National Irish Safety Organisation

Training Brochure
National Irish Safety Organisation

Introduction to NISO training

Occupational Safety and Health Training
National Irish Safety Organisation has been providing occupational safety and health training for over 20 years. Built by health and safety experts, safety is the core of our organisation. We strive to ensure that we provide learners with exemplary training delivered by highly trained and experienced health and safety professionals.

Public Courses
NISO runs public courses in the NISO Training Centre in Ballymount, Dublin 12. Our training rooms and facilities are spacious, comfortable and well equipped. Visit our website niso.ie under the Health & Safety Training tab for public course dates and to book online.

In-House Training
NISO also provides in-house training by request. Contact NISO on 01 465 9760 or email info@niso.ie to discuss your in-house training needs.

Our Tutors
NISO’s tutors are health and safety professionals with the experience and know-how to deliver exceptional training, sharing insights and real life scenarios. When it comes to safety training, the ability to apply lessons to real life situations is imperative - our training objectives go beyond simply getting our learners through the course.

Accreditation
- NISO is an Approved Training Organisation (ATO) registered with SOLAS.
- Courses run by NISO are accredited by either QQI, IOSH or NISO.

Membership Rates
We offer NISO members a discounted rate on all training courses. See page 19 for more information on NISO membership or visit niso.ie under the “Join Now” tab.

Courses currently on offer with NISO:

**NISO Certified Courses**
- Introduction to Health and Safety for the Non Safety Specialist
- Manual Handling Basic
- NISO Introduction to Occupational Health and Safety
- Occupational First Aid Re-Certification
- Risk Assessment
- Safety Representation
- VDU/DSE Assessor
- Workplace Safety

**QQI Certified Courses**
- Manual Handling Instructor
- Occupational First Aid Certificate
- Risk Assessment
- Safety Representation

**IOSH Certified Courses**
- Managing Safely
- Working Safely

**SOLAS Safe Pass**
- Safe Pass (Dublin, Cork, Clonmel, Kilkenny)

**Speciality Courses**
- Hand Arm Vibration Syndrome (HAVS) Management
- Noise Safety

Visit our website for up to date information on courses, accreditation and events. All courses can be booked online or you can contact us on 01 465 9760 to discuss your training needs.
INTRODUCTION TO HEALTH AND SAFETY FOR THE NON SAFETY SPECIALIST

NISO Certification (Two-day course)

RATIONALE
Workplace legislation has become increasingly complex and requires all levels of management to have a basic understanding of the issues, roles and responsibilities involved.

OBJECTIVES
• To provide an introduction to the key duties and responsibilities prescribed under health and safety law in Ireland;
• to provide an update on more recent changes to legislation.

COURSE CONTENT INCLUDES
• Safety and health structure - legislation development and the Health and Safety Authority’s role
• Review of health and safety legislation
• Roles and responsibilities
• The Safety Statement
• Hazard identification, accident investigation and reporting
• Worker training, risk assessment and control programmes
• Risk assessment and safety communications workshop

WHO SHOULD ATTEND?
This course is ideal for non-safety specialists at all levels in organisations including: HR, purchasing, finance, facilities management, operations and maintenance department staff.

ADDITIONAL INFORMATION
Course materials: NISO will provide a course manual and comprehensive e-resources.
Assessment: Learning outcomes will be assessed.
Cost: €390 NISO members / €450 non-members.
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.

MANUAL HANDLING BASIC

NISO Certification (Half-day course)

OBJECTIVES
• To increase awareness of safe manual handling of loads and to reduce the risk of occupational injury while carrying out manual handling tasks in the workplace;
• to identify the skills and techniques involved in safe lifting, putting down, pushing, pulling, carrying or, moving a load;
• to gain practice and feedback on these skills and techniques;

WHO SHOULD ATTEND?
Any person who is involved in manual handling in the workplace and wants to learn how to conduct a personal risk assessment and move and handle loads safely.

