MCAST

MCAST PROGRAMMES - PUBLIC INFORMATION TEMPLATE (FULL TIME)

Institute	Institute of Engineering and Transport
Department	Construction Engineering Department

Programme Title	Undergraduate Diploma in Occupational Health and Safety				
Course Code *To be filled in by Admissions Dept.*	CE5-O02-23		**If the programme includes a WBL element, How is it accredited?**	Not Applicable, does not include WBL	
MQF/ EQF Level	Level 5	**Type** *(refer to Appendix 1 for Parameters)*	Qualification	**Awarding Body**	MCAST – Malta College of Arts, Science and Technology
Accreditation Status	Accredited via MCAST's Self Accreditation Process (MCAST holds Self-Accrediting Status as per 1st schedule of Legal Notice 296/2012)				
Mode of Delivery	Face to Face	**Duration** *(Academic Years or Semesters)*	1 Year	**Mode of Attendance**	Full-time
Total Number of Credits	60 credits	**Total Learning Hours** *(25 Total Learning Hours for each ECTS)*	1500 hours		
Target Audience	Ages 19 - 65	**Target Group** *(the type of learners that the educational institution anticipates joining this programme)*	Workers already in the labour market who wish to make a career move towards this exciting field. New entrants into the labour market. Returnees to the labour market.		
Programme Fees	There are no fees applicable to Maltese and other EU Nationals (as will be evidenced by their Identity Document) Fees apply for other International Applicants… for fee information and any related updates it is best to communicate with MG2i International through applyinternational@mcast.edu.mt One may consider checking about possible eligibility or otherwise for any exemption from fees by contacting the relevant section within MEYR (Floriana) – or visit the servizz.gov.mt website here				
Date of Next Student Intake	For further information regarding upcoming student intake and applications time windows for same kindly click here				
Language of Instruction	The official language of instruction at MCAST is English. All notes and textbooks are in English (except for language courses, which will be in the respective language being instructed). International candidates will be requested to meet English language certification requirements for access to the course.				
Application Method	Applications to full-time courses are received online via the College Management Information System. Applicants can log-in using Maltese Electronic ID (eID) in order to access the MCAST Admissions Portal directly and create one's own student account with the identity being verified electronically via this secure service. Non-EID applicants need to request account creation though an online form after that they confirm that their local Identification Document does not come with an EID entitlement. . Once the identity is verified and the account is created on behalf of the				

	applicant, one may proceed with the online application according to the same instructions applicable to all other applicants. For more information about how to apply online for a course at MCAST, please visit: https://mcast.edu.mt/how-to-apply-online-2/
Information for Non-EU Citizens	Non-EU candidates require a study visa in order to travel to Malta and join the course applied for (on a Full Time delivery mode). For further information re study-visa please access https://www.identitymalta.com/unit/central-visa-unit/. Further information International / TCN applicants should take note of before requesting to being considered for a programme of studies at MCAST, can be obtained through the respective FAQ found on https://mcast.edu.mt/important-information/
IMPORTANT note to Non-EU Nationals / TCNs	In instances where a TCN is applying for an MCAST programme of studies which includes Apprenticeship / Placement / Internship, it is the applicant's responsibility to check with the relevant Maltese Authority whether one would be eligible to have the necessary permits to be able to carry out the accredited Apprenticeship / Placement / Internship, success from which is expected in order to be able to successfully complete the selected programme of studies. Further information can also be obtained through the respective FAQ found on: https://mcast.edu.mt/important-information/
Address where the Programme will be Delivered	*MCAST has four campuses as follows:* **MCAST Main Campus** Triq Kordin, Paola, Malta *All courses except for courses delivered by the Institute for the Creative Arts, the Centre of Agriculture, Aquatics and Animal Sciences and the Gozo Campus are offered at the Main Campus address (above).* *Courses delivered by the Institute for the Creative Arts, the Centre of Agriculture, Aquatics and Animal Sciences, or the Gozo Campus, are offered in one of the following addresses as applicable:* **Institute for the Creative Arts** Mosta Campus Misraħ Għonoq Tarġa Gap, Mosta **Institute of Applied Sciences** Centre of Agriculture, Aquatics and Animal Sciences, Luqa Road, Qormi **Gozo Campus** J.F. De Chambray Street MCAST, Għajnsielem Gozo *In the case of courses delivered via Online Learning, students will be following the programme from their preferred location/address.* *Programmes delivered via Blended Learning, and which therefore contain both an online and a face to face component shall be delivered as follows:*

