Health Care Management · HM415

Professional Development Programme for HSE Officers

Duration	Category	Ref
1 Week	**Health Care Management**	**HM415**
Language	Certificate	
English	**Certificate of attendance**	

Introduction

Health, Safety, and Environment (HSE) management has become a critical component of organisational success across all industries. Organisations are increasingly required to maintain safe workplaces, protect the environment, comply with regulatory requirements, and promote a proactive safety culture. HSE Officers play a vital role in achieving these objectives by identifying workplace hazards, implementing risk control measures, ensuring regulatory compliance, and promoting continuous improvement in health, safety, and environmental performance.

This course is designed to enhance the professional competencies of HSE Officers by providing practical knowledge and industry best practices in occupational health and safety, environmental management, risk assessment, incident investigation, emergency preparedness, and safety leadership. Participants will gain a comprehensive understanding of modern HSE management principles and develop the skills necessary to contribute effectively to organisational safety and environmental objectives.

Through interactive discussions and real-world examples, the programme equips participants with the tools needed to improve workplace safety performance, minimise operational risks, foster environmental responsibility, and support the development of a strong safety culture within their organisations.

Course Objectives

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

- Understand the roles and responsibilities of HSE Officers within modern organisations.
- Apply health, safety, and environmental management principles in the workplace.
- Conduct hazard identification and risk assessments effectively.
- Develop and implement appropriate risk control measures.
- Investigate workplace incidents and identify root causes.
- Monitor compliance with HSE regulations, standards, and organisational policies.
- Contribute to emergency preparedness and response planning.
- Promote environmental protection and sustainable workplace practices.

- Conduct workplace inspections and safety audits.
- Support the development of a positive safety culture and continuous improvement initiatives.

Target Audience

- HSE Officers and Coordinators
- Health and Safety Supervisors
- Environmental Officers
- Safety Inspectors
- Safety Advisors and Specialists
- Operations and Maintenance Personnel
- Site Supervisors and Team Leaders
- Construction and Industrial Safety Personnel
- Risk Management Professionals
- Personnel responsible for workplace health, safety, and environmental compliance

Course Outline

Day 1

Fundamentals of HSE Management

Introduction to HSE Management

- Principles of health, safety, and environmental management
- Roles and responsibilities of HSE Officers
- HSE culture and organisational performance
- Legal and regulatory frameworks

HSE Management Systems

- Components of effective HSE systems
- Policy development and implementation
- HSE objectives and performance indicators
- Continuous improvement concepts

Workplace Hazards and Risk Concepts

- Types of workplace hazards
- Risk assessment fundamentals
- Hierarchy of controls
- Risk management processes

Day 2

Hazard Identification and Risk Assessment

Hazard Identification Techniques

- Physical, chemical, biological, and ergonomic hazards
- Workplace hazard recognition methods
- Job hazard analysis
- Safety observation techniques

Risk Assessment Methodologies

- Risk identification and evaluation
- Risk matrices and prioritisation
- Developing risk control measures
- Monitoring effectiveness of controls

Safe Work Practices

- Permit-to-work systems
- Lockout/Tagout principles
- Working at heights safety
- Confined space awareness
- Contractor safety management

Day 3

Incident Investigation and Emergency Preparedness

Incident Investigation Principles

- Types of incidents and near misses
- Investigation procedures
- Evidence collection techniques
- Interviewing methods

Root Cause Analysis

- Identifying immediate and underlying causes
- Corrective and preventive actions
- Reporting and documentation

Emergency Preparedness and Response

- Emergency planning principles
- Fire safety management
- Evacuation procedures
- Crisis communication and coordination

Day 4

Environmental Management and Compliance

Environmental Management Fundamentals

- Environmental responsibilities of HSE Officers
- Environmental aspects and impacts
- Pollution prevention strategies
- Sustainable workplace practices

Environmental Compliance

- Environmental regulations and requirements
- Waste management principles
- Resource conservation and efficiency
- Environmental monitoring programmes

Workplace Health Programmes

- Occupational health principles
- Industrial hygiene fundamentals
- Health surveillance programmes
- Employee wellness initiatives

Day 5

Safety Auditing, Leadership, and Continuous Improvement

Workplace Inspections and Audits

- Inspection planning and execution
- Audit methodologies
- Reporting findings and recommendations
- Corrective action follow-up

Safety Leadership and Communication

- Leadership skills for HSE professionals
- Influencing safe behaviour
- Effective communication techniques
- Building a positive safety culture

HSE Performance Improvement

- Performance measurement and KPIs
- Continuous improvement strategies
- Lessons learned and best practices
- Developing personal HSE action plans

Ask us for a date for this course

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training@hplustraining.com · +44 74 0108 8599 · +90 539 827 59 14