



## Health & Safety and Quality Practitioner Qualification

### 1. Part 1: Occupational Health and Safety Representative – NQF Level 2, 32 Credits

**Purpose:**

The Occupational Health and Safety Representative: Serve as a link between employees and management regarding safety and health aspects in the workplace, they monitor and inspect the workplace, record and investigate incidents and ensure that the Occupational Health and safety needs of employees are prioritised and dealt with.

KM 01 KT 01: Roles and Responsibilities of Health and Safety Representatives	Material & Test	R 550.00
KM 01 KT 02: Legislation	Material & Test	R 550.00
KM 01 KT 03: Occupational Health, Safety and Environmental Management	Material & Test	R 550.00
KM 01 KT 04: Behavioural Safety Management	Material & Test	R 550.00
KM 01 KT 05: Emergency Preparedness and Response	Material & Test	R 550.00
KM 01 KT 06: Hazard Identification and Risk Assessment	Material & Test	R 550.00
KM 01 KT 07: Safe Working Practice	Material & Test	R 550.00
KM 01 KT 08: Accident and Incident Investigation	Material & Test	R 550.00
KM 01 KT 09: Roles and Responsibilities of stakeholders	Material & Test	R 550.00
KM 02 KT 01: Principles and Ethics of Auditing	Material & Test	R 550.00
KM 02 KT 02: Concepts and Theories of Coaching	Material & Test	R 550.00
PM-01: Represent the needs of employees with regard to Occupational Health and Safety Matters	Practical Module	R 550.00
PM-02: Inspect work places, identify Hazards and Risk and take immediate actions to ensure Health and Safety in the workplace	Practical Module	R 550.00
PM-03: Consult with Employees and raise their Needs and Issues	Practical Module	R 550.00
WM-01: Exposure to the Workplace Examination Processes (over a period of 3 months)	Work Experience	R 550.00
WM-02: Exposure to the Processes of Representing the Occupational Health and Safety needs of Employees	Work Experience	R 550.00

**Total: R 8 800.00**



## QCTO Qualification

VERSION 0.3 (11/2019)

### Part 1 + 2: Full Time Representative / OHS Assistant - NQF Level 3, Credits 49 (Also known as Occupational Health and Safety Officer)

#### Purpose:

The purpose of Part 2 of this qualification is to enable full time Occupational Health and Safety Representatives / Assistant OHS Officers to master all the knowledge practical skills and work experience to function effectively within industry.

KM 03 KT 01: Principles, Concepts and Process of Hazard Identification, Risk Assessment and Control	Material & Test	R 550.00
KM 03 KT 02: Techniques of Accident and Incident Investigation	Material & Test	R 550.00
KM 03 KT 03: Principles of Occupational Hygiene Measuring Instruments	Material & Test	R 550.00
KM 03 KT 04: Principles of Safe Working Practices	Material & Test	R 550.00
KM 03 KT 05: Effective Documentation and Document Control	Material & Test	R 550.00
KM 03 KT 06: Concepts and Principles of Cause and Effect Analysis	Material & Test	R 550.00
KM 03 KT 07: Principles, Concepts and Process of HIRA	Material & Test	R 550.00
KM 03 KT 08: Concepts and Principles of Continuous Improvement	Material & Test	R 550.00
KM 03 KT 09: Concepts and Principles of Change Management	Material & Test	R 550.00
PM-04: Inspect work places and environments to identify the Occupational Health and Safety Hazards and determine the Risk associated with work	Practical Module	R 550.00
PM-05: Coordinate the work activities of Occupational Health and Safety Representatives	Practical Module	R 550.00
WM-03: Exposure to Occupational Risk Management processes (Over a period of 3 months)	Work Experience	R 550.00
WM-04: Exposure to the processes of selecting, appointing and managing Occupational Health and Safety Representatives	Work Experience	R 550.00

**Total: R 7 150.00**



## QCTO Qualification

VERSION 0.3 (11/2019)

### Part 1 + 2 + 3: Occupational Health and Safety Quality Practitioner – NQF Level 5, 256 Credits, SAQA ID 99714 (Also known in the industry as Safety Coordinator or Safety and Health Advisor)

#### Purpose:

Serve as a facilitator and advisor to employees and management regarding safety and health aspects in the workplace including the monitoring and inspecting of the workplace, the recording and investigation of incidents and accidents. They also implement and maintain Occupational Health and Safety systems in order to ensure a safe and healthy work environment. Period of one year and six months to completed this Qualification from Part 1 to Part 3.

KM 04 KT 01: Application of Health and Safety	Material & Test	R 550.00
KM 04 KT 02: Structure of Regulatory Requirements	Material & Test	R 550.00
KM 04 KT 03: Implementation of OHS Safety Management System	Material & Test	R 550.00
KM 04 KT 04: Fundamentals of Safety Aspects	Material & Test	R 550.00
KM 04 KT 05: Interpreting Occupational Hygiene Survey	Material & Test	R 550.00
KM 04 KT 06: Interdiction to Corporate and Organisational Governance	Material & Test	R 550.00
KM 04 KT 07: Developing Emergency Preparedness Plan	Material & Test	R 550.00
KM 04 KT 08: Develop and Implement Operational Controls	Material & Test	R 550.00
KM 04 KT 09: Effective Auditing and Inspection Practices	Material & Test	R 550.00
KM 04 KT 10: Concepts of Integrated Risk Management	Material & Test	R 550.00
KM 04 KT 11: Economics of OHS and the Impact on the Value Chain	Material & Test	R 550.00
KM 05 KT 01: Fundamental of Strategic Planning	Material & Test	R 550.00
KM 05 KT 02: Principles of the Development Process	Material & Test	R 550.00
KM 05 KT 03: Implementation of Change Management	Material & Test	R 550.00
KM 05 KT 04: Continuous Improvement	Material & Test	R 550.00
PM-06: Develop a Risk Profile and Legal Register & OHS Management System	Practical Module	R 550.00
PM-07: Establish, maintain and improve the Health and Safety Documentation and Reporting Systems, Controls and Processes	Practical Module	R 550.00
PM-08: Advise on the establishment, maintenance and improvement of Emergency Response and Preparedness	Practical Module	R 550.00
PM-09: Manage the effectiveness of operational Occupational Health and Safety Systems	Practical Module	R 550.00
WM-05: Exposure to the processes of developing and implementing Occupational Health and Safety Systems	Work Experience	R 550.00
WM-06: Exposure to the processes of monitoring and improving Occupational Health and Safety Systems	Work Experience	R 550.00

**Total:** R 11 550.00  
R 27 500.00

**Total for the Full Qualification:**