hazard Analysis (JHA) and Job Hazard Breakdown (JHB). This course will help identify the hazards in any given operation task and will set the proper procedures to accomplish the operation safely, efficiently and effectively without causing any damages to the environment on injury to personnel or loss of equipment. This course will cover the four key components of a JSA which includes selecting the job to be analyzed, breaking the job into a sequence of steps, identifying the potential hazards, and determining the preventive measures to overcome these hazards.

Who Should Attend?

Any supervisor, HSE representative, or any personnel working at a supervisory level in an industrial construction or Oil & Gas operation.

Course Outline:

- Introduction to JSA
- Understand the benefits of a JSAs
- Identify the basic steps involved in conducting a job safety analysis.
- Understand the purpose and function
- Identify requirements for a successful JSA process
- Identify roles and responsibilities of personnel attending the JSA
- Describe a broad range of work-related hazards, including working
- at heights, ergonomic, chemical and biological etc.
- Understand and apply hazard control options, including engi-neering, administrative and personal protective equipment.
- Highlight the opportunities to integrate JSA information into Standard Operating Procedures (SOP's),
- Accident Investigations, Workplace Inspections, etc.
- Criteria for selecting tasks

Risk Management

12 Minimum participants

1-5 days

Course Overview

Risk management involves understanding, analyzing and addressing the risk to make sure organizations or individuals achieve their objectives safely. The main objectives of this course are to ensure that all the risks affecting the profitability and other material risks are identified, assessed and analyzed, to ensure the overall efficiency, security and continuity of operations. The course offers a comprehensive look at the risk management process, including tips to apply and traps to avoid. In addition, the course provides students with practical, ready-to-use approaches for risk planning, identifying and analyzing project-related challenges, developing risk handling strategies, and monitoring progress in implementing risk handling techniques.

Who Should Attend?

The course is appropriate for mid-level system engineers, supervisors and project managers, as well as senior project managers, senior tech-nical specialists, Risk managers or Specialist, and HSE and Safety advisors.

Course Outline:

- Overview of risk management
- Create a risk management plan
- Communicate risks efficiently
- Needs for project risk management
- Understand the typical risk management process
- Sources of risk
- Common risk categories
- Definition of risk, risk management
- Project risk management process steps (planning, assessment (identification and analysis), handling, and monitoring)
- Learn how to setup a healthy risk management practice for various projects
- Process steps commonly missing in a project
- Organizational implementation
- Behavioral issues associated with implementation
- Documenting and communicating results

Duration:

• ITC-HSE-031 Basics of Risk Assessment & Management	1 day
• ITC-HSE-032 Advanced Risk Assessment Evaluation & Control	5 days

Camp Inspector Course

12 Minimum participants

1 days

Course Overview

This course is aimed at anyone working in catering or hospitality whether employed or self-employed, working in restaurants, hotels, fast food outlets, takeaways, cafes, bars, kitchens, catering in hospitals, schools, or colleges. The camp inspector is the day-to-day manager of the team providing welfare and service on-site. Furthermore, the camp inspector holds some administrative functions such as the ordering of goods, quality control, menu planning, personnel on-duty scheduling, and employee assessments. On a day-to-day basis, the camp inspector must ensure that the working environment rules, and the safety and sanitary procedures are adhered to. Additionally, the camp inspector manages all maintenance and repairs on camp facilities including plumbing, painting, carpentry, cleaning, and electrical duties etc.

Who Should Attend?

This course is designed for anyone who is working in a catering/hospitality field.

Course Outline:

- Brief History of Occupational Hygiene
- Occupational Hygiene Standards
- Industrial Hygiene and monitoring technique
- Indoor air quality
- Physical hazards
- Noise in the workplace
- Radiation
- Temperature extremes
- Biological Hazards
- Toxicology Properties
- Introduction to Food Safety
- Introduction to Control Measures
- Introduction to HACCP
- Personal Cleanliness and Health in the Food Service Industry
- Sanitary Food Handling
- Importance of Food Safety
- Food Service Accidents
- The Role of Management
- Extra Resource
- Food Safety Training Assessment

IOSH Working Safety & Manag-ing Safety

12 Minimum participants

1-3 days

Course Overview

IOSH Managing Safely is a basic risk management health and safety certificate for employees. It enables people who manage a team to meet their responsibilities for health and safety in the workplace. The course was designed to provide short health and safety courses to suit different levels. The course is also applicable for employees at all levels to meet their basic health and safety responsibilities in their job.

Who Should Attend?

Open for all. Anyone interested to learn more about Safety, specifically workers in the field, safety officers, safety advisors, supervisors, man-agers and operational people.

Course Outline:

- Introducing Managing Safely
- Why is it important to manage safely
- What are your responsibilities as a manager?
- Investigating Accidents and Incidents
- Human factors
- Assessing Risk
- Controlling Risk
- Understanding Managers Responsibilities
- Common hazards
- Measuring performance
- Protecting the Environment

Duration:

• ITC-HSE-034 IOSH Basics Training	1 Day
• ITC-HSE-035 IOSH Managing Safely	2 Days
• ITC-HSE-036 IOSH Managing Safely in Eng. Construction	3 Days
• ITC-HSE-037 IOSH Working Safely	2 Days
• ITC-HSE-038 IOSH Safety for Senior Executives	2 Days
• ITC-HSE-039 IOSH Managing Safely in Aviation	2 Days
• ITC-HSE-040 IOSH Managing Safely in Construction	3 Days

Environmental Management

12 Minimum participants

2-5 days

Course Overview

The Environmental Management course was designed to gain the basic understanding of environmental issues and the impacts of organizations on the environment. This course covers the global and local environmental issues and provides a practical approach to enable organizations to improve their environmental performance and reduce their impacts. The course highlights the international standards on environmental regulations, environmental management systems, and will identify key issues and trends that would potentially impact the environment.

Who Should Attend?

Open for all. Anyone interested to learn more about Safety and Environment, specifically workers in the field, safety officers, safety advisors, supervisors, managers and operational people. In addition, Environmental personnel and auditors can attend.

Course Outline:

- Introduction
- What does Environmental Management Stands for?
- Environmental Awareness.
- Global environmental trends and issues
- Complexity and wicked problems
- Environmental and sustainable development objectives
- Managing Environmental Responsibilities.
- Environmental Management Systems
- Overview of environmental management assessment, re-porting and compliance
- Spill Control and Counter Measures Procedures
- Pollution (soil, air, water) and environmental degradation
- Environmental ethics
- Systems based approaches
- International Standards and Regulations
- Careers in environmental management
- Energy Management
- Sustainable Procurement

Duration:

• ITC-HSE-041 Environmental Management Awareness	2 Day
• ITC-HSE-042 Environmental Management System (EMS)	5 Days

Site & Equipment Inspection

12 Minimum participants

1-5 days

Course Overview

We provide a number of courses related to site and equipment inspection. These courses focus on educating the participants on how to conduct a proper inspection of tools and equipment which can include mechanical, electrical and hydraulic equipment. In addition Site & Equipment Inspection, courses go over all the lifting equipment inspection items and highlight the proper methods to inspect equipment and report them. The course is designed to allow participants to be able to walk through a workplace or worksite and identify any factors that can cause injury or illness. This course will assist potential inspectors, managers, supervisors, committee members and health and safety representatives in performing effective inspections. The purpose of the inspection is to determine if hazards are present if workers have been or are likely to be exposed to hazards if anyone has been injured as a result of the exposure, and whether or not safe working procedures are being followed by workers.

Who Should Attend?

This course is primarily designed for Inspectors and site surveyors. In addition, Engineers, technicians, service contractors, and managers can all benefit from this course.

Course Outline:

- Introduction to Inspection
- Roles and Responsibilities of Inspectors
- Inspection on general equipment
- Inspection of mechanical equipment
- Inspection of hydraulic equipment
- Inspection of lifting equipment
- Poor inspection practices
- Practical inspection exercises
- Recording inspections
- Site survey inspections
- Certification
- Reporting defects.

Duration:

• ITC-HSE-043 Basics of Site & Equipment Inspection	2 Day
• ITC-HSE-044 Site & Equipment Inspection	5 Days

Incident Investigation & Root Cause Analysis

12 Minimum participants

2 days

Course Overview

incidents occur every day in workplaces all over the world. Discovering the causes of accidents and incidents can help prevent their recurrence. A systematic and thorough accident investigation is the best means to discover the causes of accidents. The objective of this course is to gain a basic understanding of the many benefits of incident/accident investigation, and most importantly accident prevention. During the course, participants will learn the basic causes of accidents and how to conduct an incident investigation. In addition, participants will be able to identify the goals of incident investigation, the difference between major and minor incidents and how to categorize them. The course will also cover the direct, indirect, and root causes of accidents along with the basic steps in the incident-accident investigation.

Who Should Attend?

This course is designed for supervisors, managers, senior technicians, safety advisors and auditors, and maintenance. In addition, any person-nel participating as part of an investigation team can attend the course.