COURSE CONTENT INCLUDES
• Health and Safety Legislation
• Workplace hazards, risks of injury, exposure controls
• Body mechanics, normal movement, dangerous movement
• Eight principles of safe lifting (theory and practice)
• Injury prevention

ADDITIONAL INFORMATION
Requirements: Learners are required to demonstrate lifting techniques: they must be physically capable of lifting in order to participate in the course.

Note: This course covers the general principles of safe manual handling. Additional training specific to the employee’s work and workplace may be required.

Course materials: NISO will provide a training pack.
Assessment: Learners are required to undertake a written and practical exam.
Cost: €50 NISO members / €60 non-members.
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
NISO INTRODUCTION TO OCCUPATIONAL HEALTH AND SAFETY

NISO Certification
(Two hours per week over 13 weeks)

OVERVIEW
The NISO Introduction to Occupational Health and Safety course takes place in Limerick Institute of Technology and Athlone Institute of Technology in spring and autumn each year.

OBJECTIVES
The primary objectives of this course are to equip participants with the knowledge to work safely in a variety of workplaces and to comply with the competency requirements laid down in the Safety, Health and Welfare at Work Act 2005 and the Safety, Health and Welfare at Work (General Application) Regulations 2007.

COURSE CONTENT INCLUDES
- Irish Law
- Health and Safety Legislation
- Risk Management
- Safety Management
- Fire Safety, Emergency Planning and First Aid
- Ergonomics
- Physical Hazards
- Chemical Safety
- Psychosocial Hazards
- Occupational Health
- Accident Causation and Investigation
- Construction Safety
- Agricultural Safety

WHO SHOULD ATTEND?
- Managers, supervisors and safety representatives
- Persons who have some responsibility for safety and health at work
- Persons who wish to gain knowledge in this area

ADDITIONAL INFORMATION
Course contacts:
Limerick IT: FLLimerick@lit.ie / 061 293802
Athlone IT: sreidy@ait.ie / 090 6471842

Course materials: Comprehensive learning materials are supplied including learner manual, e-resources and NISO-designed risk assessment templates.

Assessment: Two hour written exam plus risk assessment assignment.

Cost: €425 NISO members / €525 non-members.

Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.

NISO CERTIFIED COURSES

OCCUPATIONAL FIRST AID RE-CERTIFICATION

NISO Certification
(One-day course)

IMPORTANT NOTICE
This course is open to occupational first aiders who can show NISO a valid FETAC/QQI Occupational First Aid certificate and re-certification certificates where applicable.

If the learner is attending a one-day refresher after two years there is a 90-day grace period.

If a learner has exceeded the two years and 90 days then they will have to attend the three-day course again (see p.8).

OBJECTIVES
- To ensure first aiders keep up to date with developments in occupational first aid practices, changes in legislation and relevant guidelines;
- To update knowledge and practical skills in administering first aid in the workplace especially when these skills may only be intermittently used.

COURSE CONTENT INCLUDES
- Accident scene management
- Circulation, wounds and bleeding
- Respiration, asphyxia and Cardio Pulmonary Resuscitation (CPR)
- CPR – 50% to include student practice
- Automatic External Defibrillator (AED) training
- Unconsciousness
- Fractures, sprains, strains and dislocations
- Burns and scalds, chemical poisons, electric shock
- Medical emergencies, crush and spinal injuries
- Casualty transportation

WHO SHOULD ATTEND?
Persons with a valid Irish Occupational First Aid Certificate who wish to update and refresh their knowledge and skills in administering first aid.

ADDITIONAL INFORMATION
Requirements: Copy of current Occupational First Aid Certificate; PPS number and date of birth for QQI verification.

Course materials: First aid training materials available for participants to practice their skills throughout the course.

Assessment: Exam (multiple choice questions) and practical skills assessment.

Cost: €190 NISO members / €199 non-members.

Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
RISK ASSESSMENT - BASIC CONCEPTS

NISO Certified Courses

RATIONALE
All employers are legally required to identify workplace hazards and assess and control associated risks to workers and others in the workplace.

OBJECTIVES
To equip the learner with the knowledge, skill and competence to carry out risk assessments and implement risk control measures in an office or service environment while under the general direction of a safety specialist.

