

## Liverpool John Moores University

Title: MANAGEMENT OF HEALTH & SAFETY PROCEDURES  
Status: Definitive  
Code: **4501BEFDS** (118437)  
Version Start Date: 01-08-2011

Owning School/Faculty: Built Environment  
Teaching School/Faculty: Built Environment

| Team       | Leader |
|------------|--------|
| Derek King |        |

**Academic Level:** FHEQ4  
**Credit Value:** 12.00  
**Total Delivered Hours:** 49.00  
**Total Learning Hours:** 120  
**Private Study:** 71

### Delivery Options

Course typically offered: Standard Year Long

| Component | Contact Hours |
|-----------|---------------|
| Lecture   | 35.000        |
| Practical | 12.000        |

**Grading Basis:** 40 %

### Assessment Details

| Category | Short Description | Description  | Weighting (%) | Exam Duration |
|----------|-------------------|--|---------------|---------------|
| Exam     | Exam              | Formal examination   | 60.0          | 2.00          |
| Report   | Report            | Risk Assessment report based on practical on-site H&S project. | 40.0          |               |

### Aims

*This module aims to ensure that safety requirements are appreciated by the students and to provide them with the knowledge, understanding and skills required to identify hazards in their workplace, assess levels of risk, make recommendations to control risks, review their own workplace systems for safety and make recommendations as appropriate. The module, whilst having generic health and safety aims and outcomes, is specifically contextualised to the activities and practices of the building services industry.*

## Learning Outcomes

After completing the module the student should be able to:

- 1 Describe the techniques, methods, statutory requirements and procedures associated with reactive monitoring of Health & Safety in the workplace.
- 2 Demonstrate the application of 'hazard' and 'risk', risk assessment techniques and apply the criteria for selecting workplace precautions.
- 3 Apply the main health and safety legislation, together with associated codes of practice and guidance notes relevant to the building services sector.
- 4 Prepare and use active monitoring checklists and implement schedules for active monitoring, recording results and analysing records.
- 5 Describe the main elements of an effective health and safety policy and management system, along with the techniques and arrangements necessary for their implementation.

## Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

|                        |   |   |   |
|------------------------|---|---|---|
| Exam                   | 1 | 3 | 5 |
| Risk assessment report | 2 | 4 |   |

## Outline Syllabus

*Management of Health & Safety: Reactive Monitoring of H&S; statutory requirements, investigation procedures and reporting.*

*Risk assessment & control: Identification of hazards, and the building services fatal risk categories, legal requirement for risk assessment, the meaning of hazard and risk, control measures and workplace precaution hierarchies, risk assessment review procedures, identification, safety by design.*

*Health & Safety Legislation: Health and Safety at Work Act 1974; legislation as it applies to construction work, Construction Design and Management (CDM) Regulations 2007, and H&S requirements of other industry specific regulations, access to and use of approved and other codes of practice, guidance and other information resources.*

*Active Monitoring: purposes and techniques of active monitoring, developing and maintaining checklists and aides-mémoires, developing and maintaining schedules for active monitoring, records of active monitoring, methods of basic trend analysis in active monitoring data.*

*Health & Safety Policy & Management Systems: safety management systems, setting objectives, nature, purposes and techniques of management review, health and safety audits, identification of training needs to meet health and safety objectives, construction industry requirements (i.e. CSCS arrangements) methods of communicating policies and procedures, industry safety campaigns e.g. safety week, "zero harm" "safety by design" etc*

## Learning Activities

Lectures, tutorials, work based learning.

## References

|                        |   |
|------------------------|---|
| <b>Course Material</b> | Book                                      |
| <b>Author</b>          | Health & Safety Executive                 |
| <b>Publishing Year</b> | 2001                                      |
| <b>Title</b>           | Managing Construction for Health & Safety |
| <b>Subtitle</b>        |   |
| <b>Edition</b>         |   |
| <b>Publisher</b>       | HSE                                       |
| <b>ISBN</b>            | 978-0717621392                            |

|                        |   |
|------------------------|---|
| <b>Course Material</b> | Book                                      |
| <b>Author</b>          | Griffith, A. Howarth, T.                  |
| <b>Publishing Year</b> | 2001                                      |
| <b>Title</b>           | Construction Health and Safety Management |
| <b>Subtitle</b>        |   |
| <b>Edition</b>         |   |
| <b>Publisher</b>       | Longman                                   |
| <b>ISBN</b>            | 0-582-41442-3                             |

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|------------------------|---|
| <b>Course Material</b> | Book  |
| <b>Author</b>          | Health & Safety Executive                         |
| <b>Publishing Year</b> | 1993  |
| <b>Title</b>           | A Guide to the Health and Safety at Work Act 1974 |
| <b>Subtitle</b>        |   |
| <b>Edition</b>         |   |
| <b>Publisher</b>       | HSE   |
| <b>ISBN</b>            | 978-0717604418                                    |

|                        |   |
|------------------------|---|
| <b>Course Material</b> | Book                                    |
| <b>Author</b>          | Health & Safety Executive               |
| <b>Publishing Year</b> | 2000                                    |
| <b>Title</b>           | Management of Health and Safety at Work |
| <b>Subtitle</b>        |   |
| <b>Edition</b>         |   |
| <b>Publisher</b>       | HSE                                     |
| <b>ISBN</b>            | 978-0717624881                          |

|                        |                           |
|------------------------|---------------------------|
| <b>Course Material</b> | Book                      |
| <b>Author</b>          | Health & Safety Executive |

|                        |   |
|------------------------|---|
| <b>Publishing Year</b> | 1997  |
| <b>Title</b>           | Successful Health and Safety Management (Guidance Booklets) |
| <b>Subtitle</b>        |   |
| <b>Edition</b>         |   |
| <b>Publisher</b>       | HSE   |
| <b>ISBN</b>            | 978-0717612765  |

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## Notes

The management of health and safety within the building services industry as a part of the wider construction industry is a fundamental duty of all managers within the industry, but a duty that is a potential minefield of legislation and imposed responsibility. This module deals with the principles of management and the application of these principles within the context of the building services sector.