



Making work safe

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# COURSE DESCRIPTORS

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At Crescent, we believe effective learning isn't just about the right information: it's about the right way of communicating it.



Making work safe

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# WE ARE CRESENT

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At Cresent, we believe effective learning isn't just about the right information: it's about the right way of communicating it to ensure knowledge retention.

We combine content, written by our in-house Control of Work and HSE subject matter experts, and visuals created by instructional designers to produce engaging training programmes defined by best practice, quality and relevance.

We understand that there are time and resource issues associated with taking personnel off operational duties for training and development, so we've designed our web-based courses to be delivered at any location in typically less than an hour. At Cresent, we use reflective and experiential learning techniques and knowledge is delivered in a way that allows for direct application on-the-job.

In addition to our off-the-shelf Control of Work e-learning suite, we also offer multi-language, bespoke courses and Classroom Courses. All of our training materials, including on the job coaching and Train the Trainer programmes, form an overall framework: the Control of Work Academy.

To learn more about the Control of Work Academy, make course bookings or training requests, please contact us:

**Phone: +44(0) 1224 636870**

**Email: [enquiries@cresent.co.uk](mailto:enquiries@cresent.co.uk)**

**Web: [www.cresent.co.uk](http://www.cresent.co.uk)**



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# CRESENT E-LEARNING AND CLASSROOM COURSES

## SETTING AND MAINTAINING INDUSTRY STANDARDS

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### E-learning



Our e-learning course design is both innovative and creative and includes detailed animation, 3D models and interactive screens. These courses are challenging, immersing delegates in engaging and memorable training material. The interactive screens are capable of mimicking 'real' systems and/or scenarios which allow users to practise their skills in a simulated environment.

### Classroom



Our classroom courses set standards of training within hazardous industries, critical for ensuring safe working environments. Our training programmes prepare delegates for working in the industry, ensuring that they leave with an in-depth understanding of the course brief, making it easy for them to carry their roles competently. The courses include a variety of practical exercises allowing a high level of involvement and delegates will benefit from using appropriate supporting documents, equipment and practical training.

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**P55/56** **Working at Height**  
(e-learning and classroom available)

**P57** **Control of Work for Performing Authorities (coming soon)**  
(e-learning)





# ASBESTOS AWARENESS

## Course Objective:

The aim of this course is to provide candidates with basic information on the hazards and risks posed by asbestos containing materials (ACMs).

## Learning Outcomes:

- Describe the nature and properties of asbestos and its effects on health
- List the types of asbestos and explain where asbestos and ACMs can be typically found
- Recall the existence of general legislation in relation to health and safety and asbestos
- Describe how to avoid the risks from asbestos
- Explain where to obtain information on asbestos prior to commencing work
- Explain what to do if suspicious materials are found
- Describe appropriate workplace precautions, including the risk assessment process, with regard to the risks of asbestos
- Explain how to undertake work activities in a safe manner and without risk to yourselves or others
- List procedures to be followed when coming into unintentional contact with ACMs and appropriate emergency arrangements

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



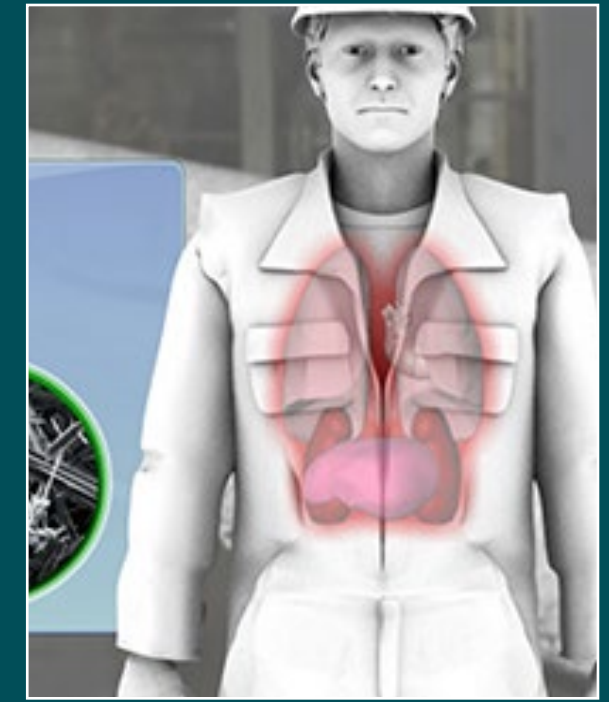
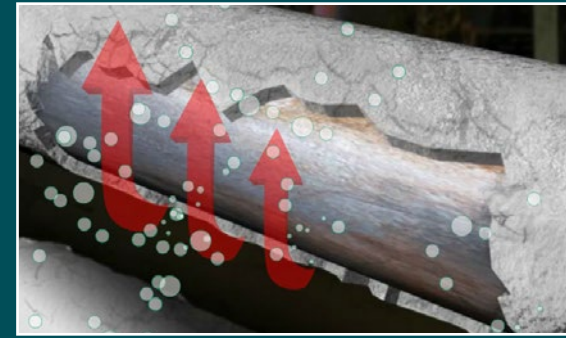
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Asbestos Awareness

**Duration:** 30 minutes

**Knowledge Check:** 20 Questions Final Assessment

## Course Information:

This is an awareness course, suitable for all employees working in hazardous industries. Candidates will learn about what asbestos is and why it is dangerous, as well as where it will be found and what to do should any suspicious materials be found on site.

# AUTHORISED GAS TESTER LEVEL 1 (OPITO APPROVED)

## Course Objective:

The aim of this course is to provide candidates with the knowledge to allow them to operate as a Level 1 Authorised Gas Tester.

## Learning Outcomes:

This course is built of five modules, each containing its own set of learning outcomes which include;

### Testing in different environments

- Describe a confined space
- Identify the type of production operation being tested for flammable and toxic gases
- Understand the importance of carrying out a suitable and sufficient risk assessment before testing activities and confined space entry
- Describe how to use safe systems of work
- Describe the importance of standby persons to raise the alarm and initiate emergency response

### Legislative controls

- Describe the implications of organisational and statutory requirements
- Identify the responsibilities of your employer
- Describe how to access and interpret relevant operational requirements
- Describe how to select, use and care for PPE and RPE
- Consideration of appropriate levels of RPE

### Atmospheric measuring and monitoring equipment

- Describe how to access and interpret relevant operational instructions
- Describe the operational principles of atmosphere monitoring and measuring equipment

### Atmospheric measuring and monitoring equipment cont.

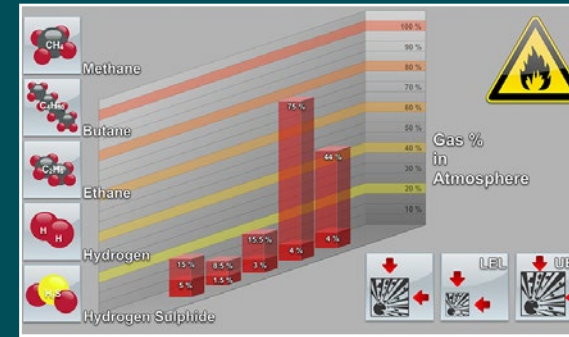
- List the strengths and weaknesses of different types of detectors
- Describe how to select between aspirating and non-aspirating detectors to obtain a representative sample of an atmosphere
- Describe the equipment that is required in an inert atmosphere
- Describe the pre-start checks
- Describe the calibration of instruments

### Gas testing in confined spaces

- Identify the hazards, properties and behaviours of different gases
- Describe the behaviour of gases
- Describe the range and frequency of tests
- Identify acceptable levels of flammable or toxic gases and oxygen
- Describe the implications of Workplace Exposure Limits (WEL) for toxic and Lower Explosive Limits (LEL) for flammable gases
- Describe how to set up the relevant detector and identify common faults
- Identify the sequence of gas testing
- Describe how to select between aspirating and non-aspirating detectors

### Interpreting and documenting results

- Explain how to interpret and document results



**Name:** Authorised Gas Tester Level 1 (OPITO Approved)

**Duration:** 180 minutes

**Knowledge Check:** Inter-module Assessment and 20 Questions Final Assessment

## Course Information:

This course is accredited to the OPITO Authorised Gas Tester (Level 1) standard and has been designed for personnel who are required to conduct gas detection for work in confined spaces. Candidates will learn how to test for the presence of flammable or toxic gases and to ensure that a safe level of oxygen is present prior to approving entry to a confined space.

## Remediation:

**This course includes 2 additional remediation attempts at the Final Assessment should the delegate not successfully demonstrate all OPITO Learning Outcomes during initial assessment. To qualify for remediation, the delegate must score between 80% – 99% in the Final Assessment.**

## Key features and benefits of our e-learning courses include:

- The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.
- Upon successful completion the accredited certificate will be provided.
- Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.
- Reduces training costs and time.

Also available as a classroom course



# AUTHORISED GAS TESTER LEVEL 1

## Course Objective:

This course is aimed predominantly at personnel preparing to work as an Authorised Gas Tester, Level 1. The course sets common standards of training for the AGT role, critical for testing and ensuring safe working atmospheres, in particular permit controlled confined spaces and prior to and during hot work.

- Describe the roles and responsibilities of key personnel
- Describe the behaviour of different flammable gases
- Explain the operating principles of atmospheric monitoring and measuring equipment
- Describe gas testing in confined spaces
- Describe gas detector pre-start checks
- Explain how to set up the relevant detector for each gas testing application
- Describe the range and frequency of tests
- Define the acceptable levels of flammable and toxic gases
- Explain the sequence of performing gas tests
- Explain how to obtain a representative atmospheric sample
- Determine monitoring and retesting frequencies
- Describe where to site stationary monitoring equipment
- Demonstrate the use of gas measuring and monitoring equipment



**Name:** Authorised Gas Tester Level 1 Classroom

**Duration:** 3 Days

## Knowledge Check:

Continual assessment throughout

## Course Information:

This is a facilitated classroom training programme designed to provide delegates with an in-depth understanding of the AGT Level 1 role and to ensure that they will be able to carry the role competently. Participants will gain knowledge of how to conduct gas testing within confined spaces, legislative requirements, gas measuring and monitoring equipment and how to document gas test results. The course includes a variety of practical exercises allowing a high level of involvement. Delegates will be shown gas measuring and monitoring equipment, typically used in the oil and gas industry, and gain 'hands on' experience, using appropriate documents and equipment.

# AUTHORISED GAS TESTER LEVEL 2 (OPITO APPROVED)

## Course Objective:

The aim of this course is to provide candidates with the knowledge to allow them to operate as a Level 2 Authorised Gas Tester.