	○ Face to Face components – as per above address instructions ○ Online components – from the student's preferred address.
Course Description *(Refer to Programme Specification)*	Occupational Health and Safety is becoming an important topic among top management and policy makers due to the implications to industry and the nation because of accidents, injuries or fatalities at work. The human and financial costs of mismanaging health and safety at work has serious consequences. The course aims to give students the skills necessary to embark on a career in the field of occupational health and safety especially as Occupational Health and Safety Practitioners with the national OHS regulator, advising employers on the OHS measures that need to be taken. The course is also intended for those acting as Project Supervisors on construction sites. The OHSA confirm that the MCAST Undergraduate Diploma in Occupational Health and Safety course will be recognised by the OHSA as one of the three criteria for entry in OHSA's Register of Competent Persons.
Deskrizzjoni tal-Kors *(Refer to Programme Specification)*	Is-Saħħa u s-Sigurtà fuq il-post tax-xogħol qed isiru suġġett importanti u dejjem aktar relevanti minħabba l-implikazzjonijiet għall-industrija u fuq livell nazzjonali minħabba inċidenti u mwiet fuq il-post tax-xogħol. Il-konsegwenzi ta' nuqqas ta' gestjoni tajba tas-saħħa u s-sigurtà fuq ix-xogħol jistgħu jwasslu għal sitwazzjoni serje. Il-kors għandu l-għan li jagħti lill-istudenti l-ħiliet meħtieġa biex jibdew karriera fil-qasam tas-saħħa u s-sigurtà fuq il-post tax-xogħol speċjalment bħala Occupational Health and Safety Practitioners mar-regolatur nazzjonali tal-OHS u li jagħtu pariri lil min iħaddem dwar il-miżuri OHS li jeħtieġ li jittieħdu. Il-kors huwa intiż ukoll għal dawk li jaħdmu bħala supervisors ta' proġetti fuq siti ta' kostruzzjoni. L-OHSA tikkonferma li l-kors tal-MCAST 'Undergraduate Diploma in Occupational Health and Safety' se jkun rikonoxxut mill-OHSA bħala wieħed mit-tliet kriterji għad-dħul fir Reġistru ta' Persuni Kompetenti tal-OHSA
Career Opportunities:	OHS Practitioners
Entry Requirements *(Refer to Prospectus / Course Page on MCAST website)*	Internal Progression Route… Any MCAST IET MQF level 4 Advanced Diploma OR 2 A-level passes and 2 I-level passes
Other Notes related to this Programme, and which are to be taken note of	-
Programme Learning Outcomes *(Refer to Programme Specification)*	At the end of the programme the students are able to: 1. Recognise the importance of the Occupational Health and Safety and the costs of its poor management to workers, employers and the nation. 2. Explain the local and EU OHS legislative framework and the legal current setup governing this subject. 3. Identify a wide range of occupational hazards and recognise the different techniques to assess the resultant risks. 4. Apply the key principles of the risk assessment process, how this is performed and the different approaches to risk assessment based on different scenarios. 5. Analyse the different risk control measures available following a risk assessment and their applicability according to the different circumstances.
Teaching, Learning and Assessment Procedures	The programmes offered are vocational in nature and entail both theoretical lectures delivered in classes as well as practical elements that are delivered in laboratories, workshops, salons, simulators as the module requirements dictate. Each module or unit entails a number of in person and/or online contact learning