Course Outline:

- Introduction to Incidents and Accidents
- Statistics – costs of incidents-accidents
- Investigation for prevention
- Why do incidents occur
- Describe and implement accident investigation procedures
- The scale of the problem
- Key elements associated with the investigation process.
- Involved parties in an incident investigation
- Defining Immediate and indirect causes of accidents
- Demonstrate an ability to reach practical conclusions and rec-ommendations
- Corrective action plan and recommendation reporting
- Reporting and Investigation requirements
- Legislative requirements associated with specific types of acci-dents and incidents.
- Collection of facts and evidence
- Reaching conclusions and taking action
- Recording evidence/electronic reporting
- Successful Investigations
- Interview Guidelines
- Group Exercises and case studies.

Safety Leadership Skills

12 Minimum participants

3 days

Course Overview

Leaders have a significant impact on an organization's safety culture. To develop an effective safety culture, people must trust that their leaders sincerely care about what happens to them in the workplace. Likewise, an organization desires leaders who inspire others and constantly balance the need for both production and safety. This course will provide a customized, targeted solution to help ensure leaders have the knowledge, understanding, and confidence to enable the business to achieve its safety vision. This course will also provide the required skills to enable leaders to guide people to engage in safe work practices all of the time. The program is designed to engage people's heads, hearts, and hands, so participants understand cognitively "what" specific behaviors need to change, "why" the change is necessary, and are able to apply that understanding to make a difference on their jobs.

Who Should Attend?

This course is designed for managers and front line supervisors, safety advisors, and HSE representatives who want to ensure they have the supervisory skills to fulfill their safety requirements.

Course Outline:

- Introduction to safety leadership course.
- You're responsible for everything your employees do or fail to do.
- Ensure employees know and understand they have an individual
- responsibility for safety.
- Hazard Training is important for any employee on any new job they perform.
- If rules don't exist, work toward a goal with management to seek an orderly workplace.
- If you have company policies, you must know them and ensure that your employees know them, then enforce them.
- Behavior or acts contributed to the accident or injury.
- How to correct unsafe behavior and unsafe Act.
- Written safety policies.
- Training.
- Safety inspections.
- Enforcing the rules.
- Conducting inspections.
- Documenting Inspection.
- Reporting & Controlling
- Investigating.
- Accident prevention.
- Gathering facts & Making reports.
- Conclusion & Leadership message.

Auditing & Safety

12 Minimum participants

2 days

Course Overview

Auditing and Safety Course has been designed to equip delegates with an in-depth knowledge of auditing health and safety management systems to third-party standards including OHSAS 18001, providing OH&S practitioners and systems auditors with the understanding and skills necessary to professionally audit an OH&S management system. The course focuses on developing auditor skills, techniques and competence allow-ing delegates to visualize and identify site issues, providing an element of 'real-life' auditing and observation in the class-room environment.

Who Should Attend?

Senior supervisors, HSE and Safety advisors, auditors, engineers and managers.

Course Outline:

- Introduction to Auditing and Safety
- Purpose and structure of the OH&S Standards (OHSAS 18001, ILO OHS 2000)
- Review of OH&S legislation and codes of practice
- Identification of OH&S hazards and risk evaluation
- Principles of auditing, auditor skills and responsibilities and the audit cycle:
- Planning - use of checklists.
- Interviewing and evaluation of information.
- Observation - objective evidence.
- Evaluating the significance of nonconformities.
- Corrective actions and effective follow-up programmers.
- Effective improvement.
- Accreditation and certification.
- Sources of information and further development.

Train The Trainer (Train The Instructor) To Deliver Oil & Gas Safety Courses

12 Minimum participants

10 days

Course Overview

This internationally accredited course is designed to prepare the participant to become a qualified trainer to deliver HSE courses. The course ensures that participants become fully familiar with the important safety topics. In addition, the course is made to improve the communication and presentation skills of the trainer. This course will highlight various methods and techniques from updating the trainer on the safety subjects to learning how to gather the correct information from the main reliable sources for enhancing the trainers technical and presentation skills. Additional course objectives are as follows:

- Learn the fundamentals of becoming a trainer and deliver training courses.
- Prepare effective and well-structured presentations.
- Be ready to conduct presentations about safety training, answer students concerns and questions.
- Become a qualified instructor in the field of Oil & Gas Safety.
- Master each safety course content related to Oil & Gas in depth (i.e. H2S, Confined Space Entry....etc.).
- Become well familiar with the important safety topics.
- Improve the communication and presentation skills of the Trainer.
- Learn new methods and techniques to transfer the course objectives, materials, and knowledge effectively.
- Deliver high-quality presentations in a simple, attractive, clear and effective manner.
- Be able to lead group discussions.
- Learn how to find the information from the proper reliable sources.

Who Should Attend?

HSE trainers, Senior supervisors, HSE and Safety advisors, auditors, engineers and managers in addition, to anyone who would like to evaluate their training skills and HSE competency.

Course Outline:

- Fundamentals for becoming a trainer
- Running a training course
- Delivering a training session successfully
- How to write and structure training
- Factors for effective training skills
- What makes a good trainer?
- Effective training practice and procedure
- Body language and voice projection skills
- Classroom training versus one-to-one training
- Individual Practice on Presentations -1
- First Aid / CPR AED
- H2S and SCBA
- Confined Space Entry and Work Permit
- Fall Protection and Working at Height
- Group Discussions - 1
- Defensive and Off-road Driving and Safety
- Forklift, Cranes and Heavy Machinery Operations
- Group Discussion -2
- Rig Inspection
- Rigging and Slinging
- HAZMAT and Hazard Recognition
- General HSE for Site Operation
- Group Discussion -3
- Individual Practice on Presentations-2
- Final Presentations

Confined Space Entry (CSE)

12 Minimum participants

1 days

Course Overview

Both the general industry and the construction industry conduct numerous work tasks that require entry into confined spaces. Confined spaces are subject to contain many hazards that must be eliminated or controlled prior to entry. Workers must know and follow established confined space entry (CSE) procedures and follow all safety procedures. Identifying the CSE hazards and then controlling them is the most essential part of this course. The course will educate participants on the definition of a confined space and the minimum site safety requirements and procedures to be implemented when opening, entering, exiting, and/or performing work within these spaces.

Who Should Attend?

The course is tailored for personnel preparing, planning, opening, entering, exiting, restoring, and/or performing work within Confined Spaces.

Course Outline:

- Introduction
- Define and identify various types of confined spaces.
- Define confined space entry (CSE)
- Limited openings for entry/exit.
- Increase the awareness of personnel.
- Recognize common hazards in entering confined space.
- Describe the importance of PPE, safety harness, standby/rescue procedures.
- State the requirements of the Confined Space Entry program
- Define the requirements to plan and prepare a Confined
- Space Entry (CSE)
- Identify work hazards and control measures
- CSE permits
- Define CSE roles and responsibilities
- Testing the atmosphere.
- Isolation (lockout/Tagout).
- Standby/rescue.
- Communication
- CSE Entry Log
- CSE Stop Work and Emergency Response
- CS restoration (Handover)

Rigging, Lifting & Slinging

Course Overview

Rigging, Lifting & Slinging operations on Oil and Gas, Construction and Engineering sites are carried out worldwide on a daily basis. Unfortunately, the results when things go wrong can be both dangerous and catastrophic to lives and equipment. This course will enhance the skills of personnel who perform Rigging, Lifting & Slinging activities using Lifting Equipment and Lifting Accessories to the recognized industry standards, including the current Rigging/ Moving Loads Regulations and legislation. This course will promote the best industry practice in Rigging, Slinging & Lifting methodology and Inspection of Equipment and work to the requirements of safe use of lifting equipment. Depending on the client requirements we offer a wide variety of Rigging, Lifting & Slinging courses to suit all levels of experience and knowledge such as Basic Rigging & Lifting, Banks-man-Slinger Training Course, Rigger 3, Rigger 2, and Rigger 1 advance level.

Who Should Attend?

For all personnel involved in rigging and slinging operations. In addition, Crane and forklift operators, supervisors, HSE advisors, and safety reps can benefit from this course.

