



Salford Institute National Training, Kuwait



Institution of Occupational Safety and Health

SOVRANG
Achieve Operational Excellence

National Safety Council, USA, International Safety Council, UK, Institution of Occupational Safety and Health, UK, Sovrang Consultancy (P) Ltd, India and Salford Institute National Training, Kuwait are pleased to announce training courses as follows:

The National Safety Council is a nonprofit, nongovernmental, international public service organization dedicated to protecting life and promoting health. The NSC is a membership organization, founded in 1913 and chartered by the U.S. Congress in 1953. Members include more than 48,000 businesses, labor organizations, schools, public agencies, private groups and individuals.

IOSH is Europe's leading body for health and safety professionals. An independent and not-for-profit organisation aim to regulate and steer the profession, maintaining standards and providing impartial, authoritative guidance on health and safety issues.

Safety Inspection

Job Safety Analysis

Incident Investigation

Hazard Communication

Team Safety

Managing Safely

Course title	Date & Time	Duration	Language
Safety Inspection	May 12, 2007 (8AM-3PM)	One day	English
Job Safety Analysis	May 13, 2007 (8AM-3PM)	One day	English
Incident Investigation	May 14, 2007 (8AM-3PM)	One day	English
Hazard Communication	May 15, 2007 (8AM-3PM)	One day	English
Team Safety	May 16, 2007 (8AM-3PM)	One day	English
Managing Safely	May 19 through 23, 2007 (8AM-3PM each day)	Five days	English

Please rush your nomination and reserve your seat in advance. Seats are limited and allotted on first come first serve basis. Please feel free to contact us for safety, health, and environment related training courses and services.

Tel. # +965-5751663 or +965-5751664; Fax: +965-5751664
E-mail: sales@sovrang.com

Salford Institute National Training, PO Box: 65282, Mansuriya, 22014, Kuwait



National Safety Council, USA, International Safety Council, UK, Sovrang Consultancy (P) Ltd, India, and Salford Institute National Training, Kuwait are pleased to announce training course on:

Safety Inspection

Training goals:

Upon completion of the Safety Inspection course, you will be able to:

- Plan and conduct a safety inspection
- Complete inspection reports
- Develop recommendations and follow-up
- Manage an effective inspection program

The class also covers such topics as:

- ▶ Pre-inspection tasks
- ▶ What to inspect and where to gather information
- ▶ Recording observations
- ▶ Handling employee reactions to the inspection process
- ▶ Developing inspection reports
- ▶ Analyzing data and setting priorities

Why should you attend?

This workshop provides an overview of the safety, environment and health inspection process, and then examines specific techniques to improve the process. Participants learn to develop and use checklists in continuous and formal safety inspections.

Who should attend?

Those responsible for conducting or supervising safety inspections and those responsible for training industrial safety and/or health inspectors, engineers, supervisors, inspectors, operation and maintenance personnel, construction supervisors, managers, safety practitioners, safety team members, safety coordinators, and personnel involved with safety of workforce.

Duration: One day course (8AM to 3PM)

Date: May 12, 2007 (Saturday)

Venue: Hilton Resort, Mangaf, Kuwait

Continuing Educational Units (CEUs) from National Safety Council, USA: 0.6

(The CEUs will help in award of the 'Advanced Safety Certificate' from the National safety Council, USA)



Course director: Namir George, MSc. CEng. CFIOSH, RSP

He is a European Registered Engineer, Chartered Chemical Engineer with a Masters degree qualification in Occupational Health and Safety. He is currently employed as an Area Manager for International Safety Council and has 25 years industrial experience gained in the field of Safety and Loss Prevention for various blue chip organizations namely GlaxoSmithKline, Kraft Food International, and Honeywell Thermal Systems.



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National Safety Council, USA, International Safety Council, UK, Sovrang Consultancy (P) Ltd, India, and Salford Institute National Training, Kuwait are pleased to announce training course on:

Job Safety Analysis

Job Safety Analysis (JSA) is a proven process for controlling operating hazards and costs. Get a step-by-step overview of the process, and define your role in making it effective.

Through lecture, demonstrations, and workshops, you'll learn how to develop and manage a JSA program in your workplace. You'll also learn how to enlist participation from line employees, supervisors, and upper management.

The result: Better processes make a safer workplace - and that means improved production and higher profits. Participants will be able to conduct/develop/review the Job Safety Analysis/ Job Hazard Analysis.

Who should attend?

Engineers, supervisors, inspectors, operation and maintenance personnel, construction supervisors, managers, safety practitioners, safety team members, safety coordinators, human resources personnel and personnel involved with safety of workforce.