COURSE CONTENT
- Understand risk assessment concepts
- Workplace safety and health legislation
- Risk assessment and control
- Hazard identification and risk assessment
- Undertake a risk assessment based on specific workplace hazards
- Risk evaluation-assessing significance: (severity/frequency/probability)
- The Hierarchy of Control

WHO SHOULD ATTEND?
This course is designed as an introduction to risk assessment for managers and workers.

ADDITIONAL INFORMATION
Course materials: NISO will provide a training pack and e-resource materials.
Assessment: Learning outcomes will be assessed.
Cost: €390 NISO members / €450 non-members.
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.

SAFETY REPRESENTATION

NISO Certified Courses

RATIONALE
Guidance from the Health and Safety Authority recommends a minimum standard of training for workplace Safety Representatives.

OBJECTIVES
- To provide an introduction to health and safety legislation;
- the key functions of safety representatives prescribed under health and safety legislation and;
- workplace risk identification and control.

COURSE CONTENT
- Health and safety legislation
- Roles and functions
- The Safety Statement, hazard identification and risk assessment
- Workplace hazards, sources of hazards and the requirement for prevention and control
- Accident causation, prevention and policies
- Review risk assessment methods and documentation
- Communication and effective participation in meetings

WHO SHOULD ATTEND?
This course is designed for both worker and manager safety representatives and safety committee members.

ADDITIONAL INFORMATION
Course materials: NISO will provide a training pack and e-resource materials.
Assessment: Learning outcomes will be assessed.
Cost: €390 NISO members / €450 non-members.
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
WORKPLACE SAFETY

NISO Certification
(One-day course)

RATIONALE
This programme is designed to provide the learner with an appreciation of the importance of workplace safety.

OBJECTIVES
To equip the learner with the knowledge, skills and competence to appreciate the importance of workplace safety. It is designed to develop skills in handling workplace items and safety equipment safely and effectively.

COURSE CONTENT INCLUDES
• Workplace terminology, workplace areas, workplace business operations and organisation
• The role of the Health and Safety Authority; the role of the employer and employee as required in workplace legislation
• Introduction to risk assessments and the safety statement
• Identify workplace hazards, controls and safe work practices.

WHO SHOULD ATTEND?
Those preparing for employment or newly employed; employees with an interest in gaining an understanding of workplace safety.

ADDITIONAL INFORMATION
Course Material: NISO will provide a training pack and e-resources.
Assessment: Written exam (multiple choice questions).
Cost: €120 NISO members / €145 non-members.
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
MANUAL HANDLING INSTRUCTOR COURSE 6S0242

QCI Level 6 (Special Purpose) Award
(Five-day course over two weeks: three days week one; two days week two)

OVERVIEW
Participants on the course are trained to conduct manual handling risk assessments and deliver manual handling training both in-company and externally.

Instructional skills as well as the theoretical and practical aspects of manual handling are addressed.

OBJECTIVES

- To instruct others on the theory and techniques of safe manual handling;
- To conduct manual handling task risk assessments related to the organisation’s needs;
- To recommend preventative measures in order to eliminate or reduce the associated risks of injury while carrying out manual handling tasks;

COURSE CONTENT INCLUDES

- Legislation and health benefits pertaining to manual handling
- Anatomy and back care
- Ergonomic principles and risk assessments
- Manual handling principles and techniques
- Planning and design of manual handling training techniques
- Delivery of manual handling training programmes

WHO SHOULD ATTEND
Those wishing to attain the skills and knowledge required to be able to develop and deliver manual handling sessions in their workplace or in-company.

ADDITIONAL INFORMATION

Requirements: Good command of spoken and written English; be physically capable of lifting in order to participate in the course; PPS number and date of birth for QQI registration.

Course materials: NISO will provide a course manual and e-resource materials.

Assessment: Written exam, practical exam and an assignment to be completed in participants’ own time.

