

# IOSH MANAGING SAFELY®



## WHO SHOULD PARTICIPATE?

The course is designed for personnel who are required to manage safely and effectively in compliance with both health and safety legislation and their organisation's policy. Participants will have the opportunity to achieve the IOSH Managing Safely® Award, whilst receiving practical comprehensive knowledge in the process.

The programme addresses the health and safety training needs of the non-expert.

## ASSESSMENT

The course is assessed with a combined written and multi-choice examination paper along with a workplace project.

## CERTIFICATION

Successful delegates are awarded an IOSH Managing Safely® certificate.



## PROGRAMME BENEFITS

- Managing Safely® will provide delegates with an appreciation of developments in health and safety legislation and consequent changes in practice
- Employees will gain a nationally recognised and respected certificate in IOSH Managing Safely®
- Delegates will acquire knowledge based on what they need to know in practice to ensure their company complies with the HSE's legal expectations and comprehensive reference material to take away.

## DURATION

3 Days - (1 day per consecutive week)

Managing Safely® involves 25 - 30 hours of directed study and can be tailored to meet individual organisations' needs.

## THE PROGRAMME WILL COVER:

- Reasons for managing safely
- Assessing risks
- Controlling risks
- Understanding your responsibilities
- Identifying hazards
- Investigating accidents and incidents
- Measuring performance
- Protecting our environment



## **OUR SERVICE LEVEL COMMITMENT**

MGTS will ensure that:

- Your training and assessment programmes are delivered by Tutors highly experienced in the relevant subject matter and your industry
- The delivery of training and assessment will focus on your training objectives supported by up to date programmes and learning materials
- Your employees will receive training designed to meet their personal learning needs with additional support where appropriate
- Training programmes are delivered with your requirements as the focus ensuring total flexibility and on time delivery
- Your employees benefit from a healthy, safe and secure learning environment ensuring equality of opportunity and diversity of contribution to enhance the learning experience
- You and your employees are given support to achieve high quality personal learning and successful learning transfer to the workplace
- The confidentiality of your business development needs is maintained throughout

## **BOOKINGS & PAYMENTS**

Bookings must be confirmed with either a purchase order or full payment to secure the booking.

New customers will be required to complete a new customer application form to open a credit account. Credit account customers will be invoiced upon booking; our standard payment terms are 30 days unless otherwise agreed in advance.

Payment can be made by credit card or BACS/bank transfer.

Payment must be received 7 days in advance of the course start date (for non-account customers).

## **CANCELLATION POLICY**

Where courses are under subscribed MGTS may cancel or re-arrange a course at their discretion. Customers will be notified no later than 10 working days prior to the planned commencement date.

MGTS accepts customer cancellations without charge up to 7 days prior to commencement of training. Cancellation less than 7 days will incur a 50% course fee. Cancellations with less than 24 hours' notice will incur a 100% course fee.

Transfers to alternative course dates will not incur any additional charge to the customer if the transfer is made up to 7 days prior to commencement of training.



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Delivering Performance**