## Learning Outcomes:

This course is built of five modules, each including its own set of learning outcomes which include:

### Testing for Hot Work

- Describe the principles of hot work gas testing
- Identify the properties of different gases and where to test for them
- Identify the type of production operation being tested for: flammable and toxic gases
- Understand the importance of carrying out a suitable and sufficient risk assessment before testing activities

### Legislative controls

- Describe the implications of organisational requirements
- Describe how to access and interpret relevant operational requirements
- Describe how to select, use and care for PPE and RPE
- Describe how to work within the Permit to Work system

### Atmospheric measuring and monitoring equipment

- Describe how to access and interpret relevant operational instructions
- Describe the operational principles of atmosphere monitoring and measuring equipment
- List the strengths and weaknesses of different types of detectors

### Atmospheric measuring and monitoring equipment cont.

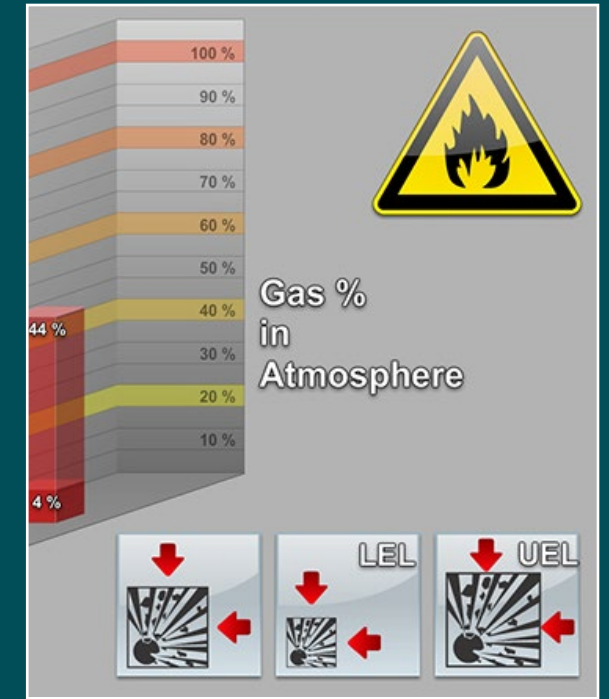
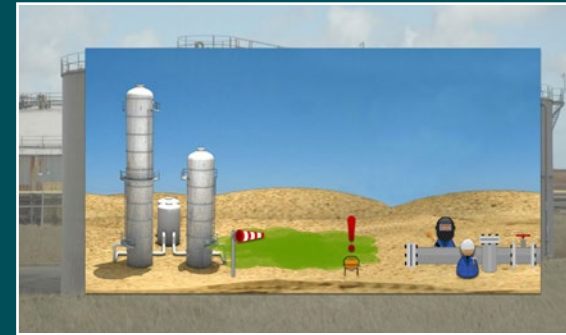
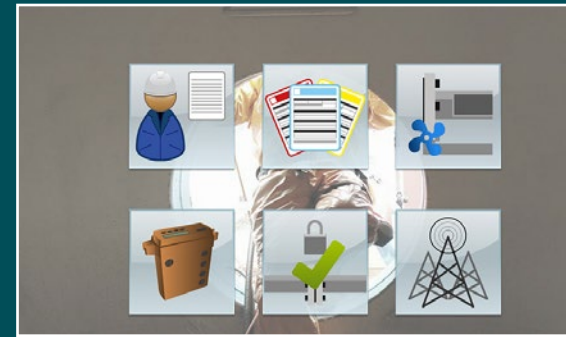
- Describe how to select between aspirating and non-aspirating detectors to obtain a representative sample of an atmosphere
- Describe the gas detector pre-start checks
- Describe the calibration of instruments

### Gas Testing for Hot Work

- Describe the different types of detectors used for flammable products
- Describe how to set up the relevant detectors and identify common faults

### Interpreting and documenting results

- Explain how to interpret and document results



**Name:** Authorised Gas Tester Level 2 (OPITO Approved)

**Duration:** 120 minutes

**Knowledge Check:** Inter-module Assessment and 18 Questions Final Assessment

## Course Information:

This course, accredited to the OPITO Authorised Gas Tester (Level 2) standard, will give candidates the knowledge to enable them to test safely for flammable gas in preparation for hot work. This course will familiarise them with the requirements associated with gas detection for hot work, legislative controls, the different equipment and safety procedures used and how to interpret gas test results.

## Remediation:

**This course includes 2 additional remediation attempts at the Final Assessment should the delegate not successfully demonstrate all OPITO Learning Outcomes during initial assessment. To qualify for remediation, the delegate must score between 80% – 99% in the Final Assessment.**

## Key features and benefits of our e-learning courses include:

- The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.
- Upon successful completion the accredited certificate will be provided.
- Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.
- Reduces training costs and time.

Also available as a classroom course



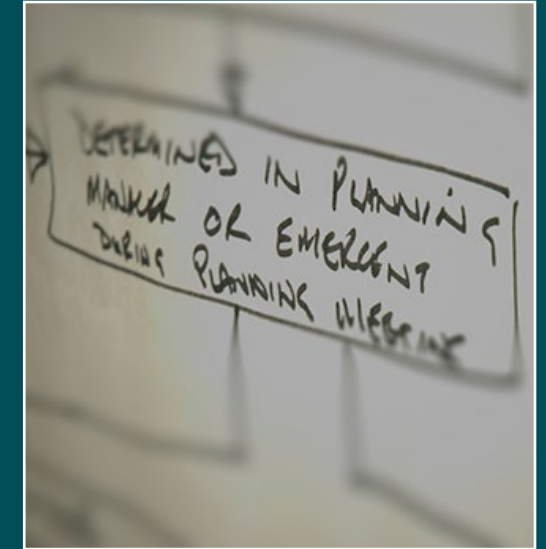


# AUTHORISED GAS TESTER LEVEL 2

## Course Objective:

This course is aimed predominantly at personnel preparing to work as an Authorised Gas Tester, Level 2. The course sets common standards of training for the AGT role, critical for testing and ensuring safe working atmospheres, particularly in preparation for hot work.

- Describe the roles and responsibilities of key personnel
- Describe the behaviour of different flammable gases
- Explain the operating principles of atmosphere monitoring and measuring equipment
- Explain how to set up the relevant detector for each gas testing application
- Describe the range and frequency of tests
- Define the acceptable levels of flammable and toxic gases
- Explain the sequence of performing gas tests
- Determine monitoring and retesting frequencies
- Describe where to site stationary monitoring equipment
- Demonstration of gas measuring and monitoring equipment used in the oil and gas industry



**Name:** Authorised Gas Tester Level 2 Classroom

**Duration:** 2 Days

**Knowledge Check:** Continual assessment throughout

## Course Information:

This is a facilitated classroom training programme designed to provide delegates with an in-depth understanding of the AGT Level 2 role and to ensure that they will be able to carry the role competently. Participants will gain knowledge of how to conduct gas testing, legislative requirements, gas measuring and monitoring equipment and how to document gas test results. The course includes a variety of practical exercises allowing a high level of involvement. Delegates will be shown gas measuring and monitoring equipment, typically used in the oil and gas industry, and gain 'hands on' experience, using appropriate documents and equipment.

# AUTHORISED GAS TESTER LEVEL 3 (OPITO APPROVED)

## Course Objective:

The aim of this course is to provide candidates with the knowledge to allow them to operate as a Level 3 Authorised Gas Tester.

## Learning Outcomes:

- Describe hot work and the dangers associated with this type of work
- Identify the type of production operation being tested for flammable and toxic gases
- Describe the duties of the Safety Watch
- Describe the implications of organisational and statutory requirements
- Describe how to access and interpret relevant operational requirements
- Describe how to select, use and care for PPE and RPE
- Describe how to work within the Permit to Work system
- Describe the hazards and properties of different flammable gases
- Describe the behaviour of different gases
- Describe how to check the controls on gas detecting equipment
- Describe the importance of regular communication
- Describe how to complete the relevant documentation

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



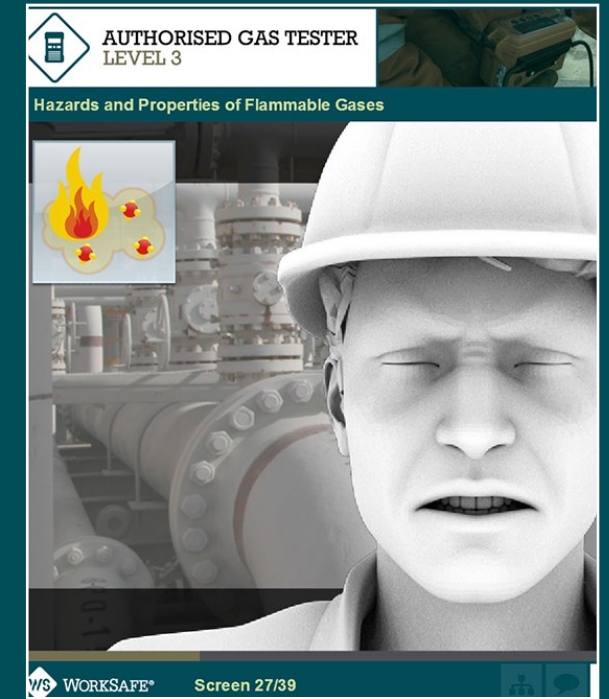
Upon successful completion the accredited certificate will be provided.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Authorised Gas Tester Level 3 (OPITO Approved)

**Duration:** 60 minutes

**Knowledge Check:**

11 Questions Final Assessment

**Course Information:**

This course, accredited to the OPITO Authorised Gas Tester (Level 3) standard, will give candidates the knowledge required, in preparation to work as a Safety Watch. They will gain knowledge of relevant procedures, how to work within a permit to work system, how to use gas detecting equipment, the behaviours of different gases and information on how to complete relevant documentation.

**Remediation:**

**This course includes 2 additional remediation attempts at the Final Assessment should the delegate not successfully demonstrate all OPITO Learning Outcomes during initial assessment. To qualify for remediation, the delegate must score between 80% – 99% in the Final Assessment.**





# CONFINED SPACE ENTRY

## Course Objective:

The aim of this course is to provide candidates with the knowledge to perform work safely in a confined space.

## Learning Outcomes:

- Describe what a confined space is
- Identify examples of confined spaces
- Identify and explain the hazards associated with a confined space
- Identify the roles and responsibilities associated with confined space entry
- Describe the regulations associated with confined space entry
- Describe the elements of a Risk Assessment for confined spaces
- Identify the elements of a safe system of work
- Describe good housekeeping practices for confined space work
- Describe the emergency procedures for confined space work
- Describe rules for entering/working in a confined space
- Describe when and how to exit a confined space

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



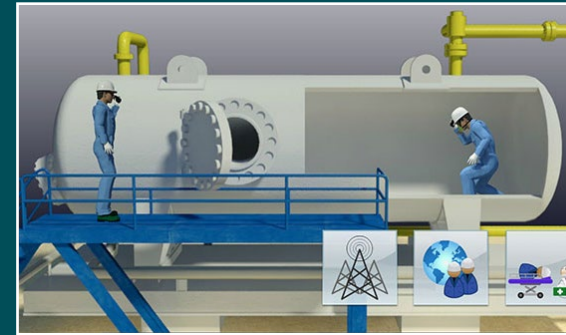
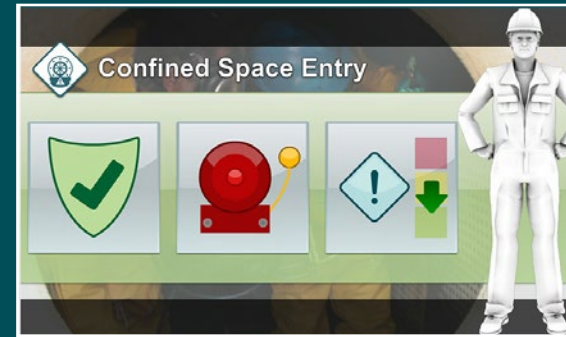
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Confined Space Entry

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Final Assessment

## Course Information:

This confined space entry course is suitable for all employees in hazardous industries required to work in confined spaces. On successful completion of this course, candidates will recognise the hazards associated with confined space entry and the precautions that need to be taken when working in a confined space. It provides candidates with the knowledge to perform their duties safely and responsibly.