Cost: €745 NISO members / €795 non-members

Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
OCCUPATIONAL FIRST AID (OFA) 5N1207

QQI Level 5 (Minor) Award
(Three-day course)

RATIONALE
Employers are required to have a number of certified Occupational First Aiders in the workplace to administer first aid as required by the Safety, Health and Welfare at Work Act 2005 and the (General Application) Regulations 2007. The number of first aiders required is specified in the HSA Guidelines on First Aid at Places of Work.

OBJECTIVES
- To provide the occupational first aider with the necessary skills to administer effective first aid in the workplace;
- to deal with emergencies;
- to assess and treat injuries;
- to maintain care and comfort of the casualty until medical treatment can be provided;
- to comply with occupational health and safety legislation.

COURSE CONTENT INCLUDES
- responsibilities of first aider, assessment and accident procedure;
- principles of treatment; the nervous system; head injuries;
- shock, fainting, unconsciousness;
- patient approach, examination of casualty, recovery position;
- asphyxia and its causes;
- Cardio Pulmonary Resuscitation (CPR) practical; Automatic External Defibrillator AED training;
- examination of the eye, treatment of foreign bodies;
- chemical splashes; poisoning;
- burns and scalds, corrosive injuries, chemical splashes;
- blood and the circulation, wounds and bleeding, control of bleeding;
- dressings and bandages – application, including improvisation;
- fractures – causes, types, signs and symptoms;
- sprains, strains and dislocation; crush injuries – general rules for treatment;
- handling and transport including improvisation;
- dressing and bandaging fractures;
- epilepsy, asthma and diabetes – definition, causes, treatment;
- emergency first aid kits – contents;
- revision – theory and practical; final examination.

WHO SHOULD ATTEND?
Persons who want to qualify as an occupational first aider and deliver first aid in an occupational setting.

ADDITIONAL INFORMATION
Requirements: Good working knowledge of written and spoken English; a Level 4 Certificate, Leaving Certificate or equivalent qualifications and/or life and work experience; PPS number and date of birth for QQI registration.

Validity: The certificate is valid for two years. To maintain the validity of the certificate, a one-day re-certification course must be attended before the two-year period is up.

Course materials: NISO provided First Aid Guidebook.
Assessment: Written exam and practical exam.
Cost: €325 NISO member / €350 non member.
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
RISK ASSESSMENT 5N3042

**QQI Level 5 (Minor) Award**
(Four-day course)

**RATIONALE**
The purpose of this award is to equip the learner with the knowledge, skill and competence to carry out risk assessments and implement risk control measures in an office environment, operating independently while under general direction.

**OBJECTIVES**
- To develop an understanding of the concepts associated with workplace risk assessment and associated legislation;
- to recognise the factors that contribute to workplace hazards and risk to workers;
- to undertake a variety of risk assessments and risk evaluations based on specific workplace hazards.

**COURSE CONTENT INCLUDES**
- The principles and practice of risk assessment in an office environment, to include its function as part of an overall management system, and the different types of risk assessment used
- Hazards and risks in the workplace, to include the distinction between hazards and risks, and an appropriate method to manage each
- The relevant sections of legislation, regulations, codes and standards governing risk assessment and management of hazards and risks in the workplace, to include the legal responsibilities of the employer and the employee and the consequences of non-compliance
- Implementation of safe systems of work to include use of equipment, task analysis and assessment of current control measures, documenting process and procedure changes and reporting systems for accidents and near misses
- Essential safety checks in the workplace, to include, as appropriate, examination and inspection of personal protective equipment, tools, machines and other work-related equipment

- Hazard identification, risk assessment and hazard control in the workplace
- Undertake risk assessments for diverse risks in the workplace, to include documentation of risks, risk significance, controls such as safe systems of work and auditing

**WHO SHOULD ATTEND?**
This course is designed for those with an interest in basic workplace risk assessment technique.

**ADDITIONAL INFORMATION**

**Requirements:**
- To access programmes leading to this award the learner should have completed a Level 4 Further Education and Training QQI Certificate or The International English Language Testing System (IELTS) at L5 Upper Intermediate to Advanced or equivalent.
- The programme is suited to the adult learner with workplace experience. Learners come from a variety of educational backgrounds and bring a wealth of experience, which they are encouraged to share, to classroom discussions and debate.
- The programme will be open to all office-based employees who require the skills and knowledge outlined in the risk assessment programme.

