

Safety Passport Alliance (SPA) Supervisor



Course aim

To provide basic information and areas of responsibility for health, safety and the environment
To understand the implications of hazard recognition/risk assessment and effects on individuals and the employer
To demonstrate how individual behaviour can help reduce accidents.

Learning outcomes

On completion of the course delegates will have the knowledge to:

- Demonstrate their understanding of the subjects by successfully completing each module assessment paper
- Appreciate how they personally can influence good standards within health, safety & the environment
- Understand the value of risk assessment and have the knowledge to recognise when change to a generic assessment is required
- Understand the common hazards associated with work.

MODULE 1 – Roles and responsibilities

The session will introduce the safety management system, client responsibilities, the continuous improvement cycle, contractor management responsibilities and your responsibilities

MODULE 2 – Organising the work

The session will introduce information handover, communication, the plan, receiving client instruction exercise and giving work out safely exercise

MODULE 3 – The individual

The session will introduce the following activities: short service employees, constructively correcting, how to influence the individual, changing behaviour, typical behavioural safety cycle and your role – behaviour

MODULE 4 – Toolbox talks

The session will introduce the following activities: when to perform a toolbox talk, methodology, proactive monitoring and attitude surveys

MODULE 5 – Accident probability

The session will introduce the following activities: accident data, accidents, reporting accidents, reportable injuries, reportable dangerous occurrences, RIDDOR reporting, likely causes and review of accident data

MODULE 6 – Accident investigation

The session will introduce the following activities: root causes, level of investigation, the accident scene, taking statements, event diagram, observations, control measure analysis, actions and the report

MODULE 7 – Safety monitoring and auditing

The session will introduce the following activities: safety inspections and audits, monitoring and resolution

MODULE 8 – Task design – method statements

The module will introduce the following activities: permits, the candidates revisit the first exercise to determine whether they have modified their findings, procedures / method statements and risk assessment.

Programme may be subject to change without prior notification

Safety Passport

Successfully completing all assessment papers will result in a SPA Supervisor safety passport being issued.