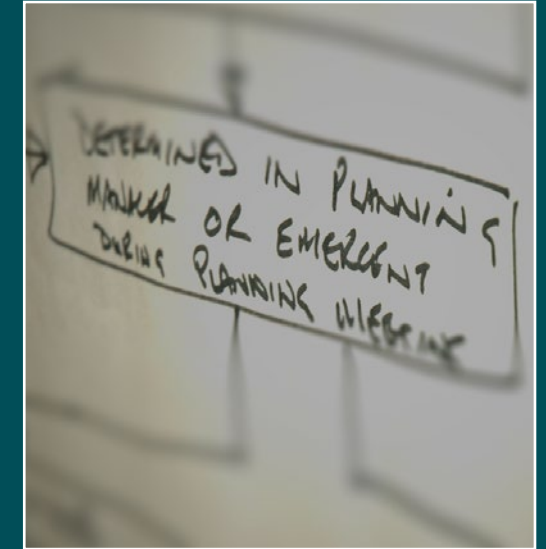
# CONFINED SPACE ENTRY

## Course Objective:

This course aims to build on existing knowledge of Confined Space Entry procedures and practices.

## Learning Outcomes:

- Define and be able to recognise confined spaces
- Explain the hazards associated with confined spaces
- Explain the roles and responsibilities of personnel involved in Confined Space Entry
- List the controls necessary to reduce the risks associated with CSE
- Application of TRA in a Confined Space Entry situation
- Communicate the relevant information to the relevant people



**Name:** Confined Space Entry

**Duration:** 1 Day

## Knowledge Check:

Continual assessment throughout

## Course Information:

This is a facilitated classroom workshop presentation providing a thorough understanding of Confined Space Entry. The lessons learned will be reinforced using realistic scenarios, a variety of practical exercises and familiarisation with the necessary documentation.



# COSHH AWARENESS

## Course Objective:

The aim of the Control of Chemical Substances Hazardous to Health course is to provide information to candidates on how to control their exposure to hazardous substances to prevent ill-health.

## Learning Outcomes:

- Explain what COSHH is and why we need it
- Explain the COSHH regulations
- Describe the employer and employee duties under the COSHH regulations
- Identify the ways in which you may come into contact with a hazardous substance
- Explain what a Material Safety Data Sheet is
- Recall the hazard symbols used
- Describe the different control measures that can be used
- Identify the personal protective equipment specific to chemical applications
- Describe a COSHH Risk Assessment
- Identify good practices related to COSHH

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



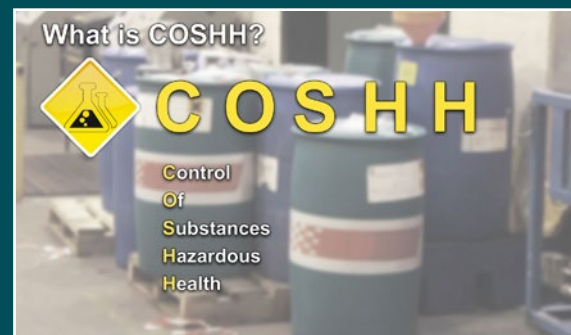
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** COSHH Awareness

**Duration:** 40 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This Control of Chemical Substances Hazardous to Health course is suitable for all candidates working with hazardous substances on a regular basis. The content in this course has been developed by qualified chemists and fully satisfies the requirements of the UK COSHH Regulations.



# CYBER SECURITY

## Course Objective:

The aim of this course is to highlight the risks posed by common cyber security threats to shipping companies and their individual employees. It also aims to describe good cyber security practice at sea and onshore

## Learning Outcomes:

- The cyber safety threat:**  
Describe ways in which safety can be jeopardised in shipping

Recognise when safety could be compromised, particularly when undertaking routine IT and day-to-day digital activities

Identify good practice in terms of maintaining cyber security ashore and afloat
- The digital threat using your device**  
Recognise the dangers in using devices ashore and afloat in ways that can reduce cyber safety

Ensure that personal devices are set up and used appropriately to minimise security risks
- The physical and human threat**  
Recognise the importance of keeping access to vessels safe and secure

Show an awareness of the threat to vessels from social engineering and human hacking

Describe how to ensure that conversations, documents and devices are physically secure ashore and afloat
- The digital threat using your personal information**  
Recognise ways in which personal information can be compromised

Identify the principal cyber security risk areas

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



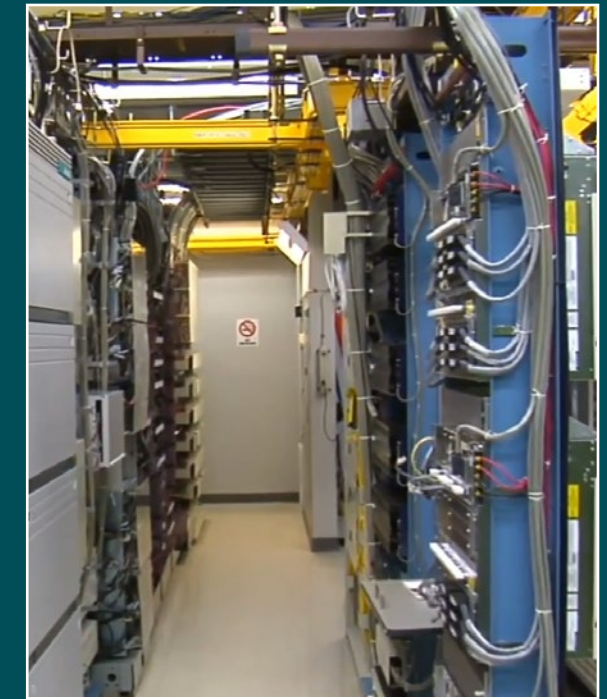
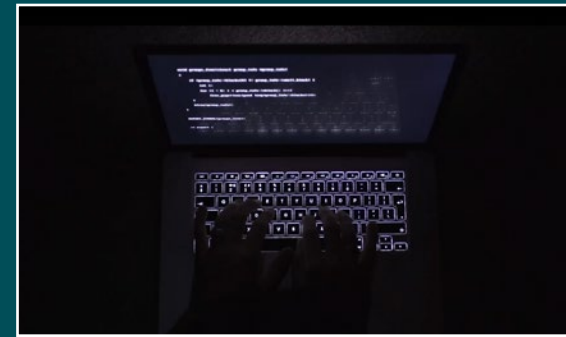
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Cyber Security

**Duration:** 70 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course is certified by the University of Sunderland and was created in partnership with the following companies: Stapleton International, University of Sunderland, MLA College and the Institute of Marine Engineering, Science and Technology.





# DISPLAY SCREEN EQUIPMENT

## Course Objective:

The aim of this course is to give candidates an understanding of how to use display screen equipment safely.

## Learning Outcomes:

- Outline what is meant by display screen equipment and its potential hazards
- Give an overview of common health and safety issues associated with display screen equipment
- Give an overview of the laws and regulations concerning display screen equipment
- Describe the upper limb disorders that can be associated with display screen equipment
- Give an overview of good posture and the prevention of musculoskeletal disorders
- Describe the risk assessment process for a workstation
- Explain how to use a mouse correctly
- Explain how to read a screen correctly
- Explain how to correctly use a portable computer
- Discuss case studies involving health issues caused by inefficient use of display screen equipment

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



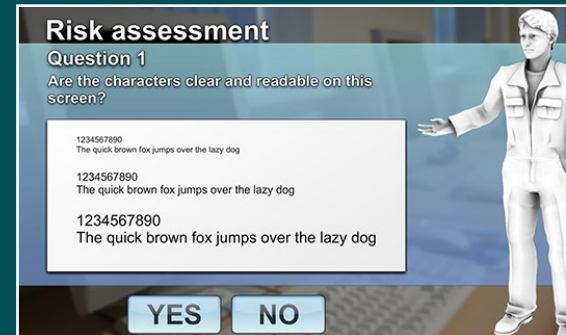
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Display Screen Equipment

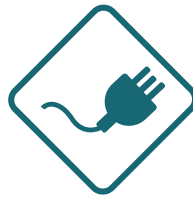
**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course contains information for the safe use of display screen equipment in the workplace and at home. It is suitable for everyone who uses this type of equipment and contains an assessment of the workstation. The assessment will give the user a full understanding of the potential hazards involved and how to assess whether or not they are at risk.



# ELECTRICAL SAFETY RULES

## Course Objective:

The aim of this course is to provide candidates with an understanding of typical Electrical Safety Rules used in the oil and gas industry.

## Learning Outcomes:

- Describe the purpose of the electrical safety rules
- Identify the roles and responsibilities of electrical personnel
- Outline the PPE to be worn for electrical work
- Explain the function of a switch room
- Explain the function of a switching programme
- Describe the documentation required for electrical work
- Outline the reporting procedure for faults
- Describe the procedures to be followed when carrying out electrical isolations
- Describe the procedure for working on high voltage equipment
- Describe the procedure for the handling of cables
- Describe the procedure for working on Low Voltage systems
- Describe the procedure for working on telecommunications equipment
- Describe the precautions to be taken in hazardous areas
- Explain the actions to be taken in an emergency

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



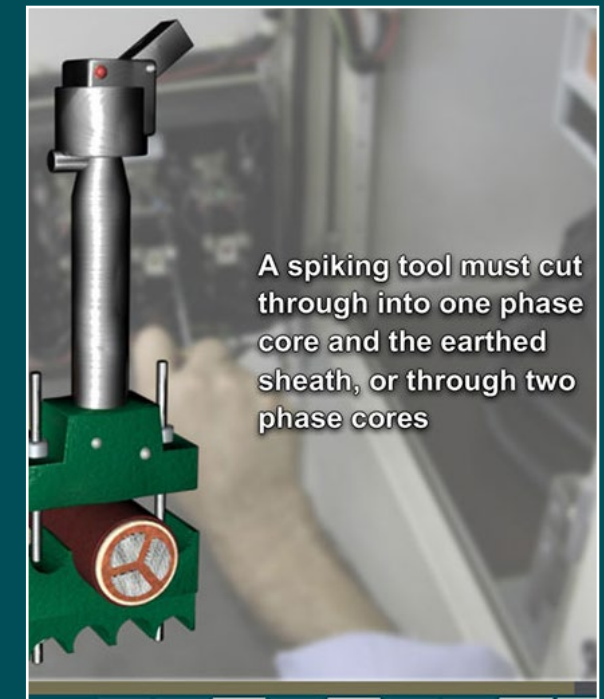
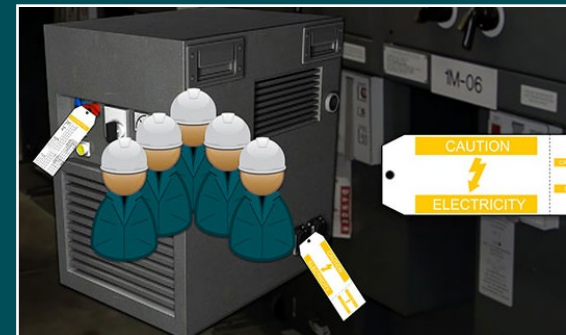
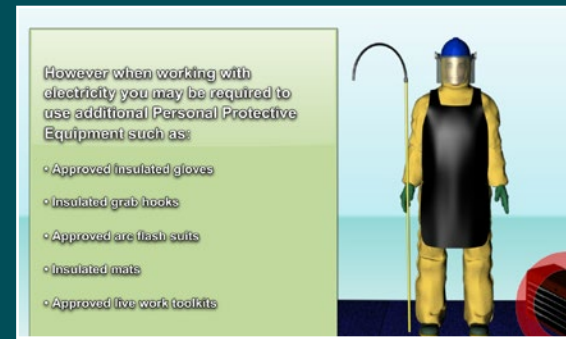
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Electrical Safety Rules

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course addresses the dangers of working with electricity and provides guidance on the precautions required to stay safe. The course also identifies the roles and responsibilities of electrical personnel and provides instruction on procedures to be followed when carrying out electrical isolations.



