CORONAVIRUS AND PRECAUTIONS AT WORK
ONLINE TRAINING

Objectives

After completing this course, participants will understand what coronavirus COVID-19 is, what thedisease's symptoms are and how it can spread.

Furthermore, they will be able to implement the measures and precautions that will minimise the possibilityof spreading. They will be able to use any required personal protection equipment and dispose of it safelyafter use.

The objectives and syllabus of the programme will be tailored and customisedaccordingly based upon the Organisation's requirements.

Overview

The programme, comprising two three-hour sessions, is available to unlimited participants within an organisationand has been tailored by our qualified instructors to cover the needs of an organisation employinginteracting personnel and visitors, under the new health and safety requirements arising from theCOVID-19 pandemic.

Course outline:

- Introduction to the course;
- What is COVID-19;
- Protective measures;
- Workplace Safety;
- Labour Accommodation / Protecting families;
- Travelling.

Who Should Attend

Any individual wishing to enhance safety measures in relation toCoronavirus both at individual and business levels.

Participants should have an average/good command of the English language.

Training Methodology

The programme will be conducted by qualified and experienced instructors via a dedicated website. The trainingwebinar will be delivered in HD format and all participants will be able to access the website. Access methodology will be pre-agreed withthe participant's organisation. Full training documentation will be provided for allparticipants to download and print at any time they may require. The training course and material will beavailable for a period of 1 month.

CourseOutline

- Introduction to the course;

- What is COVID-19, how it began and spread
  - o Symptoms
  - o Spreading Methods;

- Main protective measures
  - o General protective strategy
  - o Personal Hygiene;

- Workplace Safety
  - o Policy / commitment
  - o Risk assessment
  - o Information / training
  - o Implementation
  - o Supervision
  - o Recording and performance
  - o Review and revising;

- Labour Accommodation / Protecting families;

- Travelling.

Course Contents

- What is Coronavirus
  - Description of the virus and a brief on theories of how it started.
  - How does the virus function
- Symptoms – Effects
  - What are the obvious symptoms
  - What are the effects to health
  - Who is more vulnerable
- Transmission / Spread
  - Methods of transmission
  - Virus entry points in to the human body
  - How does it spread in the population
- Preventative / Protective Measures
  - Awareness – Information - Training
  - Personal hygiene
  - Environmental cleansing and housekeeping
  - Social distancing
  - Isolation
  - Quarantine
  - PPE
- Emergency Planning
  - Preparedness when positive cases occur
  - Emergency team
  - Protection of the workforce
  - Liaison with authorities
  - Protection of the patient(s)
- Managing the Workplace
  - Policy
  - Risk Assessment
  - Organisational Measures
  - Segregation / Isolation
  - Working from Home / Remote Workers
- Monitoring / Recording / Tracing
  - Temperature monitoring
  - Recording of personnel's conditions, contacts, other details

Instructor Profile

Emilios M. Theodosiou

Mr.Emilios M. Theodosiou has been working as an HSE Professional since 1992.

He has served as HSE Officer, HSE Manager and QESH Manager. He was also a Lead Auditor for the J&P's certified, Integrated Management System, QESH, (Quality Environment, Safety and Health).
Presently he provides consulting services on issues of safety, health and the environment.

Through years of experience, education and training, he has attained skills that enable him to efficiently manage an organisation's HSE needs, including setting-up, certifying, implementing and maintaining a management system, reducing and managing risks, provision of information, training, inspection and supervision, preparation, review and implementation of relevant documentation, planning, executing and reporting of audits, incident investigation and reporting.

The above skills also extend intothe field of quality assurance.

As a professional practitioner, his vision is always zero accidents, zero loss. His principle is that the Health and Safety systems, are not an expensive luxury, but a cost-effective venture, that will contribute in the organisation's continuous improvement.

Duties and Responsibilities:

Experience in maintaining Health, Safety and Environment Policy, Manuals and other relevant documents which are prepared, kept current and being implemented.

Experience at assuring the smooth and effective function of HSE Committees and liaising, guiding and supervising HSE Officers in their work.

Liaising with regulatory bodies and inspecting / auditing authorities on HSE issues.

Developing and operating accident/ incident reporting systems.

Experienced in implementing effective management and regular inspection of HSE in all workplaces.

Providing relevant support and advice forrisk assessment and environmental impact assessment preparation as deemed necessary.

Establishing standards and proposing systems to be adopted relevant to the Control of HSE in all workplaces.

Advising on the development of specific control measures for novel situations (e.g. physical safeguards, permits to work).

Advising on the preparation of Emergency Plans in collaboration with topic specialists and the responsible Managers.

Assessing the training needs of all Personnel on HSE matters, preparation and contribution to the presentation of safety training programmes in co-ordination with the responsible Managers.

Providing advice and managing the introduction of new HSE Programmes and their provisions.

Experienced at implementation of HSE schemes, e.g. Personal Protective Equipment schemes (purchase, issue, replacement) established in coordination with the responsible Managers, permit- to- work systems as such may be necessary.

Experienced at establishing and implementing an auditing system for Health, Safety and Environmental management.

Experienced at establishing and supervising the implementation of an inspection system that will ensure conformity at all establishments and workplaces to HSE requirements.

Experienced at establishing a control system relevant to the Corrective and Preventive Actions and Non-conformances to HSE requirements.