**Course materials:**
NISO will provide a course manual and e-resource materials.

**Assessment:** Learning outcomes will be assessed. Assessment will include submission of a portfolio of work, an exam and a skill demonstration.

**Cost:** €745 NISO members / €795 non-members.

**Upcoming dates:** Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
## NISO Certified Courses

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## QCI Certified Courses

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<td>Risk Assessment</td>
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## IOSH Certified Courses

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## SOLAS Safe Pass

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## Speciality Courses

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<td>Noise at Work Risk Assessment and Management Training</td>
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## NISO Certified Courses

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## QQI Certified Courses

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## IOSH Certified Courses

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## SOLAS Safe Pass

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## Speciality Courses

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HEALTH AND SAFETY REPRESENTATION 5N1451

QNI Level 5 (Minor) Award
(Three-day course)

RATIONALE
The purpose of this award is to provide the knowledge, skill and competence to enable the learner to promote and maintain safety and health in the workplace and represent employees on health and safety issues.

OBJECTIVES
This programme of learning suggests how consultation on safety, health and welfare issues should be undertaken between employer and employees generally and between the employer and the safety representative(s) chosen by the employees.

COURSE CONTENT
- Key Irish health and safety legislation, codes of practice and guidance
- How criminal and civil law functions to protect employees
- The powers of the key state agency with responsibility for health and safety
- The role, rights and functions of the safety representative and the safety committee; the duties of the employer and the employee
- Content of The Safety Statement
- Key concepts in health and safety, problem solving and sourcing information
- Hazard identification, risk assessment requirements and workplace control measures
- Procedure development
- Occupational health, health promotion and psychosocial hazards
- Accident causation, investigation, documentation, reporting and future prevention strategy
- Strategies for workplace inspection, communication and the promotion of workplace safety culture

WHO SHOULD ATTEND?
This course is designed for both worker and manager safety representatives and safety committee members.

ADDITIONAL INFORMATION
Preferred entry level and special requirements:
- To access programmes leading to this award the learner should have completed a Level 4 Further Education and Training QQI Certificate or The International English Language Testing System (IELTS) at L5 Upper Intermediate to Advanced or equivalent.
- The programme is suited to the adult learner with workplace experience. Learners are volunteers, elected by their peers, who agree to represent their fellow workers in discussions with employers on matters relating to health and safety.
- The position is supported in legislation through required training and the provision of certain rights; there is no legal accountability associated with the role.
- Learners represent all industrial, service, public and private sectors and have a variety of educational achievements and skills.
- Learners are encouraged to share their wealth of experience through classroom discussions and debate.

Course Material: NISO will provide a training pack and e-resource materials.

Assessment: Learning outcomes will be assessed. Assessment will include a project, a written exam and a skill demonstration.

Cost: €600 NISO members / €650 non-members.

Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
National Irish Safety Organisation

IOSH Certified Courses

**IOSH MANAGING SAFELY**

**IOSH Certificate**
( Four-day course )

**RATIONALE**
Managing safely is designed for managers and supervisors in any sector, and any organisation. Participants will get up-to-speed on the practical actions, necessary information and tools that are needed to tackle the safety and health issues they’re responsible for. Managing Safely reinforces health and safety as an essential part of all managerial roles.

**OBJECTIVES**
- To provide a comprehensive review of the health, safety and environmental basics;
- to assist managers in identifying safety-related measures to decrease lost time due to workplace accidents;
- to provide managers with the tools to improve company-wide safety culture.

**COURSE CONTENT INCLUDES**
- Assessing risks
- Controlling risks
- Understanding responsibilities
- Understanding hazards
- Investigating incidents
- Measuring performance
- Protecting our environment

**WHO SHOULD ATTEND?**
This course is suitable for managers and supervisors.

**ADDITIONAL INFORMATION**
Course materials: IOSH will provide student workbook and materials.
Assessment: 30 minute written and practical assessment.
Cost: €645 NISO members (price includes €150 for IOSH Exams and Certificates) / €700 non-members (price includes €150 for IOSH Exams and Certificates).
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.