# ENVIRONMENTAL AWARENESS

## Course Objective:

The purpose of this Environmental Awareness course is to help delegates understand the environmental impact of company activities and identify their role in reducing the impact that company operations can have on global environmental issues, such as global warming and ozone depletion.

## Learning Outcomes:

- **Describe the Global Environment and our Environmental Responsibilities**
  - Define how much of the world's surface area is covered by seas and oceans
  - Describe how the natural world has been challenged by pollutants
  - Describe ISO14001
- **Define the role of MARPOL**
  - Recognise why MARPOL was developed
  - Describe the purpose of the six technical annexes
- **Describe Environmental Aspects and Impacts**
  - Understand why performing operations all have an environmental impact
- **Describe global warming**
  - Describe air emissions
  - Explain air emission control areas
  - Describe discharges to water
- **Define Waste Management**
  - Discuss oil industry waste
  - Discuss prevent, reuse, recycle and recover waste
  - Discuss waste segregation
  - List the different waste categories
  - Describe ballast water management
  - Identify the impact of dry docking activities on the environment
- **Define Typical Control Measures and Spill Management**
  - List control measures based on lessons learned
  - Explain the importance of being eco-friendly

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



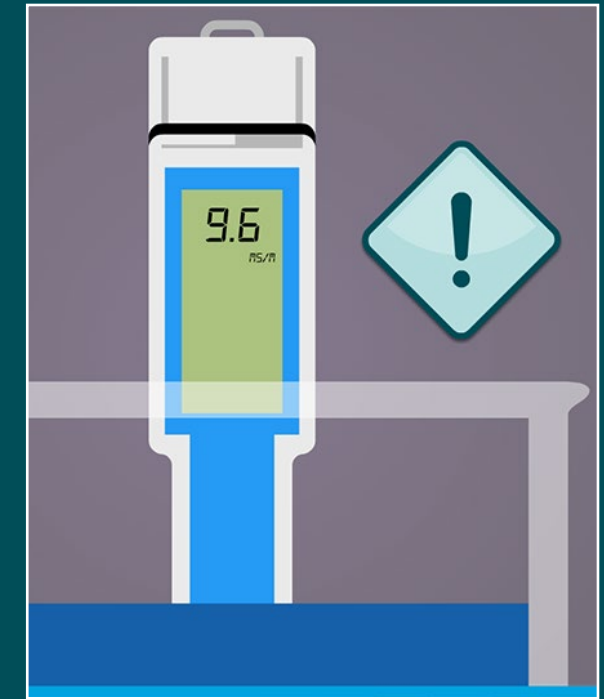
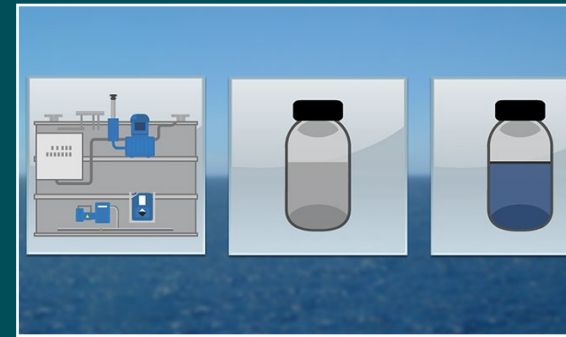
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Environmental Awareness

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Final Assessment

**Course Information:**

This awareness course is suitable for all employees working within hazardous industries. Candidates will understand what the global environment is and describe how their role may impact on the environment, define waste management and the relevant categories.





# EXCAVATION

## Course Objective:

The aim of this course is to provide instruction on how to plan, control and conduct an excavation safely. Candidates will learn what an excavation is; the techniques used to shield and support the excavation and the backfilling procedure.

## Learning Outcomes:

- Explain what an excavation is
- Identify the need for an Excavation Procedure
- Identify the roles and responsibilities associated with excavations
- Describe the hazards associated with excavations
- Describe how to plan an excavation
- Explain what PPE is required and when a rescue team is required
- Identify and describe excavation support systems
- Identify the safety checks required before work can begin within the excavation
- Identify safety requirements
- Describe how to carry out an excavation
- Describe the backfilling procedure

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Excavation

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

Excavations can be very dangerous places for personnel in and around the work-site. This course shows candidates how to spot the dangers associated with excavations and what controls are necessary to prevent injury.



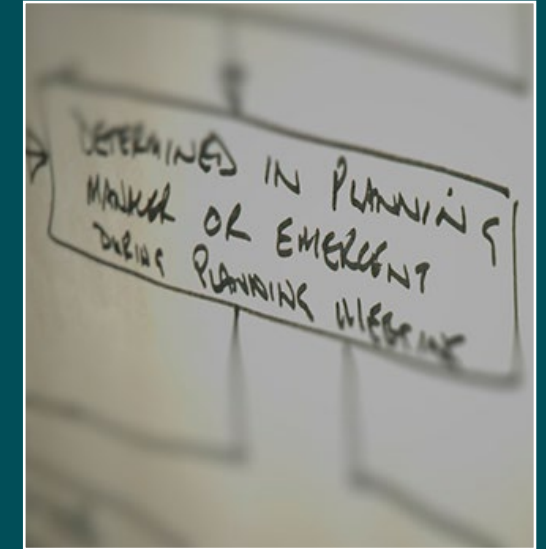
# EXCAVATION

## Course Objective:

The aim of this course is to provide candidates with the knowledge to carry out an excavation safely. This course will reinforce and expand on existing knowledge through practical experience.

## Learning Outcomes:

- Define an excavation
- List the responsibilities of key personnel with respect to excavations
- List the hazards associated with excavations
- Describe types of soils
- List the excavation methods and describe where each one is used
- Identify the controls necessary to reduce the risks associated with excavation



**Name:** Excavation

**Duration:** 1 Day

## Competence Check:

Continual assessment throughout

## Course Information:

Excavations can be very dangerous places for personnel in and around the work-site. This course shows candidates how to spot the dangers associated with excavations and what controls are necessary to prevent injury.





# EXPLOSIVES AWARENESS

## Course Objective:

The aim of this course is to provide candidates with information to help them and their colleagues remain safe while explosives are being used offshore.

## Learning Outcomes:

- Identify what explosives are
- Describe some of the uses for explosives offshore
- Explain why explosives are used
- Explain the authorisation process for using explosives
- Describe how explosives are detonated and the dangers of other sources of induced currents
- Identify typical strategies to prevent accidental detonations
- Identify work to be ceased when explosives are to be used
- Identify those authorised to handle explosives
- Describe the measures taken to store explosives safely
- Identify your responsibilities before and during the use of explosives

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



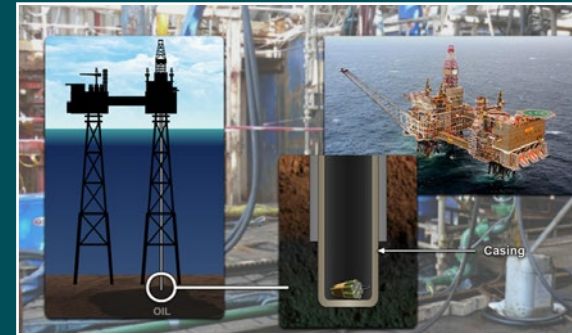
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Explosives Awareness

**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

The course explains what explosives are, what they are used for, why they are used and the controls in place to prevent unnecessary risk whilst working with them. The course also identifies the roles and responsibilities of those working with explosives





# HAZARD AWARENESS AND IDENTIFICATION

## Course Objective:

The course provides candidates with instruction on how recognise the hazards present in their daily working lives at any time and identify control measures that can be put in place to minimise the risks.

## Learning Outcomes:

- Explain what hazard identification is
- Identify methods of hazard identification
- Describe the different energy sources that may be hazardous
- Identify examples of control measures for each energy source
- Describe how to use your senses to detect hazards
- Explain the importance of good observation
- Demonstrate identification of hazards within relevant scenarios

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.

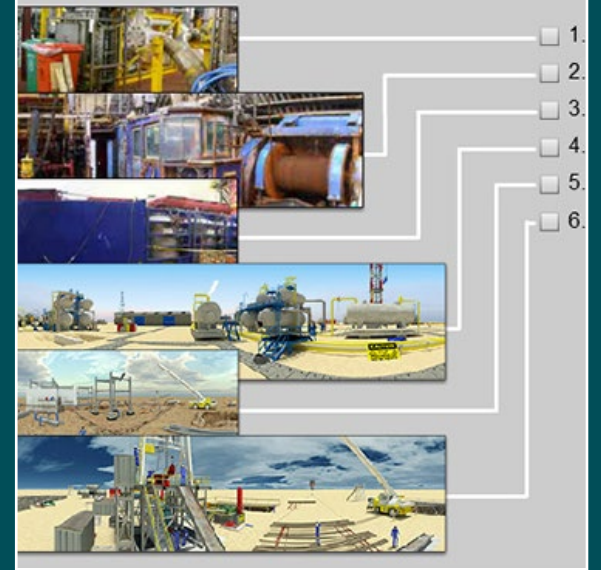


Reduces training costs and time.



## Hazard ID Assessment

Please pick 2 of the 6 scenarios below.



**Name:** Hazard Awareness and Identification

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course is suitable for all employees working in hazardous industries and has been developed in accordance with the 'STEP Change' initiative that promotes the establishment, maintenance and development of hazard identification and risk assessment systems to provide a safer work environment. On successful completion of this course, candidates will have an excellent appreciation of the key features of hazard identification systems used throughout the oil and gas industry.

The course includes practical 360 degree environment scenario assessments to practice finding hazards and identify the correct control measures.