	hours that are delivered by the lecturer or tutor directly (See also section 'Total Learning Hours). Access to all resources is provided to all registered students. These include study resources in paper or electronic format through the Library and Resource Centre as well as tools, software, equipment and machinery that are provided by the respective institutes depending on the requirements of the course or module. Students may however be required to provide consumable material for use during practical sessions and projects unless these are explicitly provided by the College. All Units of study are assessed throughout the academic year through continuous assessment using a variety of assessment tools. Coursework tasks are exclusively based on the Learning Outcomes and Grading Criteria as prescribed in the course specification. The Learning Outcomes and Grading Criteria are communicated to the Student via the coursework documentation. The method of assessment shall reflect the Level, credit points (ECTS) and the schedule of time-tabled/non-timetabled hours of learning of each study unit. A variety of assessment instruments, not solely Time Constrained Assignments/Exams, are used to gather and interpret evidence of Student competence toward pre-established grading criteria that are aligned to the learning outcomes of each unit of the programme of study. Grading criteria are assessed through a number of tasks, each task being assigned a number of marks. The number of grading criteria is included in the respective Programme Specification. The distribution of marks and assessment mode depends on the nature and objectives of the unit in question. Coursework shall normally be completed during the semester in which the Unit is delivered. Time-constrained assignments may be held between 8 am and 8 pm during the delivery period of a Unit, or at the end of the semester in which the Unit is completed. The dates are notified and published on the Institute notice boards or through other means of communication. Certain circumstances (such as but not limited to the COVID-19 pandemic) may lead Institutes and Centres to hold teaching and assessment remotely (online) as per MCAST QA Policy and Standard for Online Teaching, Learning and Assessment (Doc 020) available via link https://www.mcast.edu.mt/college-documents/ The Programme Regulations pertaining to this Programme's MQF/EQF level available at: link https://www.mcast.edu.mt/college-documents/, apply.
Grading System	All MCAST programmes adopt a Learner-centred approach through the focus on Learning Outcomes. The assessment of MCAST programmes is criterion-referenced and thus assessors are required to assess learners' evidence against a pre-determined set of Learning Outcomes and Assessment Criteria. For a student to be deemed to have successfully passed a unit, a minimum of 50% (grade D) must be achieved. All full time units are individually graded as follows: A* (90-100) A (80-89)

	B (70-79) C (60-69) D (50-59) Unsatisfactory work is graded as 'U'. Work-based learning units (where applicable) are graded on a Pass/Fail basis only. Some units which follow industry standards and regulations may also be graded on a Pass/Fail basis as per programme regulations referred below. Detailed information regarding the grading system may be found in the Programme Regulations pertaining to this programme's MQF/EQF Level available at: https://www.mcast.edu.mt/college-documents/ (Refer to DOC 003, 004 and 005)
Exit Point (where and as applicable)	Where a student will not make it to the Final Certification achievable from this Programme of Studies (as per Programme Regulations), one might wish to look into Exit Point possibilities as may be applicable to this programme for studies. Further information, is available at https://www.mcast.edu.mt/college-documents/, kindly refer to *DOC 077 Procedure for the processing of Claims for Certificates at Interim Exit Points.*
Contact details for Further Learning Opportunities	The MCAST Career Guidance Team, offers the service of qualified and experienced Career Advisers who will be very willing to discuss with potential applicants the course which best achieves one's career ambitions, as well as exploring one's education route, or similar. **MCAST Career Guidance** Tel: 2398 7135/6 Email: career.guidance@mcast.edu.mt
Regulatory Body/ Competent Authority Contact Details *(where applicable - in the case of a programme leading to Regulated Profession)*	Occupational Health and Safety Authority, 17, Edgar Ferro Street Pietà PTA 1533 Malta

Programme Structure	Unit Code	Unit Title	ECTS	Year	Semester
	BCOHS-506-2301	Health and Safety at Work	6	1	1
	BCORG-506-1502	Organisation and Behaviour	6	1	1
	BCOHS-506-2302	Human Anatomy and Physiology	6	1	1
	CDEDC-506-2012	Research Methods	6	1	1
	BCOHS-506-2303	General Introduction to the OHS Legislation	6	1	1
	CDKSK-503-2330	Critical Thinking I	3	1	2
	BCOHS-506-2304	Hazards at Work – Occupational Health and Ergonomics	6	1	2

