

## COURSE DESCRIPTION

# CHV091 – Project Management Health & Safety for Sales, Marketing and Lead Engineers

### Course goal

The course provides awareness of occupational health & safety in projects so that risks are identified early and flow into the further project planning. Basis and support is the H&S Plan.

### Main learning objectives

#### Participants

- gain awareness of the purpose and objectives of the H&S Plan
- know the roles involved and their responsibilities
- identify hazards that affect the H&S Plan before contract closing
- know the structure of the H&S Plan.

### Participant profile

Sales managers, employees of sales organizations, marketing and lead engineers, etc.

### Prerequisites

Willingness to participate actively throughout the entire course.

### Topics

- Why occupational health & safety protection?  
*Basic principles, effects, causes*
- Why is an H&S Plan necessary?  
*Reasons, goals, project phases*
- Project definition  
*Customer requirements and expectations, local requirements, identify H&S hazards in the project plan*
- H&S policy and goals  
*Policy and goals in projects*
- Risk identification and risk management  
*System definition, risk assessment, risk response, process monitoring*
- H&S organization and responsibilities  
*Project organization chart, definition of responsible functions*

- Communication  
*Defining communication, communication barriers*
- Contractors  
*Selection, contract scope, monitoring, evaluation*
- Resources  
*Budgeting and provision*
- Training and expertise  
*Qualification of all employees, planning and execution, corrective measures*
- Supervision and corrective measures  
*Defining and conducting a monitoring process*
- Project completion  
*Project handover to the project leader*

### Course type

This is a face-to-face class room training with min. 7 and max. 16 participants.

### Learning methods and tools

Presentations, discussions, video, case studies, individual learning and group work.

**Laptop** or tablet is required to have access to the e-documentation. Please bring your own device.

### Duration

0.5 day