IITA

Innovative Ideas Training Academy

OCCUPATIONAL HEALTH AND SAFETY

PRICE:
R 7 999.99
EXCL VAT

Understanding the Latest Developments to ensure a Safe and Compliant Workplace

Dates:
01 - 02 December 2016
Venue:
Emperors Palace Hotel
Gauteng South Africa

FOUR KEY BENEFITS OF ATTENDING THIS EVENT

- Get comprehensive, and robust coverage of ll your OHS challenges
- Stay current on new rules and regulations and ensure compliance
- Hear from a cross section of expert opinions: practitioners, physicians, lawyers
- Walk away with a clear picture of what OHS excellence looks like and how you can get there

THE NEW OHS ACT AMENDMENTS AND THE RESPONSIBILITIES OF MANAGEMENT

Mastering the Legal, Policy, and Regulatory Issues

THE PROGRAMME WILL BE USEFUL FOR:

•Managers at all levels
•The CEO-Section 16(1) or Managing Director,
•Section 16(2) appointees/ Directors,
•Safety Officers and OHS Inspectors
•Disability Management Coordinators
•Occupational Health & Safety Coordinators
•Directors and Managers of OHS
•Labour Relations Managers
•Training, Learning, and Development
•Managers
•Legal Counsel
•Employee Relations Specialists
•Engineers,
•Middle Management and line Management,
•Supervisors,
•GMR 2(1) appointees,
•GMR 2(7) appointees,
•Safety and security officers,
•Compliance officers,
•Union Representatives and
•Learners in commercial and industrial insurance

BOOK AND PAY BEFORE THE START OF THE WORKSHOP AND GET A FREE TABLET PC

GET EXPERT ADVICE ON DEVELOPING EFFECTIVE SAFETY PROGRAMS THAT MEET AND EXCEED YOUR COMPLIANCE OBJECTIVES

- Learn about the latest changes on OHS Act, Amendments and the Responsibilities of Management
- Get tips for success from a case study of the winner of Best Workplace forHealth and Safety
- Examine New OHS Act & Amendments reporting requirements and learn how to demonstrate due diligence and compliance
- Learn how to define and verify worker safety competence and how to mitigate risk
- Understand substance abuse in the workplace and its implications for employers
- Get strategies for assessing and managing the hazards of employee fatigue and shift work vulnerabilities
- Explore the latest information on musculoskeletal injury prevention: learn how to
- improve work ability and prevent injury in healthy workers
- Learn how social media can be used for internal communications and promoting your
- OHS program
- Examine crisis communication strategies: responding to unusual events and using
- mass notification systems effectively
- Take home lessons learned and proven techniques from Airport Authority's customer safety model

DAY 1

8:00 – 9:00 Registration and Continental Breakfast
9:00 – 10:10 Welcome and Opening Remarks from the Chair
9:10 – 10:10 Legislation and Safety Management in South Africa
• Legislative History / health and safety legislation in South Africa
• Civil and criminal liabilities

Foundations and Principles of Safety Management

• Safety management and the organisation
• Principles of safety management

Overview of the OHS Act

• Overview of the OHS Act (The aim and scope; sections & regulations).
• Significant terms and definitions

The Legal Responsibilities of Interested and Affected Parties

• Legal structure and responsibilities
• The role of the CEO and the general duties of management
• Health and safety policy
• The general responsibilities of employers towards employees (Information, communication; training and supervision - including supervision of machinery)
• The general responsibilities of employers towards other persons
• Responsibilities of employees
• Acts or omissions by employees (Including the principle of vicarious liability)
• Responsibilities of contractors (Contractors agreement; letter of good standing)
• The safety practitioner or safety co-coordinator
• Legal responsibilities of manufacturers, designers, importers, sellers or suppliers regarding the use of articles and substances at work

Good Organisational Governance; Management Commitment; She Excellence and Control

• Good organisational governance
• Achieving SHE Excellence
• Management commitment
• Creating a safety culture
• Monitoring by management
• Common areas of control

Applicable SHE Legislation

• Health and safety representatives and committees
• Record keeping
• Reporting to the Chief Inspector regarding reportable injuries and diseases
• Investigation of incidents
• Certain deductions prohibited/ personal safety equipment and facilities
• Exemptions
• Health and safety agreements
• Offences and penalties

Risk Assessments, Systems or Program Approach

• Safety Risk Assessment (Baseline -; Issues Based – and Continuous Risk Assessments)
• The systems or program approach
• Design and implementation of an effective health and safety system

Achieving Excellence in Health and Safety: Lessons from the 2015 Winner of Best Workplace for Health and Safety