# HAZARD AWARENESS AND IDENTIFICATION

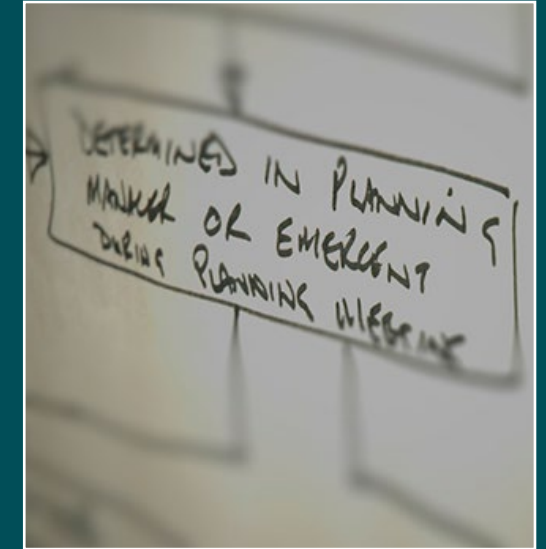
## Course Objective:

The course provides candidates with instruction on how identify the hazards present in their daily duties using the 10 energy sources.

This course is useful for anyone who may be exposed to hazards.

## Learning Outcomes:

- Identify hazards using the 10 energy sources
- Describe how accidents are caused
- Identify controls that are absent
- Identify controls that have failed



**Name:** Hazard Awareness and Identification

**Duration:** 1 Day

## Competence Check:

Continual assessment throughout

## Course Information:

This course helps candidates to build on their general hazard and identification knowledge and provides a thorough understanding of why accidents happen, the principles of hazard identification using the 10 forms of energy as prompts and how to identify failed or absent controls in the workplace



# HYDROGEN SULPHIDE (H<sub>2</sub>S) AWARENESS

## Course Objective:

A lack of awareness of the risks associated with hydrogen sulphide (H<sub>2</sub>S) could result in serious workplace accidents. This course aims to help candidates recognise the dangers and prevent such incidents.

## Learning Outcomes:

- Explain what H<sub>2</sub>S is
- Identify where H<sub>2</sub>S can be found
- Identify the properties of H<sub>2</sub>S
- Explain how H<sub>2</sub>S levels are measured
- Identify the exposure limits of H<sub>2</sub>S
- Describe the exposure effects of H<sub>2</sub>S
- Identify environmental hazards of H<sub>2</sub>S
- Identify ways of detecting H<sub>2</sub>S
- Know what to do in the event of an H<sub>2</sub>S emergency
- Identify what H<sub>2</sub>S training consists of

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Hydrogen Sulphide (H<sub>2</sub>S) Awareness

**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This H<sub>2</sub>S awareness course is suitable for all employees working in hazardous industries and was developed by industry experts responsible for the OPITO guidelines for Working in Hazardous or Potentially Hazardous Environments. The course outlines the principal properties of hydrogen sulphide, explaining why extreme caution is necessary when dealing with this highly dangerous substance and how to recognise the consequences and symptoms of exposure to it.



# IMS 100 INTRODUCTION TO THE INCIDENT MANAGEMENT SYSTEM

## Course information

This online course will introduce delegates to an Incident Management System and how it can be used effectively in the event of an oil spill. The IMS has been based on the principles of the Incident Command System (ICS) which is used to respond to events such as Natural Disasters, Explosions, Oil Spills and Bombings.

This course provides awareness for an individual who would perform a support role in any oil spill response and covers seven main topics.

### The topics this e-learning course covers

- An overview of what IMS is, including a brief history
- Lists the five management functions that IMS has been built around
- Describes the duties of those different functions
- Covers six basic features of the IMS
- Lists the six major incident facilities and describes what each one is for
- Describes the practical steps that a responder would need to take before, during and after an incident.

### Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** IMS 100 – Introduction to the Incident Management System

**Duration:** 60 minutes (approx.)

### Knowledge Check:

Inter-module assessment questions, to test knowledge and understanding throughout, followed by a 10 question final graded assessment.

### Course Information:

The aim of this course is to provide you with an introductory level of knowledge of an Incident Management System and provide awareness for any individual performing a support role in a response situation.



# IMS 200 IMS FOR SINGLE RESOURCES AND INITIAL ACTIONS

## Course information

Building on the knowledge gained from IMS 100, the IMS 200 course provides training for personnel who are likely to take on a supervisory role within an Incident Management System.

The online course is designed to enable personnel to operate effectively during an incident within the management system. IMS is a flexible tool and as you work through the courses you will see how it can be effectively adapted for all types of emergencies.

### IMS 200 Topics covered:

- **Leadership and management**
- **Delegation of authority and management of objectives**
- **Functional areas and positions**
- **Briefings**
- **Organisational flexibility of command**
- **Course summary**

### On completion of the course the delegate will be familiar with:

- **Chain of command and unity of command**
- **Modular organisation**
- **Management of objectives**
- **Manageable span of control**
- **Transfer of command**



**Name:** IMS 200 – IMS for Single Resources and Initial Actions

**Duration:** 120 minutes (approx.)

### Knowledge Check:

Inter-module assessment questions, to test knowledge and understanding throughout, followed by a 10 question final graded assessment.

### Course Information:

The aim of this course is to build on the knowledge gained from the IMS 100 – Introduction to the Incident Management System course, or provide training and resources for personnel who are likely to assume a supervisory position within the IMS.

### Key features and benefits of our e-learning courses include:

-  The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.
-  Once the e-learning courses have been successfully completed a certificate can be downloaded.
-  Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.
-  Reduces training costs and time.





# INTRODUCTION TO CONTROL OF WORK

## Course Objective:

The aim of this course is to give candidates an overview of a typical Control of Work system, the features that make up the system and the responsibilities of every person within the system.

## Learning Outcomes:

- Describe the Control of Work system
- State the purpose of the Control of Work system
- Identify the elements within the Control of Work system
- List the five steps within the Control of Work system
- Explain how to plan within the Control of Work system
- Explain the Risk Assessment process within the Control of Work system
- Explain how work is controlled under a Permit to Work
- Explain the life cycle of the Permit to Work
- Describe the communication processes within the Control of Work system
- Summarise Lock Out Tag Out
- Describe Sub-Systems within the Control of Work system

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Introduction to Control of Work

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course is suitable for all members of the work party. Real life examples of failures within Control of Work systems and their consequences will demonstrate why following procedures within Control of Work systems is essential. Candidates will also learn about Planning, Risk Assessment, Permit to Work, Lock Out Tag Out, Sub-Systems, Toolbox Talks and the responsibilities of every person under the Control of Work system.





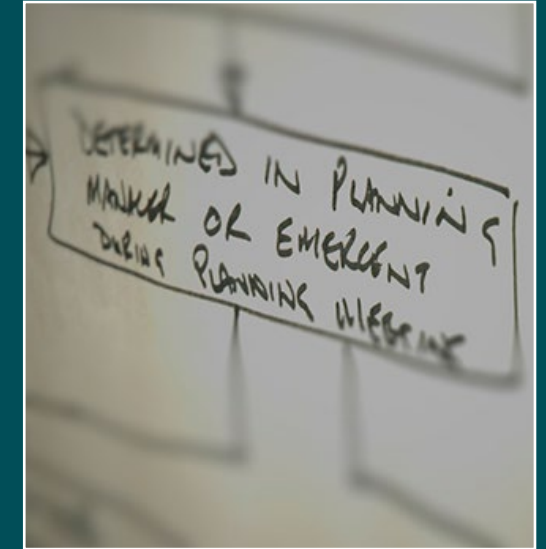
# INTRODUCTION TO CONTROL OF WORK

## Course Objective:

This course is aimed predominantly at Work Party members who are working under permits and certificates supervised by a Performing Authority.

## Learning Outcomes:

- Explain the reasons for the Control of Work system
- Explain the scope and application of the Control of Work system
- Define the key roles within the Control of Work system
- Explain the 5 stages of the Control of Work Process
- Explain that following procedures is fundamental to the Control of Work process



**Name:** Introduction to Control of Work

**Duration:** 1 Day

## Competence Check:

Continual assessment throughout

## Course Information:

This course introduces delegates to the reasons for implementing Control of Work systems and explains the scope and application of the Control of Work system. It describes the information required at the different stages of the process and the potential for serious consequences if there are errors in communications. Delegates will actively participate in practical exercises helping underpin their knowledge gained in the programme.



# LEGIONELLA AWARENESS

## Course Objective:

The aim of this course is to provide candidates with an awareness of Legionella, what it is, where it can be found, how it is treated and how it can affect them.

## Learning Outcomes:

### Explain what Legionella is and where it can be found

- Identify systems which present a risk of Legionella increasing
- Explain how Legionella multiplies
- Identify the temperatures that affect Legionella
- Explain what Legionnaires' disease is and how it is contracted

- Describe who can be affected by Legionnaires' disease
- Identify when the symptoms of Legionnaires' disease begin
- Describe the symptoms of Legionnaires' disease
- Describe how the risk of Legionella is controlled in water systems
- Explain how water is treated
- Describe cleaning and disinfection procedures

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



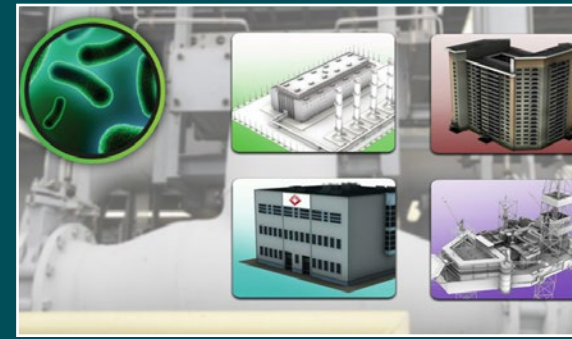
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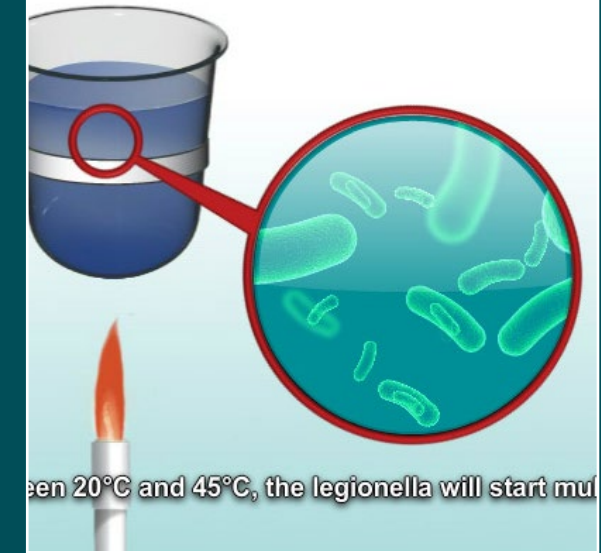
Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



...n the temperature gauge to learn more



...een 20°C and 45°C, the legionella will start mu

**Name:** Legionella Awareness

**Duration:** 30 minutes

**Knowledge Check:** 20 Questions Assessment

**Course Information:**

This course is suitable for all members of staff.



# LIFTING OPERATIONS AND LIFTING REGULATIONS (LOLER)

## Course Objective:

The aim of this course is to prevent workplace accidents by raising awareness of the hazards present in Lifting Operations.