Course Outline:

Communication

- Use of hand signals
- Use of Chain Slings
- The types and grades of chains
- The use of SWL Charts
- Slinging with chain slings and collar chains
- The do's and don'ts of slinging with chains Rope Slings
- Synthetic slings and wire rope construction and grades
- Types in general use and their applications
- Calculating tension to weight at various angles
- Working angles and SWL Charts
- Do's and don'ts of synthetic slings and wire ropes in slinging

Synthetic Slings

- The types of slings in use and their applications
- Identification of SWL
- The do's and don'ts of slinging with synthetic slings

General

- Safety Standards and Legislation pertaining to slinging
- Testing, storing and using chain, synthetic slings and wire rope
- Slings emphasizing safe working methods
- The basic principles of handling moving loads
- Using eye bolts and shackles etc. when lifting
- Appreciation of working with cranes and the correct use of hand signals
- Calculating weights and centers of gravity loads

Practical Slinging and Operating - The Principle of Slinging

- Estimating the weights of various objects - the seen and hidden factors
- affecting the weights
- Selection of correct equipment
- Correct use of sling angles
- Safe working load - correct sling angle
- Checking of slings
- Centre of gravity of the load Correct load distribution
- Accident prevention - precautions to be taken to prevent load slipping and safeguards against out of balance effects

Duration:

• ITC-HSE-050 Basic Rigging & Lifting	1 day
• ITC-HSE-051 RIGGER III Fundamentals of Rigging & Slinging (up to 20 Ton)	3 days
• ITC-HSE-052 RIGGER II: Intermediate (20 to 40 Ton)	5 days
• ITC-HSE-053 RIGGER I: Advanced with Lifting Plan (40 Ton to 150 Ton)	5 days
• ITC-HSE-054 Banksman - Slinger Course (Up to 5 Ton)	1 day

Dropped Objects Prevention Scheme (DROPS)

12 Minimum participants

1 days

Course Overview

One of the top 10 causes of fatality and serious injury in the construction, oil and gas industry has been due to dropped objects. This course is intended to raise awareness of potential dropped objects and explore methods for the control and prevention. After completing the course, participants will be able to learn various methods on how to eliminate injury to people and damage sustained to equipment due to falling objects. This course will define what a potential dropped object is. This course will also identify a potential dropped object and the common causes, and review methods for the control and prevention of potential dropped objects. In addition, this course will cover the roles and responsibilities with respect to potential dropped objects.

Who Should Attend?

All personnel working in construction, oil and gas industries, or any other workplace that has the potential of objects to be dropped or that has movable items and equipment within the worksite.

Course Outline:

Module 1: Understanding Dropped Objects

Terms and Definitions; Static Dropped Objects and Dynamic Dropped Objects; Primary Fixing, Secondary Retention and Safety Securing; Causes and Causal Factors; Incident and Alert Reviews; What are we Doing about the Problem.

Module 2: Controlling and Preventing Dropped Objects

Hazard Identification; Risk Assessment; Risk Ranking; DROPS Calculator; Leadership and Ownership; Preventive and Mitigating Controls; Survey, Inspection and Maintenance; Remedial Actions; Improvement Actions; Audit/ Monitoring; Management of Change; Tools at Height; Process Safety; Red Zones; Plans and Checklists; Subsea Dropped Objects; DROPS Best Practice; Reliable Securing; Responsibilities; Interactive Examples.

Module 3: DROPS through the Supply Chain (in brief)

Considering the Dropped Object Threats and Improvement Opportunities at each stage of the typical Chain

Module 4: Hazard Observation

Interactive and Practical application of Hazard Identification, Awareness and Understanding.

Fall Protection / Working At Height

12 Minimum participants

1 days

Course Overview

Falls are the leading cause of fatalities in the construction industries and also one of the most common causes in the Oil & Gas industries. Most fatalities occur when employees fall from open-sided floors and through floor openings. Falls from as little as 4 to 6 feet can cause serious lost-time accidents and even death. Fall protection systems can consist of devices that arrest a free fall or devices that restrain a worker in a position to prevent a fall from occurring. Open-sided floors and platforms 6 feet or more in height must be guarded using an engineering control. This course will provide clear examples of the proper and improper ways to deal with fall hazards based on the industrial and construction activities conducted at heights.

Who Should Attend?

This course is essential for those who design work or work settings and those who oversee safety when implementing the designs of jobs conducted at heights to prevent fall hazards.

Course Outline:

- Introduction
- General safety rules
- Identify and define types of common slips, trips, and falls
- Working at Heights
- Identify Fall Hazards
- Personal Protective Equipment
- Fall protection systems
- Fall arrest system
- Using Scaffolding, ladder, mobile elevated platforms
- Hazard Elimination
- Administrative rules and fall arrest maintenance
- Tools/equipment inspection
- Implement Engineering Controls
- Guardrail system
- Rescue plan

Industrial Hygiene

12 Minimum participants

1 days

Course Overview

Industrial hygiene has been defined as "that science and art devoted to the anticipation, recognition, evaluation, and control of those environmental factors or stresses arising in or from the workplace, which may cause sickness, impaired health, and well-being, or significant discomfort among workers or among the citizens of the community." Industrial hygienists use environmental monitoring and analytical methods to detect the extent of worker exposure and employ engineering, work practice controls, and other methods to control potential health hazards.

Who Should Attend?

The course is designed for everyone involved in safety, health, environmental, and management personnel who have industrial hygiene responsibilities, and for all personnel working in the catering field, offices etc.

Course Outline:

- Brief History of Occupational Hygiene
- Occupational Hygiene Standards
- Industrial Hygiene and monitoring technique
- Indoor air quality
- Physical hazards
- Noise in the workplace
- Radiation
- Temperature extremes
- Biological Hazards
- Toxicology Properties

Near Miss Incident & Accident Reporting

12 Minimum participants

1 days

Course Overview

Accident investigations are necessary to identify accident causation and ensure the effective implementation of corrective actions. Managers and supervisors should have the necessary skills to investigate and report all occurrences (near misses, accidents, illnesses) in the form of a written report.

Who Should Attend?

The course has been designed for managers and supervisors with responsibility for reporting and investigating accidents within their workplaces.

Course Outline:

- Describe and implement accident investigation procedures
- The reasons for accident investigation
- Identify potential sources of information for obtaining evidence
- Demonstrate an ability to reach practical conclusions and recommendations
- Introduction to Incidents and Accidents
- The scale of the problem
- Cost of accidents
- Accident causation and prevention
- Reporting and Investigation requirements
- Legislation
- Collection of facts and evidence
- Reaching conclusions and taking action
- Samples of proper accident/incident reporting
- Recording evidence/electronic reporting

Lock-Out Tag-Out (LOTO)

12 Minimum participants

1 days

Course Overview

Over time, all equipment must be maintained, repaired, serviced or upgraded. This work is normally done by the maintenance crew. The equipment must be in a safe condition so that the work can be performed. This means de-energizing the equipment, which means removing all sources of energy. The equipment must then be locked out (LO) so that it cannot be turned on or opened during the repairs or maintenance. Locked out equipment is identified with a tag that tells the other workers about the work being in progress. Locking and tagging equipment lets others know that it must not be energized. This course will highlight in depth the Lock-Out, Tag-Out (LOTO) program and educate participants on how to properly secure it.

Who Should Attend?

This course is designed for personnel performing maintenance and servicing in or around energy sources and equipment that need to be isolated.

Course Outline:

- Introduction
- Identify the energy sources, equipment, and conditions that require LOTO procedures
- Identify energy sources and equipment
- Identify common failures of LOTO
- List the key errors to avoid when using the LOTO procedure
- State the correct isolation methods to safety work on systems
- Equipment's that require isolation
- Roles and responsibilities of LOTO
- State the correct methods for returning equipment operation
- LOTO removal procedure
- Restore the work area

Electrical & Mechanical Safety

12 Minimum participants

1 days

Course Overview

This course is designed to educate participants on electrical and mechanical hazards that can be found in any work location. This course will highlight the basic rules of electrical safety, the appropriate clothing and PPE to wear when working around electrical or mechanical areas, the reason why circuits should be grounded and how to test a circuit for proper grounding and how ground-fault circuit interrupter works. It also explains how to use test equipment and instruments safely. The course will also develop an understanding of insulated tools and other protective equipment, and how to identify alerting techniques and learn the required safety procedures working with overhead lines.

Who Should Attend?

The course is suitable for all the personnel working with electrical and mechanical equipment including but not limited to the electrician, assistant electrician, mechanic and assistant mechanic, Supervisors, auditors, HSE advisors, and safety officers.rs.

Course Outline:

- Introduction.
- Equipment for Hazardous Locations
- Electrical Safety and Protection
- Electrical Hazards
- Electrical Safety Equipment
- Electrical Safety Procedures
- Grounding, Ground Faults, and Short Circuits
- Working, Safely with Electricity
- Electrical Equipment Safety
- A Safe Work Environment
- Electrical Safety in the Workplace – Understanding NFPA 70E
- Establishing an Electrically Safe Work Condition
- Work Involving Electrical Hazards
- Mechanical Systems
- Working Safely with Machinery
- Basic Mechanics
- The Safe Use of Hand Tools
- The Safe Use of Portable Power Tools
- Friction and Wear
- General Requirements for Work Practices
- Working with Other People

Duration:

• ITC-HSE-060 Electrical and Mechanical Safety	1 Day
• ITC-HSE-061 Electrical Safety Training	1 Day
• ITC-HSE-062 Mechanical Safety Training	1 Day

Permit-To-Work

12 Minimum participants

1 days

Course Overview

Work Permit System helps prevent incidents and accidents. It requires a thorough review of work tasks and job site conditions before hazardous work task can begin. A work permit is an essential tool of the Work Permit System that identifies and documents the hazards and precautions of a specific work activity or a Restricted Area so the work can be done safely. The work permit is an official record of the specific work process and the agreed conditions and minimum safety precautions to be followed during the work. This course essentially introduces the Work Permit System and the work permits users to control hazardous work activities or processes in Restricted Areas. Work can remain safe only if the person prepares the job properly, follows the safety precautions, and has qualified supervision. This course will highlight how it is important to agree to the minimum safety precautions (controls) and maintain them to ensure co-workers are focused on preventing incidents that can lead to equipment damage, injuries, or loss of life.