	BCOHS-506-2305	Incident Investigation and Reporting	6	1	2
	BCOHS-503-2306	OHS Management Systems	3	1	2
	BCOHS-506-2307	Risk Assessment and Control of Risks	6	1	2
	ETPRJ-506-1521	Research Project	6	1	2
	-	Basic Fire Fighting	N/A	1	-
	-	Basic First Aid at Work	N/A	1	-

Allocation of Total Learning Hours (per Unit)

The total learning hours required for each unit or module are determined as follows:

Credits (ECTS)	**Indicative contact hours[1]**	**Self-Learning and Assessment Hours[3]**	**Total Student workload (hrs)[2]**
1	5 – 10 hrs	20 - 15 hrs*	25 hrs
2	10 – 20 hrs	40 - 30 hrs*	50 hrs
3	15 – 30 hrs	60 - 45 hrs*	75 hrs
4	20 – 40 hrs	80 - 60 hrs*	100 hrs
6	30 – 60 hrs	120 - 90 hrs*	150 Hrs
9	45 – 90 hrs	180 - 135 hrs*	225 hrs
12	60 – 120 hrs	240 - 180 hrs*	300 hrs

Note: The 'Self-Learning and Assessment Hours[3]' amount to the difference between the 'Indicative Contact Hours'[1] and the 'Total Student Workload'[2]

APPENDIX 1

MINIMUM CREDITS FOR QUALIFICATIONS AT DIFFERENT LEVELS

MQF Level	Minimum ECTS Required for a Qualification*
8	
7	30
6	180
5	30
4	30
3	60
2	60
1	40

* Programmes assigned fewer ECTS than indicated will be classified as Awards.

Reference: Fig.1: p48, Malta Further and Higher Education Authority (MFHEA) (October 2024). Referencing Report, 5th Revised Edition.

APPENDIX 2

EXAMPLES OF QUALIFICATION TYPES AT A SPECIFIC MQF LEVEL

MQF Level	Examples of qualification types at a specific MQF level (The list in this column is not exhaustive)	Number of ECTS *
8	Doctoral Programmes:	
	PhD	N/A
	Professional Doctorate	180
7	Master's Degree	90
	Postgraduate Diploma	60
	Postgraduate Certificate	30
6	Bachelor's Degree	180
	Bachelor's Honours	240
5	Undergraduate Higher Diploma	90
	Undergraduate Diploma	60
	Undergraduate Certificate	30
	VET Level 5	60
4	Advanced Diploma	120
	Pre-Tertiary Certificate	30 - 60
	MATSEC Matriculation Certificate (Advanced and Intermediate)	N/A
	VET Level 4	120
3	Certificate	60
	MATSEC Secondary Education Certificate	N/A
	VET Level 3	60
2	Foundation Certificate	60
	MATSEC Secondary Education Certificate	N/A
	VET Level 2	60
1	Introductory Certificate	40
	VET Level 1	40

* Programmes assigned fewer ECTS than indicated will be classified as Awards.

Reference: Fig.2: p48, Malta Further and Higher Education Authority (MFHEA) (October 2024). Referencing Report, 5th Revised Edition.

BCOHS-506-2301: Health and Safety at Work

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

Occupational health and safety (OHS) is of extreme importance in any workplace. It refers to the policies, procedures and practices aimed at safeguarding the physical, mental and social wellbeing of employees, contractors, visitors and anyone else who may be affected by the workplace environment.

The key reasons why health and safety at work is so important are:

- he protection and promotion of the health and wellbeing of workers, thereby preventing work-related injuries, illnesses and fatalities and allowing employees to perform their duties without fear of harm, thereby contributing to their overall physical and mental wellbeing
- compliance with the laws and regulations pertaining to occupational health and safety
- significant cost savings for businesses since workplace accidents, injuries and illnesses lead to increased medical expenses, workers' compensation claims and lost productivity
- enhanced productivity due to higher employee morale and job satisfaction
- a positive reputation since a strong commitment to occupational health and safety enhances a company's reputation both internally and externally.

