



IRCA Registered

A (5-Day) "Occupational Health & Safety Management Systems Auditor/ Lead Auditor Training Course"

07-11 October 2013 at PC Hotel Karachi

(IRCA Certificated Course#: A-16830)

Small & Medium Enterprises Development Authority - **SMEDA** in collaboration with Pakistan Hosiery Manufacturers & Exporters Association – **PHMA** with the support of **bfz gGmbH** Germany are organizing Five days Lead Auditor training on Occupational Health & Safety Management System on the standard of **OHSAS 18001:2007** through Bureau Veritas Certifications – **BVC Pakistan**. The course is being organized keeping in view the importance of Health & Safety issues in diversified sector of industries and to achieve the objective of Green Productivity / sustainable development by deploying OHSAS standards. This (5-day) comprehensive training course is registered by the International Register of Certificated Auditors (**IRCA - UK**) and satisfies the requirements for registration with IRCA (UK).

Health and Safety performance is a key business performance indicator. It is now not enough to simply comply with the overabundance of legislation but to show that you are managing health and safety for improvement. For those who are keen to progress beyond legal compliance and improve the way their system operates, many companies are now turning to OHSAS 18001 as their method of choice, and as a means of demonstrating the systems' credibility to their existing and potential customers and to other interested parties.

Who should attend?

Senior & Middle Management, Health & Safety Professionals, Quality / Production / Compliance Professionals, Internal Auditors and the personnel who wish to pursue a career in the field of Health & Safety Management.

Date: 07 ~ 11 October 2013 (9:00 AM - 5:30 PM)

Venue: PC Hotel, Karachi

Fee: Option#1: Rs. **25,000**/per person(TOR apply)

Option#2: Rs. 50,000 / per person

For Registrations:

Please send your nomination(s) on the attached registration form along with course fee by Cash / Cheque in favor of "PHMA" or "SMEDA". Seat are limited and to be filled on first come first serve basis, till 27th September 2013 @ 3:00 PM

Course structure:

- Program comprises of lectures, presentation, role-plays & exercises which ensures the acquisition of skills & understanding.
- Two hour examination which carries a mandatory 70% passing marks in addition to the satisfactory attainment of the continuous assessment criteria.
- One day Audit of Participant Company by Certified Lead Auditors and reporting.

Course Contents:

- Health & Safety Issues
- Introduction to concepts underpinning the occupational health and safety management
- Review of BS OHSAS 18001:2007
- Similarities with ISO14001 & ISO 9001
- OH & S Management Issues including operational control
- H & S Audit Skills
- Practical exercises & Case studies

Course Benefits & Aims:

At the end of this course, participants will be able to:

- Developing OHSAS policy & objectives
- Understand and implement their own safety management system (SMS)
- Demonstrate organizational compliance with all the relevant legal requirements.
- Understand the importance of safety policy and how it should be based on all the significant risks identified within the organization.
- Understand and demonstrate continuous improvement in occupational health & safety performance.
- Apply consistent interpretation of the OHSAS 18001 requirements.
- Organize, lead and report SMS audit of organization against the requirements of OHSAS 18001 standards.
- Understand the importance of audit evidence, corrective action and performance monitoring.
- Audit his own organization along with certified lead auditor and implementation of Health & Safety measures in decided time frame.

Introduction of BVC and Trainers: Bureau Veritas Certification, the independent certification body of Bureau Veritas, is the worldwide leader in the system certification services. It is recognized and accredited by the largest national and international bodies. Mr. Imran Altaf Bhatti & Mr. Ehtisham Ahmed Khan are Certified Lead Auditors & trainers from BVC Pakistan will be delivering five day course.

FOR REGISTRATIONS AND QUERIES, PLEASE CONTACT FOLLOWING PERSONS

Mr. Muhammad Naveed

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REGISTRATION FORM

IRCA Registered (5-Days) OHSAS 18001:2007 - Occupational Health & Safety
Management Systems Lead Auditor Training Course

JOINTLY ORGANIZED BY PHMA, BFZ & SMEDA

DATE: OCTOBER, 07-11 2013 (9:00 AM- 5:30 PM), VENUE: PC HOTEL - KARACHI

Name of Participant(s) : _____

Company Name : _____

Designation : _____

Qualification of Participant : _____

Experience of Participant : _____

Company Address : _____

Company Phone # & Fax # : _____

Cell # of participant : _____

E-mail ID : _____

Signature of Participant : _____

Select fee option Rs. 50,000/- Rs. 25,000/- (acknowledge attached TOR)

Mode of Payment Cash Cross Cheque Pay order

Cross cheque / pay order will be develop with the name of PHMA or SMEDA

Authorized Signature /stamp : _____



TERMS OF REFERENCE

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The organizations nominating their professionals by availing the subsidized fee (Rs. 25,000/person) for Lead Auditor training course will be getting following benefits.

1. Attend five days Certified Lead Auditor Training Course on subsidized rates.
2. Avail services of one day free audit of his/her company by OHSAS Lead Auditors
3. Involve in preparation of audit report with the recommendations of no/low cost solutions to deploy Health & Safety improvement practices.

The participant / company ensure to comply with following terms of reference;

- 1) Ensure active participation & attendance in five days training sessions, one day audit & follow-up visits by audit team at participant's company
- 2) Provide best possible facilitation / coordination with different department of the company to support the audit team during one day audit and follow-up activities.
- 3) Facilitate in provision of data (for preparation of audit report) required by audit team
- 4) Arrangement of one day audit at company in any day from 14th of October to 9th November 2013, the final date will be communicated by organizers.
- 5) Participant will be assisting audit team in preparation of audit report and preparation of recommendation for No/Low cost solutions.
- 6) Commitment of best possible efforts to implement the suggested health & safety measure (No cost / Low cost) within three months after submission of audit report.
- 7) Commitment to share the activities updates with top management of the company, as and when requested by audit team.
- 8) Make best possible efforts to disseminate the knowledge gained by this course within the company by training of employees & to create awareness on Health & Safety measures.

Authorized signatures