• Leveraging senior management engagement with grassroots results:
enabling the Internal Responsibility System
• Hands-on approach: keeping it simple
• Developing a leading safety management system: model for leveraging industry best
practice

Clarifying Critical Legal Issues in OHS Criminalization of OHS Offences

How to protect senior officers and organizations
• New sentencing and probationary powers of courts
• Who may be charged with OHS criminal negligence?
• Who is responsible for enforcing this Criminal Code?
• Does OHS Actimpact on other legislation?
• Liabilities and duty
• Review of resolved and pending OHS Actprosecutions
• New sentencing powers for corporations
• First individual charged reviewed
• First organization charged analyzed
• Review pending OHS Actcharges
• Reasonable steps to ensure legal compliance

Investigating OHS Incidents

• Defining an “incident”: accident, or near misses
• When to invoke legal privilege
• Differentiating between internal and external investigations
• Main purposes of an investigation
• Authority of government investigators
- Jurisdiction
- Provincial OHS Investigators
- Powers of inspection
- Powers of investigation
- Duty to notify government
- Obligation to co-operate with OHS officers
- The duty to not disturb the scene of the incident
• Roles and responsibilities: OHS Officers, owners and prime contractors,
witnesses and suppliers
• Best practices for coordinating and communicating with OHS officers: site
contact person, witness management, documenting the scene, seizure of
samples, document information
• Sequential steps for incident response: emergency response, secure and
preserve the scene, reporting to authorities, preliminary activities, OHS outcomes
• Looking at examples and complex scenarios to analyse and identifying best
practices

1:45 – 2:45 **Using Social Media to Promote Workplace Health and Safety**

• Is social media right for you?
• How to integrate social media into your communications activities
• The Ontario Ministry of Labour's mix of news and information, discussion,
and education
• It's OK not to control the message
• What to do should the worst happen

AFTERNOON TEA

3:00 – 4:00 **Crisis Communications in Large Workplaces: Who Controls the Message?**

• A bomb threat as impetus for change
• Changing the culture of how unusual events are managed
• How to maintain control of the message
• Mass notification systems, capabilities to consider
• Roll-out challenges and successes

4:00 – 5:00
Proven Model for Reducing Customer Safety Claims
• OHS perspective on customer needs and expectations
• safety vulnerabilities: fatigued, unfamiliarity with local practices (escalators, left-side driving, etc.)
• Maturity of model, background, history
• Dealing with issues head on: avoiding legal intervention
• Success rates
• Other organizations that have incorporated it:
• How you can develop the model

DAY 2
• Changing the culture of how unusual events are managed
• How to maintain control of the message
• Mass notification systems, capabilities to consider
• Roll-out challenges and successes

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• OHS perspective on customer needs and expectations
• safety vulnerabilities: fatigued, unfamiliarity with local practices (escalators, left-side driving, etc.)
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• How you can develop the model

9:10 – 10:10 **Managing the Hazards of Employee Fatigue and Shift Work**
• Unique considerations for airlines: shift work, “resting” away from home
• Assessing the hazards of fatigue and shift work
• Confronting the challenge of profitability imperatives
• Background to our fatigue management program
• Components of the program
• Applicable lessons for all industries with worker fatigue vulnerabilities

10:30 – 11:30 **Musculoskeletal Injury: Targeting the Right Interventionfor the Right Time**
• Latest research evidence related to the prevention and management of
work-related musculoskeletal injuries
• Examining the "work ability" prevention model that is guiding several intervention
studies to improve work ability and prevent injury in healthy workers
• Alberta's continuum of care approach for the rehabilitation of workers with
musculoskeletal injuries and what employers can do
• Cost-effectiveness of "integrated care" that includes the workplace and an
early, appropriate return to work as key components
• Ongoing Alberta research to develop decision-support software to help
target the right rehabilitation at the right time for injured workers

11:30 – 12:30 **Making Workplace Violence a Water-cooled Conversation**
• Tabling the topic of workplace violence at your next team meeting
• The convergence of workplace violence and workplace bullying
• Violence, bullying and domestic abuse — Welcome to work!
• Identifying inappropriate workplace behaviours
• When good people resort to bad behaviour
• Coaching your employees on how to respond to aggressive behaviour
• Pre-employment screening to identify past-employment screaming

1:30 – 2:30 **Waking Employers Up to Substance Abuse Clinical Update on Substance Abuse**
• Common myths of addiction
• Lifetime prevalence rates
• Why do people take drugs
• Predictors of substance abuse
• General principles of psychiatric management and treatments
• Screening for substance abuse
• What is effective treatment
• Challenges

Implications for the Employer: OH&S Update on Substance Abuse
• What is being seen in the field: mining industry and health care industry
• A big problem: substance abuse impacts 40% of certain industries’ employee populations
• Substance abuse as workplace hazard
• How and why supervisors are enablers: the personal relationship
• How and why employers are enablers: the positive productivity impacts
• Daunting problem: what can employers do?