In this unit, learners will be introduced to the concept of safety at work. They will gain familiarization with key health and safety terminology and will also be introduced to occupational health and safety legislation. They will also be introduced to different types of hazards encountered in the workplace and how these affect the human body. The learners will become familiar with the classification and labeling of materials dangerous to health, the use of health and safety signage, personal protective equipment and fire safety.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Outline the importance of health and safety at work, occupational health and safety terminology and legislation.*
2. *Distinguish between different types of occupational hazards and their effect on the human body.*
3. *Categorise substances hazardous to health according to their classification and labelling.*
4. *Identify health and safety signage.*
5. *Examine personal protective equipment (PPE).*
6. *Appraise the importance fire safety.*

BCORG-506-1502: Organisation and Behaviour

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

This unit will give learners an insight into the behavior of employees and teams of employees in an organisation. They will explore how the culture and also the structure of the organisation have a huge influence on the individuals employed.

They will look at different sizes of organisation, from large organisations employing thousands of people, how they operate and be able to explain how it differs from a small local business with less than 100 employees.

Learners should consider the way an organisation is structured, how this structure can develop over time and what influence this has on the culture of that organisation, namely how employees are affected. The culture of an organisation goes a long way in shaping the behavior of employees. They will come to understand how difference in size of companies affect culture and behavior.

Learners will become familiar with the affect that the structure and culture of an organisation has on motivating the workforce and will look at how this affects the whole organisation. They will examine the different motivational theories that are used in organisations.

Learners will look at examples of developing a culture of teamwork in an organisation and how structure and culture contribute to patterns of behaviour in the workplace.

The learner will develop an understanding of how people behave within in an organisation and how this behavior is shaped by the structure and culture of the organisation.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Develop an understanding of how organisational structure and culture.*
2. *Explain management and leadership methods.*
3. *Explain how motivational theories are used in organisations.*
4. *Explain methods to allow effective teamwork to develop in organisations.*

BCOHS-506-2302: Human Anatomy and Physiology

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

Anatomy provides knowledge about the structure and organisation of the human body, including the arrangements of organs, tissues and systems, while physiology explores how these structures function and interact with each other. This knowledge helps safety personnel to understand how the body normally functions and identify abnormalities or injuries. It also helps them recognise potential hazards and take control measures to prevent injuries. By knowing the structure and mechanics of the body, one can identify activities, postures or environmental factors that may pose a risk to a person's health and safety.

This unit aims to give learners an introductory understanding of human anatomy and physiology. This will help the learners understand the importance of the establishment of appropriate safety protocols in workplaces, the design of ergonomic workspaces, the implementation of effective safety measures and the choice of appropriate personal protective equipment (PPE) to mitigate risks. It will also empower them to take informed decisions and give the necessary care in emergency situations such as occupational accidents.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Outline the basics of human anatomy and physiology.*
2. *Analyse the structures and functions of the skeletal, muscular and nervous systems.*
3. *Analyse the structures and functions of the cardiovascular, respiratory and integumentary systems.*
4. *Relate human anatomy and physiology to occupational health and safety.*

CDEDC-506-2012: Research Methods

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

This unit introduces undergraduate learners in vocational education and training to the key aspects of conducting research. Learners will examine the research process and thereby considers different aspects that a researcher needs to think through during this process. This will help learners to understand the dynamic nature of research. Learners are also exposed to qualitative and quantitative research approaches. The unit considers the design, data collection and analysis of different approaches. Learners will also look into the importance of publishing research, and how this can take various formats.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Examine the research process.*
2. *Use different qualitative methodologies and techniques when conducting research.*
3. *Apply quantitative methodologies and techniques when conducting research.*
4. *Describe the importance of writing and publishing a research paper.*

BCOHS-506-2303: General Introduction to the OHS Legislation

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

The aim of occupational health and safety is to prevent workplace-related injuries and illnesses. Government regulations concerning occupational health and safety provide workers with minimum standards of health and safety in the workplace. It also gives governments the right to enforce these regulations and prosecute employers who do not implement them in their workplaces to the detriment of workers and other people who may be affected by the work being carried out at the workplace.