What you'll learn:

- Recognize and use important safety and health terminology
- Understand JSA's relation to continuous improvement in your organization
- Identify and communicate the safety and financial benefits of using JSA
- Gain support for and participation in the process from line employees, supervisors, and upper management
- Identify the key requirements for a successful JSA
- Recognize the hazards inherent in task performance
- Develop appropriate solutions and hazard controls
- Complete a JSA form correctly
- Use JSA to develop efficient procedures that reduce personal injuries and operating costs

Duration: One day course (8AM to 3PM)

Date: May 13, 2007 (Sunday)

Venue: Hilton Resort, Mangaf, Kuwait

Continuing Educational Units (CEUs) from National Safety Council, USA: 0.6

(The CEUs will help in award of the 'Advanced Safety Certificate' from the National safety Council, USA)



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National Safety Council, USA, International Safety Council, UK, Sovrang Consultancy (P) Ltd, India, and Salford Institute National Training, Kuwait are pleased to announce training course on:

Incident Investigation

Training goal:

To focus on techniques for gathering complete, accurate and objective incident/accident data used to arrive at true root causes and determine corrective action. To further examine and analyze data as a means of preventing injuries, property damage and financial losses.

You'll learn to:

- Employ effective investigation and interview techniques
- Analyze incidents/accidents to identify "true" root causes
- Describe human relations issues affecting accident reporting

Participants examine:

- Incidents to investigate
- On-site investigation process
- Data to include in investigation reports
- Witness interview techniques
- Post action: hazard control measures and follow-up

Who should attend?

All levels of management, safety practitioners, safety team/committee members, and individuals responsible for investigating accidents (incidents). Engineers, supervisors, inspectors, operation and maintenance personnel, construction supervisors, safety coordinators, and personnel involved with safety of workforce.

Duration: One day course (8AM to 3PM)

Date: May 14, 2007 (Monday)

Venue: Hilton Resort, Mangaf, Kuwait

Continuing Educational Units (CEUs) from National Safety Council, USA: 0.6

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National Safety Council, USA, International Safety Council, UK, Sovrang Consultancy (P) Ltd, India, and Salford Institute National Training, Kuwait are pleased to announce training course on:

Hazard Communication



More than 32 million workers are exposed to 650,000 hazardous chemicals in more than 3 million workplaces. And hundreds of new chemical products are introduced every year, each with its own particular health and physical hazards.

OSHA implemented the Hazard Communication Standard (HCS) to help employers and employees protect themselves from chemical hazards, and reduce the incidence of related illness and injuries.

The National Safety Council created the Hazard Communication Compliance Course to help you comply with the HCS in your own facility. In this course, we'll walk you through the key elements of the HCS, and show you how to protect your employees and your business.

The course covers:

- How to determine if hazardous chemicals are present in your workplace
- Steps for setting up an effective hazard communication program
- Guidelines for labeling hazardous chemicals
- Using Material Safety Data Sheets (MSDS) to evaluate hazardous chemical exposures
- Promoting responsibility for initial and ongoing hazard communication activities
- Assessing gaps between the HCS and your workplace program, and identifying key actions for closing the gaps

You'll be able to:

- Empower your employees to identify - and avoid - potential problems
- Assess situations where exposure to chemicals has occurred
- Reduce chemical-related illnesses and injuries throughout your facility
- Save on workers' comp and related costs

Who should attend?

All levels of management, safety practitioners, safety team/committee members, and individuals responsible for Hazard Communication. Engineers, supervisors, inspectors, operation and maintenance personnel, construction supervisors, safety coordinators, and personnel involved with safety of workforce.

Duration: One day course (8AM to 3PM)

Date: May 15, 2007 (Tuesday)

Venue: Hilton Resort, Mangaf, Kuwait



Course director: Namir George, MSc. CEng. CFIOSH, RSP

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National Safety Council, USA, International Safety Council, UK, Sovrang Consultancy (P) Ltd, India, and Salford Institute National Training, Kuwait are pleased to announce training course on:

Team safety

Team Safety shows you how to make group safety efforts work for your organization. You'll learn how to build an effective safety team, or get the most from the team you've already got. The course includes a self-assessment of your level of understanding, and interactive exercises for an opportunity to use your newly learned concepts.

The result: The more effective your safety team, the more measurable improvements for your organization.

What you'll learn:

- Recognize and use key safety and health terminology, as well as team safety concepts and techniques
- Plan for and create an effective safety team
- Identify training and development needs of team members
- Practice communication skills to conduct productive meetings with your team
- How to help your team influence your organization
- Build stronger meeting management skills
- Give your team the tools to make a positive impact on your organization's safety culture.

Who should attend?

All levels of management, safety practitioners, and individuals responsible for putting together safety teams. Engineers, supervisors, inspectors, operation and maintenance personnel, construction supervisors, safety coordinators, and personnel involved with safety of workforce.

Duration: One day course (8AM to 3PM)

Date: May 16, 2007 (Wednesday)

Venue: Hilton Resort, Mangaf, Kuwait

Continuing Educational Units (CEUs) from National Safety Council, USA: 0.6

(The CEUs will help in award of the 'Advanced Safety Certificate' from the National safety Council, USA)



Course director: Namir George, MSc. CEng. CFIOSH, RSP

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Institution of Occupational Safety and Health, UK, International Safety Council, USA, Sovrang Consultancy (P) Ltd, India, and Salford Institute National Training, Kuwait are pleased to announce training course on:

Managing Safely

The 'Managing safely' course is for those required to manage safely and effectively in compliance with both their organization's policy and best practice in health and safety.