**IOSH WORKING SAFELY**

**IOSH Certification**
( One-day course )

**RATIONALE**
It is essential to instil health and safety awareness organisation-wide and for employees to take an active role in ensuring their own safety and the overall safety of the workplace.

**OBJECTIVES**
- To improve company-wide safety awareness culture and appreciation for safety measures;
- to encourage active employee involvement in improving workplace safety;
- to give employees an understanding of why they must work safely.

**COURSE CONTENT INCLUDES**
- Defining hazard and risk
- Identifying common hazards
- Improving safety performance
- Protecting our environment

**WHO SHOULD ATTEND?**
This course is for employees at any organisational level, in any workplace sector.

**ADDITIONAL INFORMATION**
Course materials: IOSH will provide student workbook and materials.
Assessment: 30 minute written and practical assessment.
Cost: €195 NISO members (price includes €75 for IOSH Exams and Certificates) / €220 non-members (price includes €75 for IOSH Exams and Certificates).
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
SAFE PASS

(SOLAS Safe Pass Health and Safety Awareness Programme)
(One-day course; 08.00hrs to 17.00hrs)

IMPORTANT NOTICE: Participants on the Safe Pass training course MUST have their Irish PPS number or SOLAS-issued process number on the day of training. Contact NISO on 01 465 9760 or info@niso.ie with any queries.

RATIONALE
Safe Pass is a one-day course for all construction site personnel, including construction apprentices and trainees.

The training programme has been designed to ensure that participants have a basic knowledge of health and safety and are aware of the inherent dangers on construction sites.

OBJECTIVES
• To ensure that workers on construction sites are not a risk to themselves or to their co-workers;
• to raise the standard of health and safety in the construction industry;
• to ensure that all construction site personnel undergo basic health and safety awareness training with the view to making a positive contribution to the prevention of accidents and avoidance of health hazards;
• to provide all participants with a SOLAS Safe Pass registration card that will indicate that the holder has attended a formal course in health and safety awareness.

COURSE CONTENT INCLUDES
• Promoting a safety culture
• Duties and responsibilities at work
• Accident reporting and prevention
• Working at heights
• Excavations and confined spaces
• Working with electricity underground and overhead services
• Personal protective equipment
• Use of hand held equipment, tools and machinery
• Safe use of vehicles
• Noise and vibration
• Manual handling
• Health and hygiene

WHO SHOULD ATTEND
All construction site personnel, including new entrants, construction apprentices and trainees, and others who require Safe Pass to gain access where there is a requirement to have Safe Pass.

VALIDATION/CERTIFICATION
Participants who have successfully completed the Safe Pass Training Programme will be registered with SOLAS and issued with a registration card.

ADDITIONAL INFORMATION:
Requirements: to attend the course participants need to bring an Irish PPS number or SOLAS-issued process number, one passport-sized photograph, photo ID and a good working knowledge of English.
Assessment: Written exam (multiple choice questions).
Training venues: Dublin, Clonmel, Cork, Kilkenny
Cost: €89 NISO members / €95 non-members (includes €23 SOLAS fee).
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.

RATIONALE
Safe Pass is a one-day course for all construction site personnel, including construction apprentices and trainees. The training programme has been designed to ensure that participants have a basic knowledge of health and safety and are aware of the inherent dangers on construction sites.

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• To ensure that workers on construction sites are not a risk to themselves or to their co-workers;
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Assessment: Written exam (multiple choice questions).
Training venues: Dublin, Clonmel, Cork, Kilkenny
Cost: €89 NISO members / €95 non-members (includes €23 SOLAS fee).
Upcoming dates: Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
**HAND ARM VIBRATION RISK ASSESSMENT AND MANAGEMENT TRAINING**

**IOSH Certification**  
(Two-day course)

**RATIONALE**  
Hand Arm Vibration Syndrome (HAVS) is often underestimated and misunderstood. This course will enable health and safety personnel manage HAVS more effectively.