## Learning Outcomes:

- Recall the key definitions and terms used for lifting operations.
- Define LOLER
- Identify LOLER regulations in the workplace
- Identify the features of planning a lift
- Describe the classification of lifts – routine and non-routine
- Identify the examination and testing of equipment that is required under the regulations
- Identify the training that is required under LOLER
- Identify which equipment is covered under LOLER
- Identify the different types of lifting accessories
- Identify the different roles in lifting activities offshore
- Identify the hazards associated with mechanical lifting offshore, including equipment hazards.
- Explain the Safe Working Load and Colour Coding Practices.
- Identify safe lifting practices

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



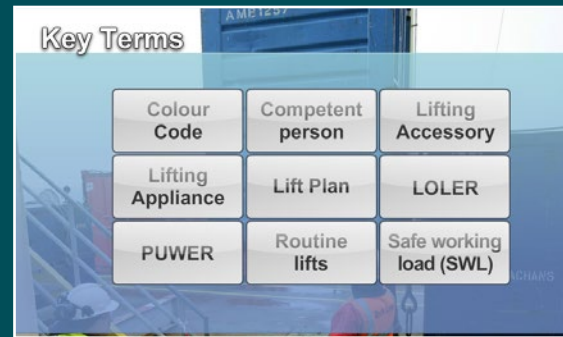
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Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Lifting Operations and Lifting Regulations (LOLER)

**Duration:** 40 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course explains Lifting Operation and Lifting Equipment Regulations (LOLER), the different types of lifting equipment, factors to consider when selecting equipment, the hazards of mechanical lifting activities and the roles involved in such activities.





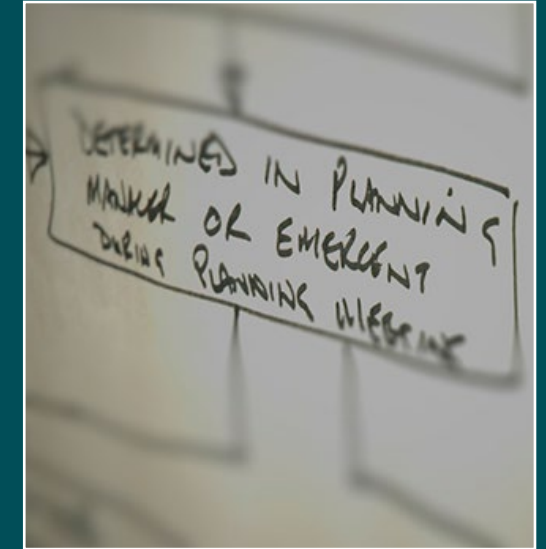
# LIFTING OPERATIONS AND LIFTING REGULATIONS (LOLER)

## Course Objective:

The aim of this course is to build on existing knowledge of lifting operations and provide thorough understanding of Lifting Operations and Lifting Equipment Regulations (LOLER) using realistic scenarios and the necessary documentation.

## Learning Outcomes:

- Define the key legislation applying to hoisting and lifting
- Explain key roles and responsibilities
- Explain the terms: lifting and hoisting
- Explain the hazards associated with lifting operations and the relevant controls
- Explain how to plan a lift and the stages necessary
- Explain the terms: lifting equipment, lifting appliances and lifting accessories
- Describe the 4 types of lifting operations
- Explain the safety requirements for each
- Conduct a TRA on a Lifting Operation



**Name:** Lifting Operations and Lifting Regulations (LOLER)

**Duration:** 1 Day

## Competence Check:

Continual assessment throughout

## Course Information:

This course looks at the lifting regulations, different types of lifting equipment found on and offshore, factors to be considered when selecting equipment, the hazards of mechanical lifting activities and the different roles involved in such activities.



# LOTO AWARENESS

## Course Objective:

The aim of this course is to provide candidates with an overview of Lock Out Tag Out (LOTO); what it is, when we need it and why we need it; the key roles and responsibilities and the typical 8 steps within the isolation process.

## Learning Outcomes:

- Explain why energy isolation is required
- Explain the purpose of isolations
- Describe key terminology used in isolations
- List the legislation applicable to LOTO
- Explain who is typically involved in isolations
- Describe the training requirements for workers involved in isolations
- List the 8 steps of isolation
- Give examples of when to use lock out
- Identify the different types of isolation devices
- Describe what to do if lock out cannot be used

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



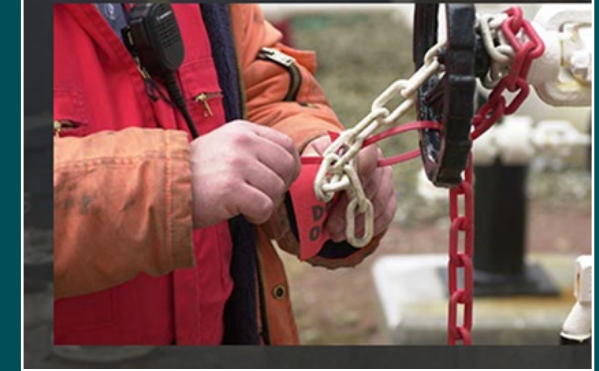
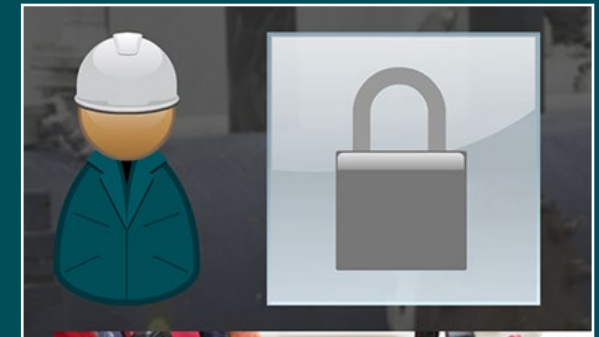
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** LOTO Awareness

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This is an awareness course, suitable for all employees working in hazardous industries. Candidates will learn what Lock Out Tag Out is and how it fits into the isolation process. Delegates will be able to demonstrate an understanding of key terminology and equipment used in the isolation process and the legislation associated with LOTO.





# MANUAL HANDLING

## Course Objective:

The aim of this course is to prevent workplace accidents caused by incorrect manual handling. This course has been designed to give candidates an understanding of manual handling, the causes of injury, common injuries, guidance on the proper lifting techniques and the use of manual handling aids.

## Learning Outcomes:

- Explain what manual handling is
- Describe the structure of the human spine
- Identify factors that contribute to manual handling incidents
- Identify the common causes and injuries involved in manual handling
- Identify proper lifting techniques and the importance of ergonomic design
- Identify ways to reduce manual handling incidents
- Identify the purpose, factors and responsibility of the risk assessment

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



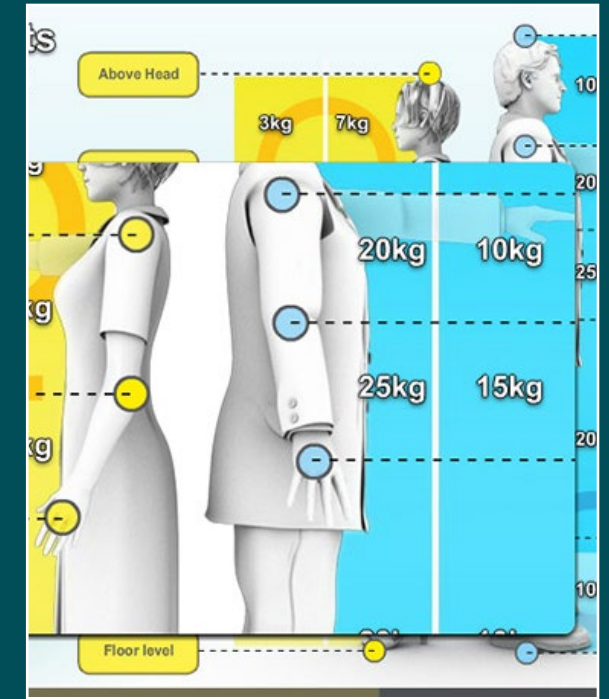
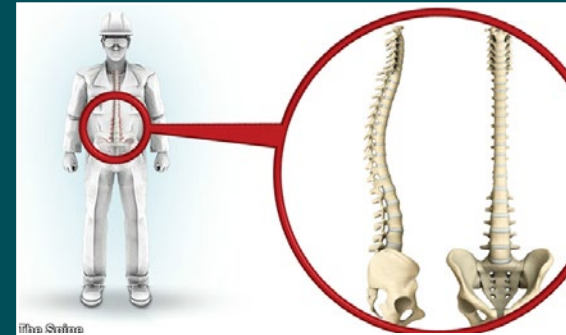
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Manual Handling

**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

The manual handling course is suitable for all employees involved in any manual handling operation. It deals with all aspects of manual handling, including lifting, pushing and pulling, relevant safety legislation and manual handling risk assessments.





# NATURALLY OCCURRING RADIOACTIVE MATERIAL (NORM)

## Course Objective:

The aim of this course is to provide an awareness of the dangers of working in an NORM environment.

## Learning Outcomes:

- Give an overview of radioactivity
- Describe NORM
- Give an overview of the health and safety issues relating to NORM
- Explain where NORM is found
- Give an overview of legislation and employer responsibilities with regard to NORM
- Explain how NORM is detected
- Outline the precautions that should be taken when working in an environment where NORM may be found

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



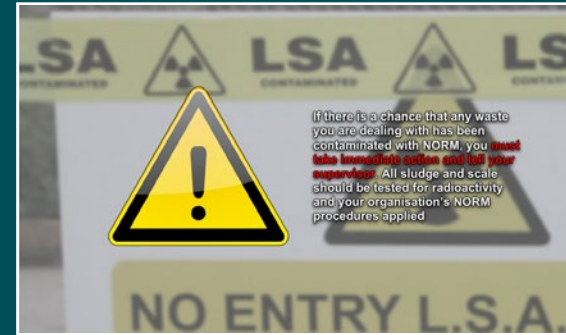
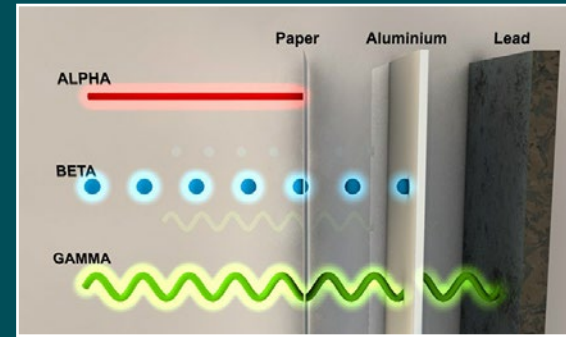
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** NORM (Naturally Occurring Radioactive Material)

**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course has been designed to give candidates an understanding of the legal requirements, methods and responsibilities for managing NORM waste from operations in the oil industry, both on and offshore.



# NOISE AWARENESS

## Course Objective:

The aim of this course is to provide information on the hazards associated with noise. It is suitable for all employees working in noise intensive environments.