This unit aims to give learners an introductory understanding of Occupational Health and Safety (OHS) Legislation in Malta. Learners will gain knowledge on the Occupational Health and Safety Authority Act (2000) and various Regulations made under this Act including Work Place (Minimum Health and Safety Requirements) Regulations, Work Place (First Aid) Regulations, Work Place (Provision of Health and/or Safety Signs) Regulations, Minimum Requirements for the Use of Personal Protective Equipment at Work Regulations, Control of Major Accident Hazard Regulations, Work Equipment (Minimum Safety and Health Requirements) Regulations, Work Place (Minimum Health and Safety Requirements for Work at Construction Sites) Regulations, Occupational Health and Safety (Payment of Penalties) Regulations and Occupational Health and Safety (Appeals Board) Regulations. The learners will also appreciate how these regulations can be used to establish minimum health and safety standards in workplaces.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Discuss the structure and need for the Health and Safety Legislation.*
2. *Appraise the key features of the Occupational Health and Safety Authority Act.*
3. *Appraise the key features of Occupational Health and Safety Regulations.*
4. *Justify the enforcement of Health and Safety Legislation.*

CDKSK-503-2330: Critical Thinking I

Unit level (MQF/EQF): 5
Credits: 3
Delivery Mode: Face to Face Learning
Total Learning Hours: 75

Unit Description

Critical Thinking is the intellectual discipline of actively and skilfully conceptualising, applying, analysing, synthesising, and evaluating information gathered from, or generated by, observation, experience, reflection, reasoning, or communication as a guide to belief and action.

This unit equips learners with sought after skills essential to the vocational and academic life. Its main focus is on frameworks of reflective practice and ideology which are exemplified through the building of a critical readership by means of close-reading techniques and reflective writing. By integrating theories of reflective writing and the nature of evidence from sources of information, this unit equips learners with the means to read, interpret, reflect and write critically and reflectively.

The application of close-reading techniques and ideology is also addressed in this unit. Close reading is the careful, critical analysis of a text that focuses on significant details or patterns in order to develop a deep, precise understanding of the text. Ideology is also addressed, with particular focus on areas of practical research that lie at the confluence of social, political, and technological concerns.

The final aim behind Critical Thinking I is to facilitate a deep, transformative, and unique learning experience.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Identify the different reflective frameworks that can be used to enable critical reflection and thinking.*
2. *Apply the appropriate methodology to write in an analytic and reflective manner.*
3. *Apply close-reading techniques to secondary research.*
4. *Explain the importance of ideology in critical thinking.*

BCOHS-506-2304: Hazards at Work – Occupational Health and Ergonomics

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

Hazards and ergonomics are two important concepts in workplace safety design. Hazards refer to potential sources of harm, danger or risk in the workplace that can lead to accidents, injuries or health problems for workers. Identifying and mitigating hazards is a fundamental aspect of occupational safety and health.

Ergonomics is the science of designing and arranging the workplace, products and systems to fit the capabilities and limitations of people. The goal of ergonomics is to optimize the interaction between humans and their environment to enhance safety, comfort, efficiency and overall well-being.

In this unit, learners will be introduced to the different types of occupational hazards and will learn to identify them in the workplace. They will also be introduced to the principles of ergonomics. At the end of the unit, the learners will be able to design ergonomic workplace settings and also ergonomic hand tools, controls and displays.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Outline the basics of occupational hazards and ways to mitigate them to ensure safer workplaces.*
2. *Outline the basics of ergonomics.*
3. *Design workplaces and hand tools ergonomically.*
4. *Design controls and displays ergonomically.*
5. *Describe work-related musculoskeletal disorders and ways to manage them.*
6. *Evaluate factors affecting manual material handling.*

BCOHS-506-2305: Incident Investigation and Reporting

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

Occupational accident investigations are extremely important since they contribute to improving workplace safety, preventing future accidents and fostering a healthier and more productive work environment.

