



REGULATIONS FOR THE PROFESSIONAL CERTIFICATE IN ADVANCED OHS ACT

These regulations shall be read in conjunction with Constitution of the Centre for Occupational Health and Safety (Standard Operating Policies, Practise and Procedures Manual, 2022)

Name of Qualification: Advanced OHS Act

1. **Duration of the course :** 5 days
2. **Student entry qualifications:**
 - i. Normally a prospective student must possess a minimum of 5 O LEVELS
 - ii. University degree, professional qualification, tertiary certificate or equivalent from a recognised institution or class 2(two) driver
 - iii. Relevant work experience
 - iv. The centre shall, at its discretion and if it deems fit, subject any prospective student to an entry interview as part of entry requirements.

PROGRAMME STRUCTURE

This is an intensive, multidisciplinary programme designed to equip students from various backgrounds with skills and knowledge.

MODE OF DELIVERY

Teaching methods includes lectures, case studies, seminars, group presentations, practical exercises and scenarios.

LEARNING RESOURCES

Each module shall be guided by a detailed course outline, lecture notes; electronic and hard copy hard copy hand outs, and reading texts in the library. Students shall also be required to conduct online research.

CONTINUOUS ASSESSMENT METHOD

- i. Each student shall be required to submit two (2) typed assignments per module on stipulated due dates
- ii. Group work shall sometimes be give as an assignment
- iii. Each assignment shall be marked and converted into a percentage
- iv. Each candidate shall submit an examinable practical research project which shall be marked out of 25 marks and converted into a percentage.
- v. No candidate shall be allowed to rewrite a failed assignment

WRITTEN END OF SEMESTER EXAMINATION

- i. Each taught module shall be examined in written form.
- ii. The candidate shall be required to answer four (4) essay questions per module from a list of Six (6) possible questions.

Advanced OHS Act

On completion of this course the learner will have in-depth knowledge and understanding of the OHS Act (procedures and regulations).

Summative assessment

- Assessment to be done at the end of the course. Learners must achieve a minimum of 65%

Course outline

At the end of the course, the learner will be able to:

- demonstrate knowledge and understanding of the basic principles of the relevant legislation
- explain the requirements for compliance as stipulated in the current legislation
- identify deviations from the plan (and control measures required to achieve compliance will be given)
- monitor activities necessary to ensure that control measures are assessed and reviewed
- demonstrate knowledge and understanding of recordkeeping required by legislation
explain the legal obligation of the employer in terms of training and communication.