## Learning Outcomes:

- Identify the common noise hazards
- Identify the Noise at Work Regulations
- Identify the human ear and the different noise exposure warning signs
- Identify the different recommended noise limits
- Identify the risks of noise exposure
- Describe the different noise control measures that can be used
- Explain the different types of hearing protection

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



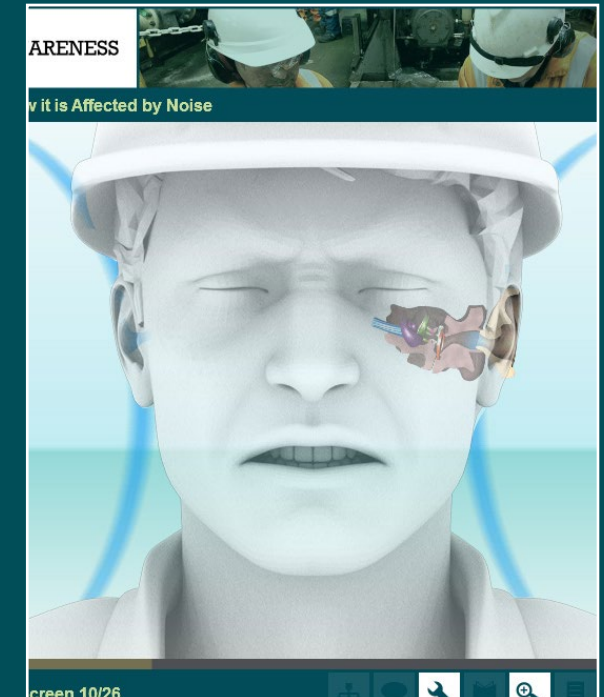
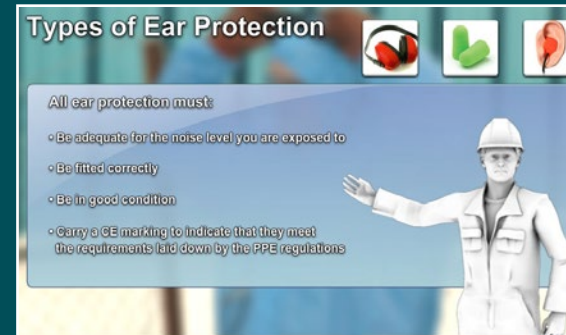
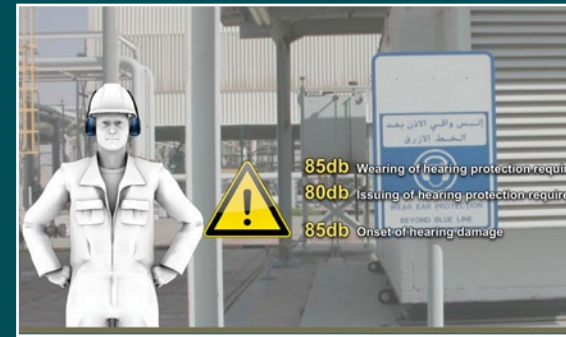
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Noise Awareness

**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course has been developed in conjunction with industry experts and provides an awareness of noise and vibration regulations, different noise levels found in industry, the human ear, the hazards associated with noisy environments and how we can control these.



# OFFSHORE BASIC SPILL RESPONDER

## Course Objective:

The aim of this course is to provide you with the necessary skills and knowledge to safely and effectively deal with any basic spill you may be faced within the offshore working environment.

## Learning Outcomes:

- Describe the working environment
- Explain spills and how we can prevent them from occurring
- Explain how to identify basic spills
- Describe adsorbents
- Describe the types of spill kits available
- Identify the steps of spill response including how to report a spill
- Explain the requirement for Control of Substances Hazardous to Health (COSHH) regulations
- Explain the Risk Assessment

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



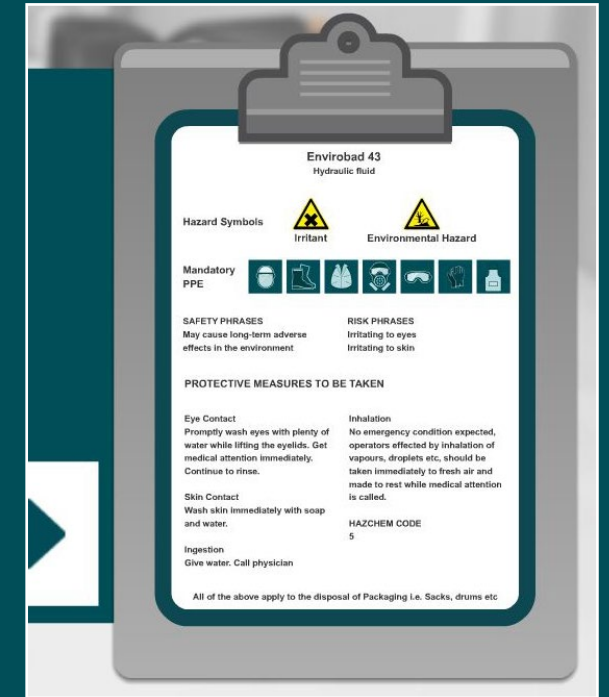
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Offshore Basic Spill Responder

**Duration:** 90 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

The course is suitable for all offshore employees and looks at how, why and where spills occur. The programme describes a safe step by step approach to spill response and explains how to assess the risk, identify the substance and select the correct PPE. Delegates can then put theory into practice using a range of interactive exercises and real-life scenarios in preparation for dealing with a variety of basic spills offshore.





# OIL SPILL AWARENESS FOR VESSEL CREWS

## Course information

This course has been developed to give those that have the “first hit” capability the necessary knowledge to respond quickly and effectively when responding to an offshore oil spill incident.

Designed primarily for Standby Vessel Masters and Crews and First Responders, it is an ideal knowledge-building course for a global audience and provides an easy to understand introduction to offshore spill response.

Provided as an e-learning course, it is easily accessible and is an excellent awareness course, applicable to anyone who may be asked to respond to an oil spill offshore.

## Learning outcomes

- Describe how oil behaves in the sea and changes over time
- Estimate the trajectory of oil, based on the wind speed and current
- Use of BONN Oil Appearance Colour Code to describe the thickness and size of an oil spill
- Discuss the advantages and disadvantages of using dispersant
- Describe the correct process for applying dispersant
- Explain how to carry out oil sampling

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Oil Spill Awareness for Vessel Crews

**Duration:** 120 minutes

## Knowledge Check:

Inter-module assessment questions, to test knowledge and understanding throughout, followed by a 10 question final graded assessment.

## Course Information:

The aim of this course is to give First Responders and Standby Vessel Masters and Crew the necessary knowledge to deal with an oil spill responsibly and effectively.





# ON SCENE SPILL RESPONDER (UK DBEIS LEVEL 1 APPROVED)

## Course Objective:

The aim of this course is to provide you with the necessary skills and knowledge to safely and effectively deal with any basic spill you may be faced within the offshore working environment.

## Learning Outcomes:

- Identify potential hazards that could lead to a spill and potential locations of a spill
- Assess potential environmental impacts
- Explain the purpose of an oil pollution emergency plan
- Implement a response strategy
- Assess danger to human health
- Identify properties of spilled oil
- Report a spill to MRCC
- Report a spill by PON1
- Quantify a spill using measured or calculated data from operational or production losses
- Measure the oiled area
- Allocate apparent coverage
- Apply thickness band for apparent appearance
- Calculate minimum and maximum volume
- Explain the use of aerial surveillance
- Explain the use of oil modelling
- Describe the concept of tiered response
- Decide on the preferred response option
- Monitor and review the situation
- Explain what dispersants are and when to use them
- Identify the areas where approval from the licensing authority is required
- Describe how to contain and recover oil
- Describe oil sampling and the guidelines available
- Explain the purpose of the shoreline protection plan
- Describe the Emergency Pollution Control regulations

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



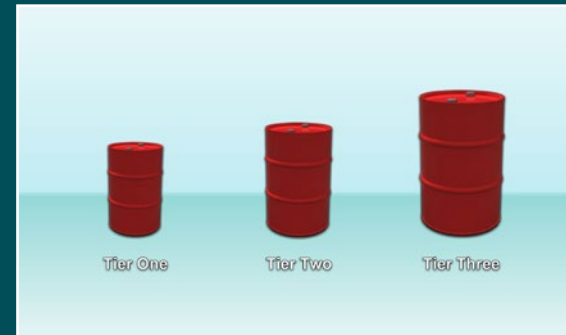
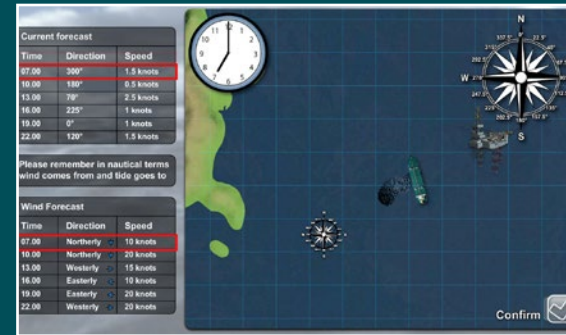
Upon successful completion the accredited certificate will be provided.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** On Scene Spill Responder (DBEIS Level 1 Approved UK)

**Duration:** 120 minutes

## Knowledge Check:

24 Questions Assessment (closed book)

## Course Information:

The UK On-Scene Responder Course is suitable for Offshore Installation Managers and company representatives. This course has been accredited by the Nautical Institute on behalf of the Department of Business, Energy and Industrial Strategy (DBEIS), as meeting the statutory training requirements, stipulated in the Offshore Installation (Emergency Pollution Control) Regulations 2002. The course looks at how and why spills occur; assessing environmental impact, emergency pollution planning and how to respond to a spill correctly including reporting requirements. Included in the course are a range of interactive exercises and real-life scenarios to put theory into practice.



\*Previously the Department for Energy and Climate Change (DECC)





# ONSHORE BASIC SPILL RESPONDER

## Course Objective:

The aim of this course is to provide you with the necessary skills and knowledge to safely and effectively deal with any basic spill you may be faced within the onshore working environment.

## Learning Outcomes:

- Describe the working environment
- Explain spills and how we can prevent them from occurring
- Explain how to identify basic spills
- Describe adsorbents
- Describe the types of spill kits available
- Identify the steps of spill response including how to report a spill
- Explain the requirement for Control of Substances Hazardous to Health (COSHH) regulations
- Explain the Risk Assessment

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



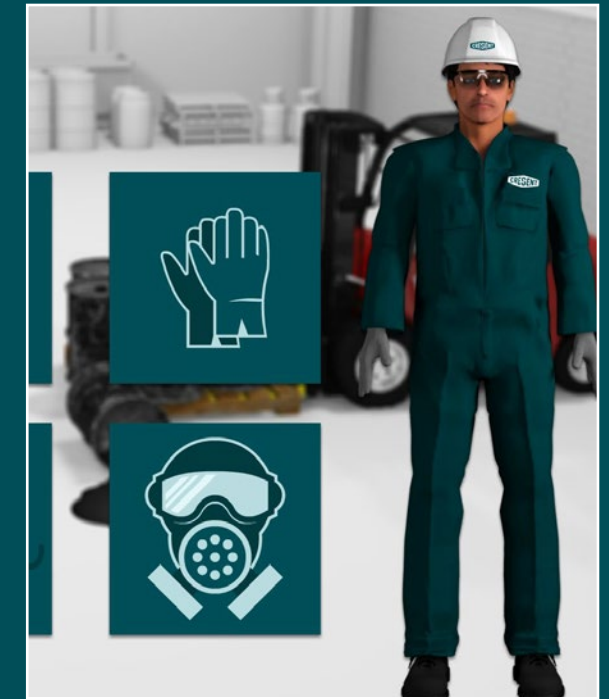
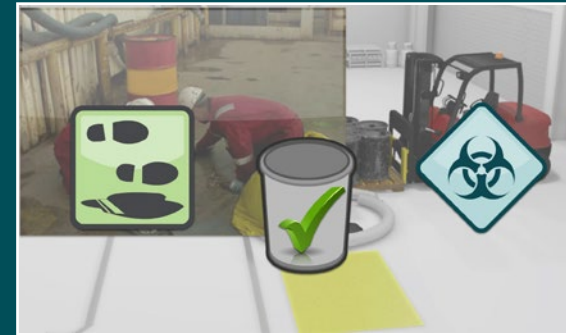
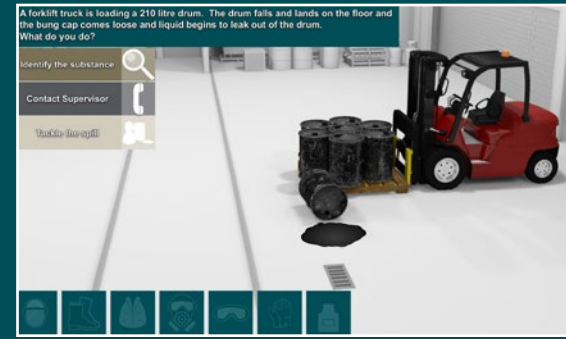
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Onshore Basic Spill Responder

**Duration:** 90 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

The course is suitable for all onshore employees and looks at how, why and where spills occur. The programme describes a safe step by step approach to spill response and explains how to assess the risk, identify the substance and select the correct PPE. Delegates can then put theory into practice using a range of interactive exercises and real-life scenarios in preparation for dealing with a variety of basic spills onshore.