In this unit, learners will be introduced to incident reporting and investigation and will familiarize themselves with relevant legislation and codes of practice. They will learn how to conduct an occupational accident investigation and how to analyse the findings. Learners will also be taught how to compile an investigation report.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Outline the basics of incident, accident and near-miss reporting and investigation.*
2. *Interpret relevant legislation and codes of practice.*
3. *Discuss the stages of an investigation and methods of analysing findings.*
4. *Formulate an investigation report.*

BCOHS-503-2306: OHS Management Systems

Unit level (MQF/EQF): 5
Credits: 3
Delivery Mode: Face to Face Learning
Total Learning Hours: 75

Unit Description

In order to create and maintain a safe and healthy working environment, and comply with the Occupational Safety and Health (OSH) requirements pursuant to national laws and regulations, OSH Management Systems need to be implemented.

Decades ago, occupational safety and health (OSH) problems were initially perceived as mainly technical problems that required technical solutions. Recently, it has been recognized that other issues such as human factors and behavioural and organizational cultural matters also have an impact on these problems. Today, it is broadly acknowledged that all these factors are important and the management of OSH requires an integrated approach.

The unit will introduce the learners to the important concept of OHS management systems. Learners will be introduced to the elements of OSH Management Systems namely, policy, organization, planning, implementation, measurement of performance, audits and reviews. Learners will be introduced to the ISO 45001 standard which has replaced OHSAS 18001.

This unit will also make learners aware of the benefit of OHS Management Systems.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Outline the function of an OHS Management System.*
2. *Analyze the main elements of an OHS Management System.*
3. *Analyze ISO standard 45001:2018.*
4. *Comply with an OHS Management System at a workplace.*

BCOHS-506-2307: Risk Assessment and Control of Risks

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

The unit will introduce the learners to the important concept of the risk assessment. A risk assessment is important in the field of occupational health and safety as it reduces the risk of accidents and ill-health. Learners will explore how a risk assessment is undertaken and its application. Learners will also be made aware on how the risk assessment is an integral part of the occupational health and safety management system at the workplace.

This unit will focus on what a risk assessment is, the different types of risk assessments that can be carried out and the methods used to quantify a risk. It will also, include methods how one can carry out a risk assessment together with the involvement of the workers' occupational health and safety representatives and employees. Additionally, learners will understand the concept that the risk assessment process will encourage the communication and participation of employees at the workplace. Learners will be also be introduced to the hierarchy of controls when dealing with a hazard and which control measures need to be implemented in order to mitigate the encountered hazard. This unit will also make learners aware of the legal obligations when performing a risk assessment with special focus on manual handling, exposure to noise, chemicals, asbestos, mutagens, carcinogens, young workers and pregnant women amongst others.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Outline the basics of a risk assessment in health and safety.*
2. *Analyse the process of the risk assessment in health and safety.*
3. *Describe methods of implementation of control measures in a risk assessment.*
4. *Determine how a risk assessment is to be carried out according to OHS legislation.*

ETPRJ-506-1521: Research Project

Unit level (MQF/EQF): 5
Credits: 6
Delivery Mode: Face to Face Learning
Total Learning Hours: 150

Unit Description

The aim of this unit is to enable students to identify and explore areas of personal interest through a sustained research effort which would develop skills to enquire independently using a structured approach. The unit will develop skills which are transferable as well as essential to be successful in any job roles within industry or academia.

The students will develop skills in developing research proposals by applying recognized research techniques. Students will develop themselves in the use of appropriate methodologies and application of statistical techniques and various software available. Students will develop a sound understanding in writing research proposals which are topical and are of relevance to the needs of the stakeholders.

Students will address any health and safety issues as well as ethical considerations arising out of the proposed research activities

Though it is expected that the student will choose a research area which is in line with their programme of study, the research topic should be the one which draws upon learning across the programme and which is substantial enough to be considered adequate at this level.

Students will develop their projects by starting with a proposal identifying aims, objectives, possible hypothesis or research questions and methodology which will be subject to approval by the supervisor. Students will collect and analyse data and present their findings in an appropriate manner.

Learning Outcomes

On completion of this unit the learner will be able to

1. *Develop a research proposal.*
2. *Carry out the research project.*
3. *Present the research findings.*