

Bawabat Al Fayhaa Company Ltd.

For Training Technology, Eng. Testing & Environmental Solutions

شركة بوابة الفيحاء لتكنولوجيا التدريب والفحص الهندسي ومعالجة المشاكل البيئية المحدودة



Occupational Health & Safety Training

Management Leadership & Employee Involvement

Summary:

This element describes the roles and responsibilities of management and employees within the safety and health management system. It overviews policies and planning, the organization of a system, the various levels of commitment required, how to foster involvement in the system, and what written programs are required.

Objectives:

At the end of this course the participant will be able to:

- Understand the role of management and employees within the system
- Describe what a policy is and what its function is
- Understand how the planning process will assist in guiding the system
- Describe a mission and vision statement
- Determine how a management system is organized
- Realize the level of commitment involved by both management and employees
- Identify the methods that employees and management use to be involved
- Determine how to identify which written programs are required for the system.
- Written Programs Listing – Supplemental Material.

Course Content:

1. Management Leadership and Employee Involvement
 - a- Management as a motivator
 - b- Employee commitment
2. Policies and Planning
 - a- What a policy is and writing a policy, mission and vision.
 - b- Designating goals and supporting actions and activities
3. Organization and Accountability
 - a- Standards and resources.
 - b- Measurement and application
4. Commitment
 - a- Leadership by example.
 - b- Reinforcement
5. Fostering Involvement
 - a- Committees and teams.
 - b- Tasks.
 - c- Decision making and input sources

Language:

Arabic & English

Certificates:

Upon passing the exam the participant will earn a passed certificate from **Bafco**

Days: 2 days