**OBJECTIVES**  
Participants will gain knowledge and confidence to identify their organisation's obligations, assess vibration at work risks and take appropriate steps if required. Participants learn to professionally present and manage a vibration control action plan.

**COURSE CONTENT INCLUDES**

- Day One
  - HAVS symptoms
  - The scale of the HAVS problem
  - HAVS Management Programme
  - Vibration Parameters
  - Measuring Hand Arm Vibration
  - Practical Demonstrations
  - Introduction to Calculating Risk
  - Homework

- Day Two
  - Homework Review
  - “Best Management Practice”
  - Vibration Calculation Procedures
  - Practical Session
  - Reporting
  - Written Examination

**WHO SHOULD ATTEND?**  
Health and safety officers, health and safety managers and anyone wishing to understand/implement vibration measurement and vibration control.

**ADDITIONAL INFORMATION:**  
**Assessment:** 1.5 hr open book written exam leading to IOSH certificate; CPD Points.  
**Cost:** €800 NISO members (to include €150 IOSH exams and certificates) / €1,000 non-member (to include €150 IOSH exams and certificates).  
**Upcoming dates:** Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.

**NOISE AT WORK RISK ASSESSMENT AND MANAGEMENT TRAINING**

**IOSH Certification**  
(Four and a half days)

**RATIONALE**  
Noise control is now considered to be a key aspect of health and safety policy. Reducing risk via noise measurement and noise control is a science. More organisations are therefore realising the value in professionally educating their health and safety staff to undertake this task.

**OBJECTIVES**  
Delegates gain knowledge and confidence to successfully identify their organisation’s obligations, assess noise at work risks and take appropriate steps if required.

**COURSE CONTENT INCLUDES**

- The effects of noise induced deafness; How the ear works
- Units of noise measurement
- Sound propagation; Sound absorption and insulation
- Noise management programme
- Noise instrumentation (practical session)
- Noise assessments; Noise measurement procedures
- Noise control
- Site visit
- Revision and written examination

**WHO SHOULD ATTEND?**  
Health and safety officers, health and safety managers and anyone wishing to understand/implement noise measurement and noise control in their workplace.

**ADDITIONAL INFORMATION**  
**Assessment:** 2.5 hr open book written exam leading to IOSH certificate; CPD Points  
**Cost:** €1,750 NISO members (to include €250 IOSH exams and certificates) / €2,100 non-members (to include €250 IOSH exams and certificates).  
**Upcoming dates:** Visit niso.ie or contact NISO on 01 465 9760 / info@niso.ie for upcoming course dates.
Founded in 1963, National Irish Safety Organisation (NISO) is a national not for profit, membership-based organisation dedicated to promoting occupational health and safety awareness in Irish workplaces.

For over 50 years, NISO has been the leading body providing training and advice in the area of workplace health and safety. NISO works to help its members achieve safe and healthy working conditions through promoting best practice, providing training and advice, building strong safety cultures and creating awareness to help prevent injury in the workplace.

**NISO events and activities**

**Annual Conference**

Annual Health and Safety Conference and Trade Exhibition – Ireland’s premier health and safety events.

**Safety Awards**

NISO/NISG All Ireland Occupational Safety Awards – the preeminent health and safety awards scheme on the island of Ireland.

**Safety Quiz**

NISO/NISG All Ireland Safety Quiz - annual safety table quiz.

**Health and Safety Seminars and Workshops**

NISO holds seminars and workshops on various health and safety topics throughout the year. Some of the more recent seminars and workshops held by NISO include:

- Farm Safety
- Fire Safety Management
- Safety Representation
- Management of Asbestos
- Hand protection and PPE

**Publications**

NISO produces two health and safety publications: the quarterly *NISO Update* magazine for NISO members, and the *Safety Observer* e-newsletter (eight editions per year), sent by email.
Recognition of Prior Learning
Please note the requirements for entry to the various programmes of learning as outlined in the training brochure. NISO will provide, on request, information on the arrangements for Recognition of Prior Learning and alternate means for entry, access to awards for each programme and further progression to ongoing learning.