Who Should Attend?

For personnel conducting hazardous work activities or entering Restricted Areas to do so are required to work under the Permit to Work System. Also, it is for those responsible for issuing and receiving permits.

Course Outline:

- Introduction
- Summarize Key Elements of the Work Permit System
- Identify Low Risk Activities
- Summarize the Work Permit Procedures and Responsibilities of the Issuer and Receiver.
- Issuing Work Permits
- Identify the Forms and Specific Requirements for Each Permit Used in the Work Permit System
- Define Hot Work Permits
- Define Cold Work Permits
- Define Confined Space Entry Permits
- Define Equipment Opening/Line Break Permit
- Demonstrate the preparation requirements for issuing / re-ceiving a permit including hazard analysis and supervisory requirements on site.
- Explain and demonstrate the implementation of control sys-tems including monitoring of and compliance to work scope.
- Explain procedures for deviations in terms of change of scope, new hazards, changes in personnel and reasons for cancella-tion.
- Explain / demonstrate the action for completion of work and procedures for closure of permit.
- Complete a Work Permit Using an Established Work Scenario

Behavior-Based Safety Training (BBS)

12 Minimum participants

1 days

Course Overview

Behavioral Based Safety (BBS) is the methodology to safety that focuses on workers' behavior as the cause of most work-related injuries and illnesses. According to statistics, in around 80 to 90 percent of all incidents, the employee behavior played an essential part. BBS focuses on identifying and reinforcing a safety culture and providing the employees the opportunity to address the critical aspects of building and promoting an incident-free culture. This course will focus on identifying and reinforcing safe behaviors, and, therefore reducing unsafe/at-risk behaviors. Safety in the workplace is influenced by a number of factors such as the environment, attitude, commitment and the personal attributes of the individual. Safety performance can be improved by addressing these major influences.

Who Should Attend?

This course is for anyone in any job position.

Course Outline:

Introduction

- What is a Safety Culture
- At-Risk Behavior
- Take 5 conversations
- Communication/Feedback
- Identify Safety Factor
- Hazard ID
- Stopping the "Job"
- Risk tolerance
- Ripple eect of an incident
- Risk assessment

Understanding Human Error

- Errors and their relationship to loss events.
- Which is most important: Management system deficiencies or personal behavior?
- Types of human error.
- Modeling human behavior (an example of a simple model that works is used throughout the course)
- Elements associated with understanding and controlling human error.

Behavior Science and Improving Human Behavior: (70% of the class time will be allocated to this

- topic in the public course; the time can be allocated differently in a private course)
- What controls human behavior (T-H-O theory and analysis).
- Identifying an inventory of key undesirable behaviors.
- Implementation strategies for controlling undesired behaviors.
- Case Studies.
- Workshops: STAR (Specific Task Action Reporting).

Common Human Error Prevention Techniques

- Information Presentation Rules (procedures, trainers, communication, signs, etc.).
- Process/Operation/Workplace Design Rules
- Information Presentation Rules (procedures, trainers, communication, signs, etc.).
- Process/Operation/Workplace Design Rules.
- Other General Rules.
- Selected Exercises.
- Overview of Techniques for Predicting and Analyzing Human Error.

Communication Safety

12 Minimum participants

1 days

Course Overview

This course develops your ability to focus on your outcome, tune in to your audience and develop your message for clarity and impact without fully worrying about the language barrier.

Your ability to create an environment for open discussion and ongoing dialogue is crucial for communication success and more crucial when safety topics are being the subjects communicated. This course will cover aspects of communication methods and how the correct message gets transferred to the audience whether in class, safety meeting, office meeting or during a normal one on one communication.

The communications skills covered in this course will increase the participant's ability to exercise choice and control for every type of conversation, influence without authority and improve the quality of relationships and productivity.

Who Should Attend?

Individual contributors, Managers, Team leaders, HSE advisors, safety officers, and supervisors whose success depends on their ability to communicate clearly, to be understood and to create a safe and positive working relationships.

Course Outline:

- Introduction
- Foundation Tools
- The Communication Process
- Communication Skills
- Influencing Safety
- Challenging Situations Understanding and Managing Conflict
- Workout how to communicate
- Know the work force
- Make a Plan
- Communicate for Understanding
- Signs and warnings
- Safety Message Transfer
- Language support and training
- Summary and Action Plans

IADC Hazardous Area Electrical Training

12 Minimum participants

1 days

Course Overview

This course enhances knowledge of industry standards (outlined by government and industry bodies) and provides the most up-to-date, effective practice for the manufacture, installation and maintenance of electrical/instrument equipment and the protection concepts utilized within hazardous or potentially hazardous areas. Final assessment of the competence of the delegates (if successful) results in the award of an IADC-validated competency certificate.

Certification: IADC DIT Certificate upon successful completion.

Who Should Attend?

Personnel with an Electrical or Instrumentation background and who have a working knowledge of electrical installations, maintenance and inspection.

Course Outline:

- Overview of Area Classifications
- Gas groups and temperature classes
- Equipment protections concepts
- Selection of apparatus, cabling and terminations requirements
- Inspection of equipment and systems to IEC 60079-17, API and NEC Standards
- Statutory and non-statutory requirements
- Testing of installation
- Management and remedial work
- Brief overview of the ATEX Directives

IADC High Voltage Safety & Switching

12 Minimum participants

1 days

Course Overview

This course is designed to instruct electrical personnel in the safe working techniques for offshore and onshore industrial high voltage applications. The course covers the IEC & NEC standards for HV switching, electrical isolations, and ash protection boundaries per the NFPA 70E 2012. Our new power generation and distribution simulator instruct technicians in the start-up and troubleshooting of offshore power systems including fundamental system principles and dynamics, bus loading management, distribution to lower voltage electrical networks, HV electrical ca-bling & stress relief concepts, and other associated electrical applications. The course also offers practical learning, including fully functional HV, and LV units. Certification: IADC DIT Certificate upon successful completion.

Who Should Attend?

Delegates attending this course should have basic knowledge of electrical practice and/or theory. Technical training in a relevant electrical/electronic discipline (AAS) or equivalent 2 years of practical electrical experience.

Course Outline:

- NFPA-70E Electrical Safety Standards
- Arc Flash Protection Boundaries & appropriate PPE
- Recommended practices for isolations, switching and grounding
- HV terminology, system component identification, and functions
- Core electrical principles and concepts
- Alternators and voltage regulation
- Power system distribution and dynamics (P.F, KVAR, KW, KWA)
- Synchronization, load sharing (droop), and Isochronous Generator Operations
- Distribution component-switchgear and transformers
- Testing for Dead (practical assessment)
- High Voltage cabling and electrical stress relief
- Hi-Pot and IRT testing

Occupational Safety & Health Management (OSHA) Training

12 Minimum participants

1-4 days

Course Overview

The OSHA Training course is a comprehensive safety program designed for anyone involved in general industry and construction. It is specially designed for safety directors, foremen, HSE representatives, safety officers, safety advisors, and field supervisors. The program provides complete information on the Occupational Safety and Health Management with information on International Safety regulations and compliance. The OSHA training is considered one of the most recognized safety training worldwide as it outlines general safety topics and regulations.

Who Should Attend?

Open for all. Anyone interested to learn more about Safety specifically workers in the field, safety officers, safety advisors, supervisors, managers and operational people.

Course Outline:

- Module 1: Introduction to OSHA and the OSH Act
- Module 2: Walking & Working Surfaces
- Module 3: Emergency Action Plan
- Module 4: Hazardous Materials
- Module 5: JSA and JHA
- Module 6: Personal Protective Equipment
- Module 7: Conned Spaces & Permit Required Conned Spaces
- Module 8: Lockout/Tagout
- Module 9: Materials Handling & Storage
- Module 10: Machine Guarding Safety
- Module 11: Welding, Cutting, and Brazing
- Module 12: Electrical Safety
- Module 13: Hazard Communication
- Module 14: Hazardous Substances & Industrial Hygiene
- Module 15: Bloodborne Pathogens
- Module 16: Record Keeping & Reporting
- Module 17: Workplace Violence
- Module 18: Safety and Health Programs
- Module 19: Ergonomics
- Module 20: Hazards of Asbestos in the Workplace
- Module 21: Lead Safety in the Workplace
- Module 22: Ionizing and Non-Ionizing Radiation Safety
- Module 23: Formaldehyde Awareness
- Module 24: Process Safety Management of Highly Hazard Materials

Duration:

• ITC-HSE-068 OSHA Basics Training	1 Day
• ITC-HSE-069 OSHA 30 Hrs. for General Industry	4 Days
• ITC-HSE-070 OSHA 10 Hrs. for General Industry	2 Days
• ITC-HSE-071 OSHA 30 Hrs. for Construction	4 Days
• ITC-HSE-072 OSHA 10 Hrs. for Construction	2 Days

NEBOSH (IGC)

12 Minimum participants

80 Hours
12 days

Course Overview

The NEBOSH International General Certificate in Occupational Health and Safety (IGC) covers the principles relating to Health and Safety, identi-fication and control of workplace hazards and the practical application of this knowledge.

