

SECTION A: CATALOGUE

CODE: HEQC/H06/LAW/SPILR (Non Credit-bearing SLP)

TITLE: Introductory programme in Industrial Legal Risk

NQF LEVEL: 5

CREDITS: Non credit bearing **NOTIONAL LEARNING HOURS:** -

FORMAL CONTACT TIME: Minimum 52 hours of workshops and additional contact time as indicated by clients

LEARNING ASSUMED TO BE IN PLACE: Senior certificate / National Senior Certificate; or equivalent learning, established by the RPL process

LEARNING OUTCOMES:

Upon completion of this programme, candidates will be able to:

- identify the underlying themes and objectives of the Occupational Health and Safety Act (OHSA);
- explain the general duties of an employer as prescribed by the OHSA;
- recognise the elements of health and safety compliance as prescribed by the OHSA;
- outline the administrative enforcement of the legal requirements as prescribed by the OHSA;
- describe the management of legal risk associated with the OHSA;
- interpret the legal duty to conduct a basic risk assessment; and
- observe and report on legal risk exposure.

BRIEF DESCRIPTION OF CONTENT:

The content of the programme deals with basic knowledge of the Occupational Health and Safety Act (OHSA) and its practical implications, divided into the following logical units:

- Unit 1. Basic Legal Liability
- Unit 2. Introduction to SHEQ
- Unit 3. Introduction to Incident Prevention
- Unit 4. Introduction to Health and Safety Representatives/ Committees
- Unit 5. Introduction to Safe Behaviour
- Unit 6. Introduction to Hazardous Work
- Unit 7. Introduction to Hazardous Chemical Substances
- Unit 8. Introduction to Occupational Health
- Unit 9. Introduction to Safe Work Measures
- Unit 10. Requirements for Housekeeping and Premises
- Unit 11. Introduction to Machinery/Equipment Safety

CRITICAL OUTCOMES SUPPORTED BY SHORT LEARNING PROGRAMME:

Upon completion of this programme, candidates will be empowered to demonstrate the ability to:

- organise and manage themselves and their activities responsibly and effectively by actively taking responsibility for their own learning within a structured learning environment.
- an understanding of the world as a set of related systems by recognising that problem solving contexts do not exist in isolation through utilising the methods and tools presented by the industrial legal risk environment.
- participate as a responsible citizen in the life of local, national and global communities when implementing the knowledge of industrial legal risk.

METHODS OF ASSESSMENT:

There will be two types of assessment applicable to this programme, namely:

1. Formative assessment:

These assessments will include the assessment of some aspects / components of a learning process, and are linked to specific Learning Outcomes. It will also include feedback to candidates in preparation for a Summative Assessment. Formative assessment takes place during the learning process through:

- Exercises / activities.
- Continuous assessment by way of case studies and assessments during the course of the programme, which will culminate in a learner portfolio.

2. Summative Assessment:

Learners will have to demonstrate that they have mastered the Learning Outcomes of the programme. To demonstrate the achievement of the Learning Objectives, learners are required to complete a final simulated practical assignment.

ASSESSMENT CRITERIA:

We will be able to determine that the candidate is able to demonstrate a basic knowledge of the Occupational Health and Safety Act (OHSA) and its practical implications if he/she can clearly and accurately:

- Give an explanation of the requirements for minimum compliance stipulated in the OHSA.
- Provide an indication of all the important aspects of the act regarding the management controls required to achieve legal compliance with the OHSA.
- Submit a successful outline of the process of record keeping required by the OHSA and Regulations.
- Give an identification and location of real life case studies related to safety, occupational health, environmental and quality (SHEQ) as prescribed by the OHSA.
- Make a recollection of a SHEQ management system within the prescribed legal framework.
- Convey an identification of system activities that are effective for management risk and controlling risk, and which provide a basis for continuous improvement.
- Furnish an explanation of techniques to design, develop and implement comprehensive risk control systems.

ORGANISING FIELD: **8**

(1 = Agriculture and Nature Conservation)
(2 = Culture and Arts)
(3 = Business, Commerce and Management Studies)
(4 = Communication Studies and Language)
(5 = Education, Training and Development)
(6 = Manufacturing, Engineering and Technology)

(7 = Human and Social Studies)
(8 = Law, Military Science and Security)
(9 = Health Sciences and Social Services)
(10 = Physical, Mathematical, Computer and Life Sciences)
(11 = Services)
(12 = Physical Planning and Construction)

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DEPARTMENTAL OR PROGRAMME "HOME": Department of Mercantile Law, Faculty of Law, UFS sustained

DEVELOPER/COORDINATOR: Adv JH de Bruin
debruinj.rd@mail.uovs.ac.za
+27 (0) 51 – 4012433
UFS

Mrs MB Sander
sandermb.rd@mail.uovs.ac.za
0834929026
UFS

Mr M Anderson, IRCA
andersonm@ircaza.com
+ 27(0)11 – 2854200
IRCA