Learner needs
If additional services/assistance are required by participants, for example, disability access, the services of a scribe, or any other assistance please discuss this with NISO personnel during the registration process.

Please be advised that learners will be required to participate in all required skill assessments, e.g., learners on Manual Handling training will be required to demonstrate the skills learned.

Protection of enrolled learners
Part 6 of the Qualifications and Quality Assurance (Training and Education) Act, 2012, requires that arrangements are made to ensure alternate providers are available to deliver programmes if the programmes are longer in duration than three months. This section does not apply to any courses delivered by NISO as they are all delivered within three months. NISO is a well established organisation and has been in existence since 1963.

Penalty for violation of assessment rules
Participants who violate any rules relating to coursework assessment may have all or part of their assessments cancelled and may have their award withheld.

Equality
NISO endeavours to recognise and remove obstacles including biases and formal barriers to equality. Employment Equality, Student Equality and General Equality principles will be applied to activities undertaken within the organisation.

Data Protection
NISO is committed to the safeguarding of the privacy rights of individuals in relation to the processing of personal data. The Data Protection Act 1988 and the Data Protection (Amendment) Act 2003 confer rights on individuals regarding their information as well as responsibilities on those persons collecting and processing personal data. NISO will not collect data of a sensitive, personal nature. Learner’s PPS number and date of birth are required by QQI for certification. Following external authentication of course results and a Panel Review meeting, the required data will be entered into the QQI website and the single, hard copy containing these details will be shredded. NISO will retain all other documents completed by the learner e.g. assignments, exam results and feedback sheets.
SOLAS Safe Pass Health and Safety Awareness Programme
As per SOLAS requirements, participants on the SOLAS Safe Pass course must have their Irish PPS number or SOLAS-issued process number on the day of training. PPS numbers are not supplied to NISO personnel – participants will provide this to the Safe Pass tutor on the day of the training.

Use of your personal information
NISO collects and uses your personal information to operate and improve its site and services. These uses may include providing more effective customer service or making the website or services easier to use.

Except as described in this statement, we will not disclose personal information outside of NISO without consent. We occasionally hire other companies to provide limited services on our behalf, such as handling the processing and delivery of mailings, providing customer support, hosting websites, processing transactions, or performing statistical analysis of our services. Those service providers will be permitted to obtain only the personal information they need to deliver the service. They are required to maintain the confidentiality of the information and are prohibited from using it for any other purpose.

Security of personal information
NISO is committed to protecting the security of personal information. We use a variety of security technologies and procedures to help protect personal information from unauthorised access, use or disclosure.
Become a part of Ireland’s largest Health and Safety community from as little as 57 cent per day!

Founded in 1963, National Irish Safety Organisation (NISO) is a national not for profit membership-based organisation dedicated to promoting occupational health and safety awareness in Irish workplaces.

Why join NISO?

• Become part of an organisation committed to health and safety at work
  o As a not for profit organisation with charitable status, your membership of NISO supports our endeavours to promote occupational health and safety awareness.
  o You will be part of Ireland’s largest health and safety community committed to delivering the highest standards of occupational health and safety in Irish workplaces.

• Raise awareness of your organisation and its health and safety work

• Networking opportunities

• Take part in NISO’s health and safety events
  o Annual Health and Safety Conference and Trade Exhibition
  o All Ireland Safety Awards
  o All Ireland Safety Quiz
  o Health and Safety Workshops and Seminars

• Membership Pack and benefits, including:
  o Membership certificate
  o Two member vouchers redeemable against NISO seminars and workshops
  o Permission to use NISO member logo
  o Up to 25% discount on NISO courses and events
  o Access to NISO’s publications and “Member Only” webpages

Visit niso.ie under the “Join Now” tab or contact us on 01 465 9760 or email info@niso.ie for further information on NISO membership.
Taking a stand for safety

Contact us on +353 (0)1 465 9760 or email info@niso.ie for more information.
Callsave 1850 SAFETY / 1850 723389

NISO Head Office and Training Centre