Who Should Attend?

This course is designed for Managers, Supervisors and employees throughout the world. The NEBOSH International General Certificate in Oc-cupational Health and Safety provides the skills and know-how to fulfill, their Health and Safety responsibilities in any country and in any kind of organization.

Course Outline:

The International General Certificate in Occupational Health and Safety is divided into three units, each of which is assessed separately:

Management of international health and safety (IGC1)

- Understanding of the foundations of OHS
- Application of Health and Safety Management Systems
- Knowledge of emergency response procedures
- Understanding the impact of safety culture on OHS
- Understanding of permit to work systems
- Management and control of workplace hazards
- Explain the importance of monitoring and review of OHS systems

Control of international workplace hazards (IGC2)

- Management and control of hazards in varying industry sectors
- Identify risk associated with vehicle movement in the work-place
- Identification and control of musculoskeletal hazards
- Apply appropriate knowledge to the risk of using workplace equipment and tools
- Understand the hazards associated with electricity
- Demonstrate an understanding of hazards and control measures associated with re
- Knowledge of controlling chemical and biological hazards

International health and safety practical application (IGC3)

- Application of knowledge gained through IGC 1 and GC 2 through workplace inspection and completion of written reports

NEBOSH (HSW)

12 Minimum participants

5 days

Course Overview

This course focuses on international Health & Safety standards which enable candidates to execute workplace health and safety responsibilities in any industry across the world. This NEBOSH Award equips workforces with the knowledge and skills needed to identify and deal with hazards at work, helping to reduce accidents and delivering cost savings to the business.

Who Should Attend?

This course is designed for Team Leaders, Supervisors HR professionals, Facilities Managers and those working with young people in a training environment.

Course Outline:

The NEBOSH (HSW) award is made up of two units:

- Unit HSW1 (Workplace Safety Foundations)
- The Foundations of Health and Safety
- The Responsibility for Health and Safety
- Health and Safety Risk Assessment and Control
- Hazards and Controls Associated with Work Equipment
- Working with Electricity
- Manual Handling and Repetitive Movement
- Hazardous Substances
- The Working Environment
- Transport Safety Fire Safety Unit HSW2 (Workplace Risk Assessment)
- Practical Assessment: Assessed by a 1 hour risk assessment activity, undertaken in your workplace.

Water-Sea Survival Training (for Swimmers & Non-Swimmer)

12 Minimum participants

1-5 days

Course Overview

The course is designed to teach the basics of sea survival in a safe environment to ensure that participants will gain the skills to deal with a prob-lem should it arise. The course is focused to train personnel who work on, over, or near water in case of emergency situations. In addition, they learn how to properly utilize whatever available Personal Flotation Devices on site. Furthermore, they will learn how to apply basic rescue proce-dures to a person in distress in the water. By the end of the course, participants should be able to:

- Understand the Principles of SURVIVAL
- Demonstrate the 5-Step Drown Proofing Technique
- Demonstrate the use of different Personal Flotation Devices
- Demonstrate the techniques on how to throw a life ring to rescue a drowning person
- Enter the water (unaided) feet rst while wearing a lifejacket
- Swim 150 meters using any swimming stroke / style while wearing a lifejacket
- Demonstrate the techniques in floating

Who Should Attend?

Swimmers & Non Swimmers can also attend the 1 Day Water-Sea Survival training course. When this takes place, the course instructor will ensure that non swimmers have a safety swimmer with them at all times when they are in the water. For this case, the sea survival course will be tailored with additional requirements so that the participants can get the most from the pool session without affecting their safety in the water at any stage.without affecting their safety in the water at any stage.

Course Outline:

- Purpose
- Criteria
- Requirements for Training
- Principles of SURVIVAL
- Personal Flotation Devices
- Water Entry
- In - Water Survival Techniques
- Swimming Strokes / Styles
- Floating Techniques
- Summary
- Practical Session

Note:
The additional Days for the Non Swimmer will concentrate on learning how to swim and float in the water

Duration:

- ITC-HSE-075 1 Day for (Swimmers)
- ITC-HSE-076 5 Days for (Non Swimmers)

Integrated Safety Program

12 Minimum participants

1 days

Course Overview

In this course, integrated safety, health and environmental management describes the probability and consequences of harm or disaster.

Risk management involves integrated management systems which help to ensure that safety, quality, and environmental and business risks are all managed correctly. The course also looks at emergency preparedness, the management of emergencies and disasters.

Who Should Attend?

This course is for anyone involved in operations, maintenance, lab, utilities, and other support areas to a process, with direct hands-on respon-sibilities.

Course Outline:

- Introduction.
- Define Risk in the most appropriate way and the need to pri-orities risk.
- The cost of illness associated with the work place activities.
- The development of models used to explain the cause of inci-dents and to promote prevention.
- Recognizing the multiple causes contributing to many inci-dents, ability to represent them diagrammatically.
- Illustrate the components of an integrated management sys-tem.

Applied HSE Management

12 Minimum participants

5 days

Course Overview

In just five days, learn how to develop and use an HSE management system to drive improvement and learning into your organization! This course is about understanding and applying common HSE management systems in oil, gas and petrochemical industries. It includes a rich blend of knowledge development sessions, individual and team exercises, problem-solving, and sector case studies.

Who Should Attend?

Functional specialists seeking to improve their knowledge and application of HSE management systems, including operations supervisors, engineers, contract managers, project managers, and all staff who have the responsibility for designing, implementing, or supporting HSE management. Some prior knowledge of HSE management related topics is desirable but not essential.

Course Outline:

- Successfully apply the principle elements of an HSE management system aligned to the international standards ISO 14001 (environment) and OHSAS 18001 / ISO 45001 (occupational health and safety), and how to relate these to company management systems
- Explain responsibilities for HSE management and the characteristics of successful leadership and management styles
- Use key tools associated with HSE management including HAZID, risk assessment, JHA, JSA,
- PTW, LOTO, and active (leading) and reactive (lagging) monitoring
- Shape and initiate improvement in the safety culture of their own organizations
- Leadership and commitment
- HSE policy and strategic objectives
- Legislation and regulation
- Organization, responsibilities, and resources
- Professional training and behaviors
- Risk assessment and hierarchy of control
- Planning and procedures
- Contractor controls
- Security
- Emergency preparedness and response
- Performance management
- Incident reporting and investigation
- Auditing
- Management review and improvement

Basics of Environment

12 Minimum participants

10 days

Course Overview

Provide proof of your environmental credentials anywhere in the world with the NEBOSH Certificate in Environmental Management. Our pro-gram starts in advance of the taught course, as participants undertake a review of their own site's environmental performance using documentation supplied to them. This review sets the context for this five-day class, which comprises a blended learning approach with tutorials, work-shops, problem-solving and practical activities. At the end of the course, there is a formal examination and project, successful completion of which results in the award of the NEBOSH Certificate in Environmental Management. Your course fee includes the cost of the exam. NEBOSH research shows that approximately two /thirds of health and safety management positions also feature responsibility for environmental management.

Who Should Attend?

Managers, supervisors, and employees throughout the world who have responsibility for managing environment issues as part of their day to day duties. This course is particularly suitable for entry level HSE professionals, as the NEBOSH Certificate in Environmental Management is the first step in a career in environmental management. The qualification focuses on environmental management systems and impact assessments.

Course Outline:

- Environmental management, and what this means for your organization
- Ethical, legal, and nancial reasons for maintaining and pro-moting environmental management
- The importance of sustainability
- Principles and sources of environmental information
- The purpose and importance of setting environmental policy
- Key features and content of an effective environmental man-agement system (EMS) such as ISO 14001
- Active (leading) and reactive (lagging) monitoring, including inspections and investigations of
- environmental incidents
- Environmental impact assessments (EIA)
- Emissions to atmosphere and abatement measures
- Water pollution and methods to avoid contamination of water resources
- The importance of and techniques for minimizing waste
- Risks associated with contaminated land
- Energy efficiency
- Potential sources and consequence of environmental noise and nuisance
- Emergency preparedness and response
- Environmental auditing, and reporting the results to manage-ment
- NEBOSH examination and project (optional)

Certified Safety Auditing, Hazard Identification & Site Inspection: Safety Inspector Qualification

12 Minimum participants

7 days

Course Overview

This hands-on, highly-interactive course includes practical sessions for safety auditing and site inspection. Theory learned in the class will be applied using PSM and HSE system auditing for hazard identification and site inspection in accordance with the applicable international standards. PSM and HSE System auditing is an independent appraisal function undertaken by an organization to examine and evaluate its activities. The objective of PSM and HSE auditing is to provide information to those in management in support of decision making and to assist members of the organization in the effective discharge of their responsibilities. To this end, PSM & HSE auditing may furnish the organization with analyses, appraisals, recommendations, counsel, or information concerning the activities reviewed, the adequacy and effectiveness of the organization's system of PSM/HSE control, and the quality of performance. The information furnished to different members of the organization may vary in format and detail, depending upon the requirements and requests of those commissioning the audit(s). Throughout the world, PSM/HSE auditing is performed in diverse environments and within organizations which vary in purpose, size, and structure. In addition, the laws and customs within various countries differ from one another.