AFTERNOON TEA

2:45 – 3:30 **Stakeholders, Case Management, and Return to Work:**
A Clinical Perspective
• Questions that physicians are asked in disability claims
• What employers can ascertain by looking in the physician’s report
• Case management: duration of disability, recovery patterns, SPICE model for prevention
• Assessment, investigation, diagnosis, treatments, and administration
• Dealing with chronic pain
• Dealing with absenteeism
• Fitness to work evidence in the eyes of the doctor
• Rehabilitation and return to work: challenges, coordination of stakeholders, early planning, disability prevention

3:30 – 4:30 **Understanding Disability Management and Employer Obligations**
• What is reasonable accommodation?
• What can you ask your physicians?
• How do you manage absenteeism: recognizing innocence versus performance
• What to do when an employee reports or exhibits mental health concerns
• Approaches to short- and long-term disability

4:30 – 5:00
Leverage Clinical and Legal Perspectives for Your OHS Challenges
Come prepared with your specific questions and get answers to your most pressing OHS questions.

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CONTRACT & REGISTRATION FORM

COMPANY DETAILS:

Company Name: _____

Company Address: _____

Post Code: _____ **Country:** _____

Tel: _____ **Fax:** _____

Authorising Signatory:

Name:(Mr/Mrs/Ms): _____

Designation: _____

Tel: _____ **Fax:** _____

Email: _____

Signature: _____

Please register the following delegates:

Delegate 1:

Name:(Mr/Mrs/Ms): _____

Designation: _____

Tel: _____ **Fax:** _____

Email: _____

Delegate 2:

Name:(Mr/Mrs/Ms): _____

Designation: _____

Tel: _____ **Fax:** _____

Email: _____

Delegate 3:

Name:(Mr/Mrs/Ms): _____

Designation: _____

Tel: _____ **Fax:** _____

Email: _____

Delegate 4:

Name:(Mr/Mrs/Ms): _____

Designation: _____

Tel: _____ **Fax:** _____

Email: _____

Delegate 5:

Name:(Mr/Mrs/Ms): _____

Designation: _____

Tel: _____ **Fax:** _____

Email: _____

Contact Person:

Ntombi Ndlovu

Tel: +27 11 524 0124

Cell +27072 899 7751

Fax: 086 652 9449

Email: maureenn@innovat.co.za

info@iita.co.za

BANKING DETAILS:

Bank transfers can be made to the following account

Account Holders: NERDIE-TECH CC (IITA)

Bank	: FNB
Branch	: GREENSTONE
Swift Code	: FIRNZAJJXXX
Branch Code	: 201510
Account Type	: Current
Account Number	: 62606592261

Terms &Conditions

By signing the registration form, the authorizing signatory on behalf of the stated company is subject to the following Terms &Conditions:

Delegate Substitutions - Delegate substitutions are welcome at any time. Please notify IITA in writing of any changes.

Delegate Cancellations – All delegates cancellation must be received in writing and are subject to the following conditions: For any cancellations received 7 working days before the start of a training, course will issue a credit voucher for the value paid to be used for up to one year from current events from the date of issue for any future training. For any cancellations received less than 7 working days before the date of training course, the full fee will be payable and no refunds or credit voucher will be given if a registered delegate does not cancel or fails to attend the training course, this will be treated as a cancellation and no refund or voucher will be issued

Transfers

Transfer requests must be made in writing 7 days before the start of the event IITA Substitutions

Please note that speakers and topics were confirmed at the time of publishing Training Cancellation and Postponement

In the event that IITA cancels an event, delegate's payments at the date of cancellation will be credited to a future IITA event. In the event that IITA postpones an event, delegate payments at the postponement date will be credited towards the rescheduled date. If the delegate is unable to attend the rescheduled event, the delegate will receive a credit voucher representing payments made towards a future IITA event. IITA shall assume no liability whatsoever in the event this conference is cancelled, rescheduled or postponed.

For purposes of this clause, a fortuitous event shall include, but not be limited to fire, labour strike, extreme bad weather or other emergency. Please note that speakers and topics were confirmed at the time of publishing, however, circumstances beyond the control of the organizers may necessitate substitutions, alterations or cancellations of the speakers and, or topics.

As such, IITA reserves the right to alter the advertised speakers if necessary. Any substitutions or alterations on the topics or course content will be updated on our web page as soon as possible or given to the delegates before the commencement of the workshop. The content that is altered or substituted shall remain within the same advertised field of training.