

# **HFS351 Safety Management and Audit**

**Level:** 3

**Credit Units:** 5 Credit Units

**Language:** ENGLISH

**Presentation Pattern:** EVERY SEMESTER

## **Synopsis:**

This course covers important topics in managing and auditing safety in the workplace. Students will be taught the importance of safety policy and culture at work and how best to implement and communicate these policies to the workforce. The different quality management standards are also explored. Students are also taught the processes of developing a safety audit system, how to plan and implement an audit and also how to prepare an audit report.

## **Topics:**

- Establishing WSH Performance Monitoring
- Implementing the WSH Performance Monitoring Plan
- Planning the WSH Monitoring Programme
- Comprehend and Planning the WSH Audit Programme
- Conduct WSH Audit and Review the Findings
- Review the WSH Audit Programme

## **Textbooks:**

Stephen Asbury & Peter Ashwell: Health & Safety, Environment and Quality Audits: A risk-based approach (eBook) 3rd Edition Routledge (Taylor & Francis)  
ISBN-13: 9781351239325

**Learning Outcome:**

- Discuss the objectives of a WSH Management System.
- Describe WSH performance indicators and performance monitoring requirements.
- Illustrate WSH performance monitoring conditions.
- Appraise WSH monitoring programme.
- Examine various components of WSH Audit Programme and factors to consider when preparing the audit programme.
- Apply auditing tools, techniques and procedures to conduct WSH audit.

**Assessment Strategies (Evening Class):**

<b>Components</b>	<b>Description</b>	<b>Weightage Allocation (%)</b>
Overall Continuous Assessment	QUIZ 1	10
	GROUP BASED ASSIGNMENT 1	20
Overall Examinable Components	ECA	70
<b>Total</b>		<b>100</b>