Who Should Attend?

This course provides systematic techniques on safety auditing, hazard identification and site inspection for environmental, health, safety and quality management system specialists who need to gain the knowledge and skills necessary to plan, conduct, report, and lead audits of PSM, environmental, health and safety management systems. Further, the course is intended for site inspectors and safety officers.

Course Outline:

- Get certified as a "Certified PSM/HSE Auditor
- Perform PSM and HSE auditing, hazard identification and site inspection in a professional manner
- Identify hazards and assess risks in accordance with the international rules and standards
- Carryout proper safety control methodology including job hazard analysis, change analysis, process hazard analysis, phase hazard analysis and describe the hierarchy of hazard controls
- Identify the auditor's ethics and standards of conduct and recognize their importance in safety auditing, hazard identification, and site inspection
- Design a professional audit program taking into consideration the protocols, checklists and guidelines needed for planning and implementation
- Conduct audit engagement by performing the pre-audit activities, on-site-activities, and post-audit activities
- Implement the audit control systems including the process of preparing, coordinating, directing and obtaining
- feedback as well as the audit of regulatory aspects and requirements and recognize the audit of process operations, environmental impacts, and the related control technology
- Adapt the auditor personal qualities and communication including the attitude, adaptability, determination, and leadership
- Plan and conduct a site inspection and manage an effective inspection program

HSE Legal Compliance in O&G Safety Issues & Legal Implication

12 Minimum participants

5 days

Course Overview

This course will cover the eminent legal issues of the Oil and Gas industry with regards to HSE regulations and standards. This program will cover the relevant regulations specific to the industry and legal issues that are faced by O&G operators in maintaining compliance with safety standards. This will also present controversial occurrences, accidents, and incidents pertaining to the failure of meeting HSE standards, and the legal implications that companies had to face in the aftermath.

The focus of this course will be on how the legal segment of the company can better support, protect, and ensure that operations are in compliance at all times to safety standards and regulations and avoid future potential litigations. Various case studies and examples will be discussed such as the major cases of Texas City Refinery Explosion, Macondo Drilling Blowout, Deep Horizon Oil Spill and many more.

Who Should Attend?

This course is designed for legal professionals, in-house counsels, project managers, or HSE personnel who are involved in or provide legal advice on HSE aspects of the various operations and activities in the O&G sector, and HSE Regulations & Safety Standards in Upstream O&G Operations.

Course Outline:

- Recent Changes to O&G Law
- Best Practices in HSE Compliance (Operational and Legal Compliance)
- Key Safety Regulations in Drilling Operations
- HSE Implications on Hydrocarbon Releases
- Environmental Effects of Oil Spills - Safety & Legal Parameters
- Oil Spill Responses
- Legal Implication on Spills and Discharges in Offshore Rigs, Platforms, Vessels, and Pipelines
- Contractor Safety Management (Legal Protection for Out-sourced Operations)
- Compliance on Fracking Disclosure and Monitoring Rules
- Gas Processing Plants with Air Quality Emission Rules
- HSE Litigation Examples & Aftermath
- Handling Damages and Claims
- Strategic Defense in Environmental Cases
- Regulatory and Enforcement Cases

HSE for Site Operations

12 Minimum participants

6-8 days

Course Overview

This course is designed to teach and educate participants about what HSE is what it stands for, and how to identify what can be a Health, Safety or Environmental risk at any workplace, whether in an office or on an operation site (plant, facility, workshop, factory, or a rig site). The course will educate participants on how to be able to evaluate and properly resolve any hazardous issues and learn how to properly prevent or at least reduce the hazard or risk. HSE for Site Operations will describe the principles of occupational safety and health management steps of hazard recognition and control, and preparation of standard forms on job safety analysis and assessment. It will discuss how to conduct a general site inspection and identify loose items, what would a proper PPE for each operation be, and finally how to conduct proper risk assessments and emergency response plans. The participants in this course will learn special techniques to immediately identify a potential risk. Also, they will learn key points about how to protect the environment in the work place.

Who Should Attend?

Open for all and anyone interested in learning more about Safety, specifically workers in the field, safety officers, safety advisors, supervisors, managers and operational people.

Course Outline:

- Course introduction
- Principles of Occupational Health & Safety Management
- Hazard identification
- First AID-CPR/AED
- Personal Protective Equipment
- Job Safety Analysis
- Electrical safety
- Mechanical safety
- HAZMAT/HAZCOM
- Emergency Response
- Fall Protection
- Con-ned Space Entry
- Lockout/Tagout (LOTO)
- Permit to work (PTW)
- Manual Handling
- Risk Management
- Industrial Hygiene
- Site visit inspection

Duration:

- ITC-HSE-075 1 Day for (Swimmers)
- ITC-HSE-076 5 Days for (Non Swimmers)

Vertical Rescue

12 Minimum participants

1 days

Course Overview

Straining course is taught by experienced emergency services instructors who will perform rescue scenarios that are relevant to your work site. This training course is very hands on with 75% of the time being 'on ropes' and performing rescue scenarios.

Various types of equipment can be covered depending on the complexity of the types of rescue methods applicable at the site. Training and course subjects will be completely tailored to the requirements of the work site. Following the training course, all competent trainees will be capable of responding to various on-site rope rescue emergencies. The skills taught will be tailored to your workplace requirements and contexts such as:

- Mine Sites
- Refineries
- Power Stations
- Cliffs and Canyons
- Confined Spaces
- Ships and Vessels etc.

Who Should Attend?

Vertical rescue course is designed for anyone who may be required to perform rope-based rescues to extract injured personnel from difficult to access terrain.

Course Outline:

- Falls from height regulations
- Theory: harness, ropes etc.
- Hardware theory
- Knots and hitches
- Anchor points and systems
- Suspension trauma
- Abseiling skills
- Rope ascension skills
- Rescue team ethos and ideals
- Lowering and raising systems
- Stretcher escorting and patient handling
- 'Pick off' rescues
- Safety Officer and Team Leader roles and responsibilities
- Belay systems and climbing skills (Optional)
- Decline traverses (Optional)
- Tyrolean traverses (Optional)

Personal Protective Equipment (PPE)

12 Minimum participants

1 days

Course Overview

Personal protective equipment (PPE) is used to reduce or minimize the exposure or contact to physical, chemical or biological hazards. A hazard cannot be eliminated by PPE, but the risk of injury can be eliminated or greatly reduced. Throughout this session, participants will be provided with the information on how to assess, select and determine the correct PPE for the work they are performing.

Who Should Attend?

Mandatory to all workers by law in many countries and by many corporations to wear and use proper protective clothing, equipment, and de-vices.

Course Outline:

Personal Protective Equipment (PPE) Program:

- Introduction to PPE
- The necessity of PPE
- Contents of PPE program
- Determining PPE needs in your workplace
- PPE selection
- Maintenance and replacement
- Training employees
- Employer and employees responsibilities
- The proper care, maintenance, useful life, inspection, storage, and disposal of the PPE

Personal Protective Equipment (PPE) Selection:

- Eye & Face Protection
- Head Protection
- Foot and Leg protection
- Hand and Arm protection
- Body Protection
- Hearing Protection
- Respiratory protection
- Other Kinds of PPE

Workplace Safety

12 Minimum participants

1 days

Course Overview

This course introduces the participant to the study of workplace occupational health and safety.

The participant will learn safe work practices in offices, industry and construction as well as how to identify and prevent or correct problems associated with occupational safety and health in these locations as well as in the home.

Who Should Attend?

The course is designed to assist the participant with the implementation of safe healthy practices at warehouses, sites, plants, facilities, rigs (onshore/ offshore), construction site, offices, and home.

Course Outline:

- Introduction to Workplace Safety
- Health and Safety legislation
- Effects of accidents/incidents on company
- Preventing accidents at work
- WHMIS (Workplace Hazardous Material Information System)
- Working at height
- Slips, trips & fall
- Stress and Safety
- Electrical hazards
- Mechanical Hazards and Safeguarding
- Temperature Hazards
- Fire Hazards
- Noise and Vibration Hazards
- Emergency Response Plan
- Industrial Hygiene
- Roles & responsibilities

Introduction to Safety Management (Basics for Safety Supervi-sors/Specialists)

12 Minimum participants

2 days

Course Overview

In this course, integrated safety, health, and environmental management describes the probability and consequences of harm or disaster.