Aims

To ensure that safety requirements are appreciated by people employed as line managers/supervisors, and to enable them to review their own Company systems for safety, introducing new controls or implementing changes as appropriate to ensure safety in the workplace.

Learning objectives

On successful completion of the course, delegates should be able to:

- explain 'working safely'
- explain the component parts of a recognised safety management system such as BS 8800 and OHSAS 18001
- identify the data and techniques required to produce an adequate record of an incident and demonstrate the procedure for an accident investigation, recognizing the human factors involved
- describe methods of basic trend and epidemiological analysis for reactive monitoring data
- define 'hazard' and 'risk', and describe requirements for risk assessment
- demonstrate a practical understanding of a quantitative risk assessment technique and the data required for records
- describe workplace precaution hierarchies
- prepare and use active monitoring checklists and implement schedules for active monitoring, recording results and analyzing records
- outline relevant health and safety legislation, codes of practice, guidance notes and information sources.

PROGRAM:

Module 1 – Introduction and overview

- Course aims and overview
- Assessment details
- IOSH certification
- Introduction to the concept of a safety management system,
- Safety Management System described in BS 8800, OHSAS 18001,
- Role of risk assessment

Module 2 – Reactive monitoring

- Data required for an adequate record of an incident
- Methods of basic trend and epidemiological analysis of reactive monitoring data
- The procedure for accident investigations
- The human factors information required for an adequate investigation
- Investigation techniques, including interviewing and recording details of the site
- Techniques of report writing

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Module 3 – Risk assessment and risk control

- Requirements for risk assessment, meaning of 'hazard' and 'risk'
- Data required for an inventory and techniques of inventory preparation
- Hazard identification techniques
- Human factors information required for effective hazard identification
- A basic numerical risk rating technique
- Types of workplace precaution and workplace precaution hierarchies
- Criteria to be used in selecting workplace precautions
- Data required for an adequate record of a risk assessment
- Risk assessment review procedures

Module 4 – Health and safety legislation

- Source of complete listings of all health and safety legislation
- Use of Approved and other codes of practice, guidance and other information resources
- Means of access to sources of advice and guidance, including the HSE

Module 5 – Common hazards

- Fire, Electricity, Work equipment
- Movement of people, Vehicles
- Poor housekeeping, Manual handling
- Display screen equipment
- Noise, Chemicals and substances

Module 6 – Active monitoring

- The purposes and techniques of active monitoring
- The methods of developing and maintaining checklists and aides
- The methods of developing and maintaining schedules for active monitoring
- Data required for an adequate record of active monitoring
- Methods of basic trend and epidemiological analysis of active monitoring data

Module 7 – Safety management systems

- The elements of a safety management system
- The nature, purposes and techniques of management review
- The nature, purposes and techniques of health and safety audit

Who should attend?

Any person who has to manage safety, risk and resources within their organisation. All levels of management, safety practitioners, and individuals responsible for safety, health and the environment protection. Engineers, supervisors, inspectors, operation and maintenance personnel, construction supervisors, safety coordinators, and personnel involved with safety of workforce.

Duration: Five days course (8AM to 3PM)

Date: May 19 through May 23, 2007 (Saturday through Wednesday)

Venue: Hilton Resort, Mangaf, Kuwait

Certification: An IOSH 'Managing safely' certificate is awarded to all those who attend the course and successfully complete both the written and practical assessments. Understanding of the course material is evaluated by means of a 45-minute written assessment paper consisting of 20 multi-format questions and a practical assessment.

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Nomination Form

Please complete and Fax this form to **+965-5751664** or e-mail to: **sales@sovrang.com**
Contact Tel. # **+965-5751663** or **+965-5751664**

Course title	Date & Time	Language	Fee per participant
Safety Inspection	May 12, 2007 (8AM-3PM)	English	KD240
Job Safety Analysis	May 13, 2007 (8AM-3PM)	English	KD240
Incident Investigation	May 14, 2007 (8AM-3PM)	English	KD240
Hazard Communication	May 15, 2007 (8AM-3PM)	English	KD240
Team Safety	May 16, 2007 (8AM-3PM)	English	KD240
Managing Safely	May 19 through 23, 2007 (8AM-3PM each day)	English	KD690

Please enroll the following nominations for the training courses as follows:

Name (nominee)	Employee #	Contact Tel. #	Course Title

Nominating authority details:

Name: _____

Job Title: _____

Phone # _____

Mobile No. _____

Fax No. _____

Name of Company/Organization: _____

Mailing Address: _____

Signature Authorizing Authority:Date:.....

Payment mode:	<input type="checkbox"/> Cheque enclosed	<input type="checkbox"/> Invoice the company (details as above)	<input type="checkbox"/> Invoice me
	<ul style="list-style-type: none"> All payments shall be in favor of Salford Institute National Training, Kuwait Bank transfers shall be made to BKME Account # 11577695 <p>BKME: Bank of Kuwait and Middle East</p>		

CANCELLATIONS

- Replacement from same company may be accepted any time before start of the course
- Registrations cancelled less than two weeks before the course commencement date shall be paid in full
- Salford Institute National Training, Kuwait reserves the right to cancel any training course not meeting the minimum number of attendees or for unforeseen circumstances.