Risk management involves integrated management systems which help to ensure that safety, quality, environmental, and business risks are all managed correctly.

The course also looks at emergency preparedness, the management of emergencies and disasters.

Who Should Attend?

This course is for anyone involved in supervising and managing, operations, maintenance, lab, utilities, and other support areas to a process, with direct hands-on responsibilities.

Course Outline:

- Define Risk in the most appropriate way and the need to prioritize risk.
- The cost of illness associated with the workplace activities.
- The development of models used to explain the cause of inci-dents and to promote prevention.
- Recognizing the multiple causes contributing to many incidents, the ability to represent them diagrammatically.
- Illustrate the components of an integrated management system.

Environment Protection Training

12 Minimum participants

1-5 days

Course Overview

The Environmental protection course was designed to gain the basic understanding of environmental issues and the impacts of organizations on the environment.

This course covers the global and local environmental issues and provides a practical approach to enable organizations to improve their environmental performance and reduce their impacts.

The course highlights the international standards on environmental regulations, environmental management systems, and will identify key issues and trends that would potentially impact the environment.

Who Should Attend?

Open to all. Anyone interested to learn more about Safety and Environment specifically workers in the field, safety officers, safety advisors, supervisors, managers, and operational people. In addition, Environmental personnel and auditors.

Course Outline:

- Introduction
- What does Environmental protection Stands for?
- Environmental Awareness.
- Global environmental trends and issues
- Complexity and wicked problems
- Environmental and sustainable development objectives
- Managing Environmental Responsibilities.
- Environmental Management Systems
- Overview of environmental management assessment, reporting and compliance
- Spill Control and Counter Measures Procedures
- Pollution (soil, air, water) and environmental degradation
- Environmental ethics
- Sustainable Procurement
- Systems based approaches
- International Standards and Regulations
- Careers in environmental management
- Energy Management

Duration:

• ITC-HSE-088 Environment Protection Training	1 day
• ITC-HSE-089 Environment Protection Training Level-2	3 days
• ITC-HSE-090 Environment Protection Training Level-3	5 days

Behavior-Based Safety Training

12 Minimum participants

1 days

Course Overview

Behavioral Based Safety (BBS) is the methodology to safety that focuses on workers' behavior as the cause of most work-related injuries and illnesses. According to statistics, around 80 to 90 percent of all incidents, the employee behavior played an essential part. BBS focuses on identifying and reinforcing a safety culture and should provide the employees the opportunity to address the critical aspects of building and promoting an incident-free culture. This course will focus on identifying and reinforcing safe behaviors, therefore reducing unsafe/at-risk behaviors. Safety in the workplace is influenced by a number of factors such as the environment, attitude, commitment and the personal attributes of the individual. Safety performance can be improved by addressing these major influences.

Who Should Attend?

This course is for anyone in any job position.

Course Outline:

Introduction

- What is a Safety Culture
- At-Risk Behavior
- Take 5 conversations
- Communication/Feedback
- Identify Safety Factor
- Hazard ID
- Stopping the "Job"
- Risk tolerance
- Ripple effect of an incident
- Risk assessment

Understanding Human Error

- Errors and their relationship to loss events.
- Which is most important: Management system deficiencies or personal behavior?
- Types of human error.
- Modeling human behavior (an example of a simple model that works is used throughout the course)
- Elements associated with understanding and controlling hu-man error.

Behavior Science and Improving Human Behavior: (70% of the class-time will be allocated to this

- topic in the public course; the time can be allocated di-fferently in a private course)
- What controls human behavior (T-H-O theory and analysis).
- Identifying an inventory of key undesirable behaviors.
- Implementation strategies for controlling undesired behav-iors.
- Case Studies.
- Workshops: STAR (Specific Task Action Reporting).

Common Human Error Prevention Techniques

- Information Presentation Rules (procedures, trainers, commu-nication, signs, etc.).
- Process/Operation/Workplace Design Rules
- Information Presentation Rules (procedures, trainers, commu-nication, signs, etc.).
- Process/Operation/Workplace Design Rules.
- Other General Rules.
- Selected Exercises.
- Overview of Techniques for Predicting and Analyzing Human Error.

CompEx Ex01-04

12 Minimum participants

3 days

Course Overview

To provide candidates with knowledge and understanding of the terminology and protection concepts for electrical/instrument equipment utilized in explosive atmospheres.

The course covers the IEC Standard 60079 Parts 14 & 17 & ATEX 95 & 137 European Directives, including the preparation, installation, inspection & maintenance of electrical/instrument equipment used in explosive atmospheres.

The course utilizes both Practical and Theoretical assessments, covering all protection concepts listed in order to validate a candidates core competency to work safely in explosive atmospheres in a series of specific modules listed below:

- EX01 The preparation & installation of Ex 'd', 'n', 'e' and 'p' electrical equipment in explosive atmospheres
- EX02 The inspection and maintenance of Ex 'd', 'n', 'e' and 'p' electrical equipment in explosive atmospheres
- EX03 The preparation & installation of Ex 'i' equipment and systems in explosive atmospheres
- EX04 The inspection and maintenance of Ex 'i' equipment and systems in explosive atmospheres Certification
- Successful course delegates will receive a JTLimited CompEx Certificate of Core Competence valid for 5 years.

Who Should Attend?

An E/I background and a working knowledge of electrical installation and inspection.

Course Outline:

- Overview of Area Classifications Zone 0, 1 and 2
- Gas groups and temperature classes
- Protection concepts, Exd, Exe, ExN, Exn, Exia & Exib, Exp Exo, Exq and EXm
- Selection of apparatus, cabling, gland and termination re-quirement
- Inspection of equipment and systems to IEC 60079-17 Stand-ards
- Brief overview of the NEC 500/505* (important for North American areas although this is not a requirement
- for CompEx criteria) and ATEX Directives

Food Safety - Hazard Analysis & Critical Control Points (HACCP)

12 Minimum participants

1 days

Course Overview

Hazard Analysis and Critical Control Points - HACCP is a systematic preventative system that uses common sense application of scientific principles. The most important aspect of HACCP is that it is a preventative system rather than an inspection system of controlling food safety hazards. Prevention of hazards cannot be accomplished by end product inspection, so controlling the production process with HACCP offers the best approach.

The application of HACCP is systematic because structured hazard analysis and implementation are provided. The process is common sense in that each processor understands their operation and is best able to assess controlling the process. HACCP is also science-based and so the controls that are placed in the process should be based on scientific information.process should be based on scientific information.

Who Should Attend?

This course is aimed at anyone working in catering or hospitality whether employed or self-employed, working in restaurants, hotels, fast food outlets, takeaways, cafes, bars, kitchens, catering in hospitals, schools and colleges

Course Outline:

- Introduction to Food Safety
- Introduction to Control Measures
- Introduction to HACCP
- Personal Cleanliness and Health in the Food Service Industry
- Sanitary Food Handling
- Importance of Food Safety
- Food Service Accidents
- The Role of Management
- Extra Resource
- Food Safety Training Assessment

Spill Prevention Control and Countermeasures

12 Minimum participants

1 days

Course Overview

The Spill Prevention Control and Countermeasure (SPCC) training course that covers Oil & Gas Industry, federal and state regulations in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations and the contents of the facility SPCC Plan.

This course provides an in-depth review of the federal requirements for Spill Prevention, Control and Countermeasure plans and a complete analysis of the development of SPCC rules and regulations. Development of SPCC plans requires detailed knowledge of the facility and the potential effects of an oil spill.

Who Should Attend?

Everyone who works in Oil & Gas Industry engineers, workers, and personnel in the operation and maintenance of equipment to prevent dis-charges, discharge procedure protocols, and general facility & plant operations.

Course Outline:

- Introduction to Spill Prevention Control and Countermeasure
- Spill Control & First Response
- Why do we need SPCC?
- How to prevent a spill?
- How to contain & control a spill?
- How to respond to react to a spill?
- Roles & responsibilities
- Facility tour to identify oil/chemical spill safety measures

Security Officer Training

12 Minimum participants

2 days

Course Overview

In Security Officer training program, we teach participants the basic principles for conducting security operations in general, and in Oil & Gas Industry in particular. We aim to focus on developing necessary skills to enhance security work performance.

Who Should Attend?

Participants with desire of expanding their knowledge in the security field. Graduates who wish to work in security field. Security staff and supervisors who are looking forward to improving their security skills and capabilities.

Course Outline:

- Basic principles of security in business organizations and corporations.
- Potential hazards in the workplace
- Estimation of hazards occurrence probabilities in the workplace
- Periodicals and their importance in the organization
- Scientific theories for planning the periodic tables
- Types of TV monitoring systems, security lighting systems, and alarms
- Techniques of personal verifications
- Types of communication methods between security guards
- Forms of security officers' reports
- The proper selection of guarding methods & security systems
- The definition of " Guard / Security Officer Plan"
- Employees' "Entry and Exit system "
- Gates and their role in securing the organization
- Employees' Security cards and permits
- Factors causing accidents and disasters

Duration:

- ITC-HSE-095 Security Officer for Commercial / Residential 2 days
- ITC-HSE-096 Security Officer for Industries 2 days

Safety Officer

12 Minimum participants

5 days

Course Overview

Health and safety officer's main aim is to prevent accidents, injuries and work-related illnesses in the workplace. This course will improve safety officers with the understanding of the health and safety policies in accordance with the latest legislation. This course will also educate participants on the roles and responsibilities of the safety officer in addition to learning how to identify and detect potential poor practices that could lead to incidents and injuries.

Who Should Attend?

Safety Officers, HSE Coordinators, Anyone interested in entering the Health & Safety industry, Employers, HR Managers, Health and Safety Representatives, Risk Assessors, Construction Safety Officers.

Course Outline:

- General Safety
- Importance of Occupational Safety
- Roles and Responsibilities
- Workplace safety awareness
- Communication Skills (including Task Briefings & Toolbox Talks)
- Personal Protective Equipment (PPE)
- Hand and Power Tools Safety
- Machinery Safety Awareness
- Defensive Driving
- Temporary working platforms
- Working at height
- Hazard Recognition, Assessment and Control
- Excavation Safety
- Demolition Safety
- Fire Safety
- Electrical Safety
- Safety Inspection
- Human factors and behavioral base safety
- Dropped objects safety
- Job safety analysis (JSA)
- Work Permit System
- Safety Observation Checklist
- Stop work Authority (SWA)
- Carry out Risk Assessment.

Safety Supervisor

12 Minimum participants

5 days

Course Overview

This course is designed to teach and educate participants about what is HSE and what does it stand for, how to identify what can be a Health, Safety or Environmental risk at any workplace; whether in an office or on an operation site (plant, facility, workshop, factory, or a rig site).

The course will educate participants on how to be able to evaluate and properly resolve any hazardous issues and learn how to properly prevent or at least reduce the hazard or risk. HSE for Site Operations will describe the principles of occupational safety and health management. Next step on hazard recognition and control, preparing standard forms on job safety analysis and assessment, how to conduct a general site inspection and identify loose items, what would be a proper PPE for each operation and finally how to conduct proper risk assessments and emergency response plans. The participants in this course will learn special techniques to immediately identify a potential risk. Also, learn key points about how to protect the environment in the workplace.

Who Should Attend?

Safety officers and HSE coordinators and advisors whom are or will be taking roles as safety supervisors.

Course Outline:

- Course introduction
- Principles of Occupational Health & Safety Management
- Hazard identification
- First AID-CPR/AED
- Personal Protective Equipment
- Job Safety Analysis
- Electrical safety
- Mechanical safety
- HAZMAT/HAZCOM
- Emergency Response
- Fall Protection
- Confined Space Entry
- Lockout/Tagout (LOTO)
- Permit to work (PTW)
- Manual Handling
- Risk Management

Scaffolding Supervisor

12 Minimum participants

3 days

Course Overview

Every year thousands of accidents and hundreds of fatalities occur to workers with scaffolding jobs in the Oil & Gas and the Construction Indus-try. Most of the injuries involved in scaffold accidents were caused by either the planking or support giving way, workers falling or to the employ-ee slipping. In addition, following incorrect operating procedures will also lead to an accident. Furthermore, environmental conditions, being struck by falling materials, and plank slippage are apparently some of the most common cause of serious accidents. Unsafe scaffolding procedures can cause accidents, serious injuries and even death. However, scaffolding can give people efficient and safe means to perform work. It also has many applications. When properly erected and maintained, scaffolding provides workers a safe access to work areas, level, and stable working platforms, and temporary storage for tools and materials.

Who Should Attend?

Mandatory course for all persons performing the role of supervising scaffolding erection and dismantling in the construction and general in-dustry.

Course Outline:

- Introduction
- Define Scaffoldings and Basics
- Identify Scaffolding Terms and Components
- Planning Scaffolding Work
- Scaffolding Tag System
- Scaffold Structure
- Types of Scaffold and Risk Controls
- Safety Considerations
- Scaffolding Capacity
- Scaffold inspection
- Competent Person Erecting Scaffolds
- Guardrails System
- Fall Protection System
- Scaffolding Stability
- Managing Risk with Scaffolds
- Controlling the Risks in Scaffolding Work
- Scaffolding Access Ladder/Stairways Requirements
- Erection and Dismantle

Practical part will include the following:

- Safe Erection and Dismantle of a scaffold
- Scaffolding Inspection
- Scaffold Tag and Signage installation

Basic Offshore Safety Induction and Emergency Training (BOSIET)

12 Minimum participants

3 days

Course Overview

BOSIET stands for basic offshore safety induction and emergency training, a course created to assist in meeting the initial offshore safety train-ing, emergency response training and assessment requirements for personnel new to the offshore oil and gas industry.

The aims of the BOSIET are to introduce delegates to the specific safety issues and regimes relevant to offshore installations, and to equip them with the basic emergency response knowledge and skills for communicating to and from offshore installations by helicopter in the region.

Who Should Attend?

The course is designed for personnel intending to work on an offshore rigs, installation and forms part of a Common Offshore Safety Induction process. The BOSIET is required for all personnel working in the offshore industry.

Course Outline:

- Safety Induction: Offshore hazards, their control and consequences. Waste disposal/environmental awareness. How offshore safety is regulated. How offshore safety is managed. Procedures for prescribed medicines. Alcohol and substance abuse policy. PPE requirements.
- Procedures for reporting incidents, accidents and near misses. Role of the Medic.
- Helicopter Safety & Escape: Pre-boarding. Safe boarding.
- In-flight safety. Safe disembarkation. In-flight emergency actions.
- Use of Emergency Breathing System equipment.
- Practical Emergency Escape Breathing System training (EBS). Practical emergency ditching and escape training.
- Sea Survival: Abandonment theory and practical sea survival training.
- Actions for mustering and boarding of a survival craft, and actions as a passenger during launching operations. Use of helicopter rescue straps, and winching procedures. Emergency First Aid including CPR.
- Firefighting and Self Rescue: Nature and causes of fire. Fixed systems and response.
- Use of hand-held extinguishers. Operation of fixed hose reels. Self-rescue techniques in reduced visibility and completely obscured visibility.
- Use of escape hoods.

Further Offshore Emergency Training (FOET)

12 Minimum participants

1 days

Course Overview

FOET programme is designed to meet the further offshore safety and emergency response training requirements for personnel working in the offshore oil and gas industry. Delegates have the opportunity to practice and demonstrate emergency response skills which are not possible to practice during drills, exercises and emergency offshore training.

Who Should Attend?

This programme is designed to meet the further onshore safety and emergency training requirements for personnel working in the offshore oil and gas industry in a tropical Environment.

Course Outline:

- Helicopter safety and escape techniques
- Basic firefighting and Self Rescue techniques
- Basic First Aid Techniques

Delegate pre-requisites:

Delegates must hold a valid (in-date) OPITO approved T-BOSIET or T-FOET or BOSIET or FOET certificate.

Tropical Basic Offshore Safety In-duction Training (T-BOSIET)

12 Minimum participants

3 days

Course Overview

The aims of the T-BOSIET are to introduce delegates to the specific safety issues and regimes relevant to offshore installations and to equip them with the basic emergency response knowledge and skills for communicating to and from offshore installations by helicopter in tropical regions.

Who Should Attend?

This programme is designed to meet the initial onshore safety and emergency training requirements for personnel new to the offshore oil and gas industry in a tropical environment.

Course Outline:

- Industry and Installation Overview
- Offshore Hazards
- Managing Offshore Safety
- Controlling Offshore Hazards
- Regulating Offshore Safety
- Living and Working Offshore
- Helicopter Travel
- Helicopter Emergencies
- Evacuation
- Emergency First Aid
- Firefighting Offshore
- Element 4.2 Self Rescue

Tropical Further Offshore Emer-gency Training (T-FOET)

12 Minimum participants

1 days

Course Overview

T-FOET is to provide the delegates with the opportunity to practice and demonstrate emergency response skills which are not possible to practice during offshore drills, exercises, and emergency training. T-FOET is a 1-day refresher course for T-BOSIET. T-FOET programme is designed for personnel working in the offshore oil and gas industry in a tropical environment.

Who Should Attend?

This programme is designed to meet the further onshore safety and emergency training requirements for personnel working in the offshore oil and gas industry in a tropical Environment.

Course Outline:

Helicopter safety and escape techniques
Basic firefighting and Self Rescue techniques
Basic First Aid Techniques

Delegate pre-requisites:

Delegates must hold a valid (in-date) OPITO approved T-BOSIET or T-FOET or BOSIET or FOET certificate.

NITI

NATIONAL INDUSTRIAL TRAINING INSTITUTE
Kingdom of Saudi Arabia, Al Hasa, Airport Road
P.O. Box 550, Al Hasa 31982 +966 13 5955103

niti.edu.sa