# PRESSURE TESTING

## Course Objective:

The aim of this course is to provide the candidate with the knowledge to carry out pressure testing, under close supervision, on liquid mediums.

## Learning Outcomes:

- Explain the concept of pressure
- State the units of measurement most often used in the industry and the difference between psi and bar
- Explain the need for, and objectives of, pressure testing
- Explain the concepts of operating pressure and test pressure, and the relationship between them
- Describe the sequence of steps involved in a pressure test and the medium used
- Be aware of the Task Risk Assessment process and its role in providing a safe working environment in the pressure testing sequence
- Describe and identify safety measures typically involved in pressure testing
- Explain the tasks they can expect to undertake when participating in a pressure test following successful completion of this course

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



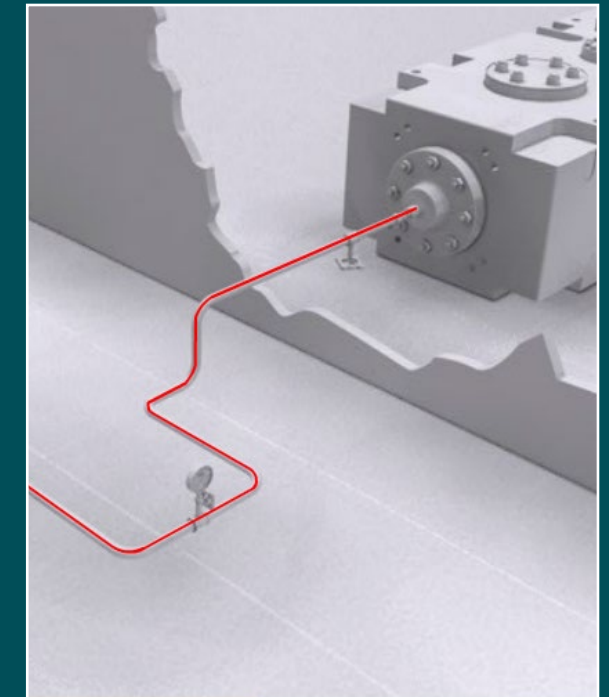
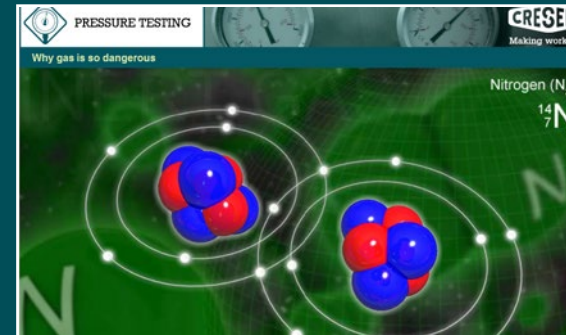
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Pressure Testing

**Duration:** 60 minutes

**Knowledge Check:**

24 Questions Assessment

**Course Information:**

This course will give candidates a good overall awareness of pressure and how it is measured. It will explain why pressure testing is required, how it is carried out, the hazards of pressure testing and the controls that should be in place to ensure the process is carried out safely.



# PROCESS ISOLATIONS

## Course Objective:

The aim of this course is to provide candidates with information relating specifically to process isolations, such as the key roles and responsibilities within the isolation process. The course explains isolation planning, the different types of isolations, isolation monitoring, the methods available, and the Process Isolations Standards.

## Learning Outcomes:

- Explain the purpose of energy isolations
- Identify the main reasons for isolating
- Describe what a process isolation is
- Describe key terminology used in the isolation process
- Identify the central roles and responsibilities involved in isolations
- Identify the fundamental stages of process isolation
- Describe the different process isolation methods
- Identify the different types of isolation security
- Describe isolation monitoring
- Identify examples of human errors in the isolation process
- Identify examples of isolation controls
- Describe the training requirements for workers involved in isolations
- Describe the compliance and auditing required for the isolation process

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



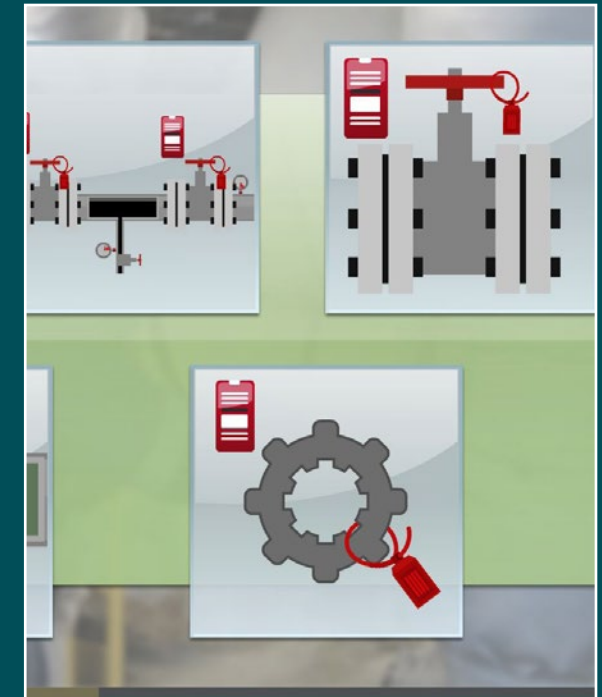
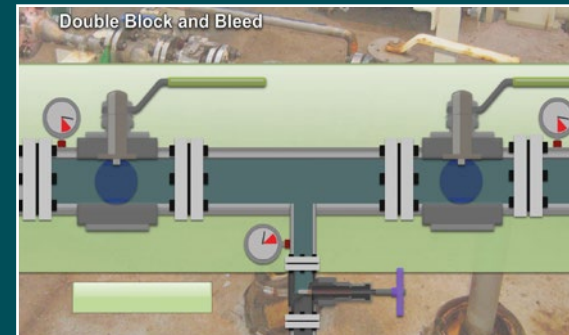
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Process Isolations

**Duration:** 90 minutes

**Knowledge Check:**

30 Questions Assessment

**Course Information:**

This course emphasises that the purpose of Process Isolations is to prevent harm to personnel, plant and the environment from the unintended or unplanned release of energy and/or hazardous products from systems during service or maintenance activities.



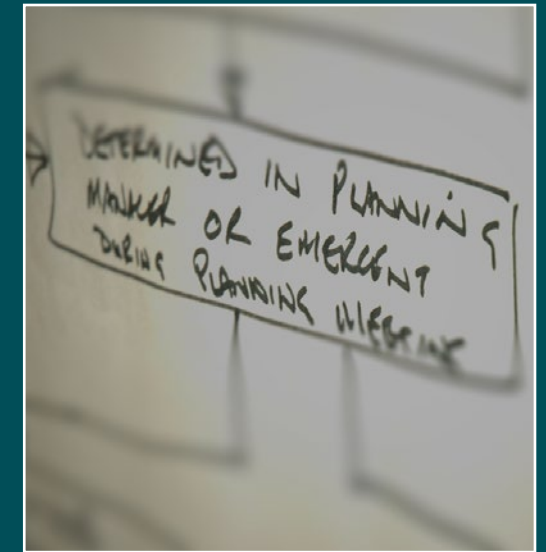
# PROCESS ISOLATIONS

## Course Objective:

The aim of this course is to provide candidates with information relating specifically to process isolations, such as the key roles and responsibilities within the isolation process. The course explains isolation planning, the different types of isolations, isolation monitoring, the methods available, and the Process Isolations Standards. The course explains that isolations are a task in their own right and require a systematic, rigorous and consistent approach.

## Learning Outcomes:

- Describe why effective isolations are so important
- Examine helpful and harmful attitudes to isolating
- Describe the impact of poor isolations on people and plant
- Explain using company practice or, HSG 253 isolations as a tool for improvement
- Identify the scope of isolations and requirements.
- Describe an isolations process and define what good looks like.
- Explain what's involved in systematic application of applying isolations.
- Describe the potential impact of isolations on delegates when they return to site.
- Clarify the scope of the planning process
- Explain likely areas of change for the isolation team
- Describe the specific CoW planning requirements for isolations
- Identify the content of an isolation / reinstatement plan
- Identify key planning related actions required by the team
- Explain what is to be considered when breaking containment
- Identify key planning related actions required by the team
- Demonstrate application and compliance
- Explain the importance of behaviour and communication
- Describe the impact of human factors on application of isolations
- Explain the barriers of communication
- Explain effective communication
- Preparation for the practical element of the course



**Name:** Process Isolations

**Duration:** Delegates will benefit from 1 day's classroom training and 2 days' practical training at a dedicated purpose built facility.

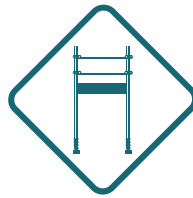
## Knowledge Check:

Continual assessment throughout

## Course Information:

This course emphasises that the purpose of Process Isolations is to prevent harm to personnel, plant and the environment from the unintended or unplanned release of energy and/or hazardous products from systems during service or maintenance activities.





# SCAFFOLDING AWARENESS

## Course Objective:

The aim of this course is to give candidates an awareness of scaffolding components and procedures.

## Learning Outcomes:

- Describe what a scaffold is and why it is used
- Define the key terms used in the construction of scaffolds
- Recognise the basic components of a scaffold
- Describe the key elements of a scaffold
- Identify the different types of scaffolding structures
- Identify hazards associated with the use of scaffolding
- List the basic tools used in the construction of a scaffold
- Describe the PPE requirements for scaffolding
- List the requirements for access to scaffolds
- Identify the responsibilities of key personnel involved with scaffolding
- Describe the use of the Scafftags system
- Describe the importance of scaffold inspections

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Scaffolding Awareness

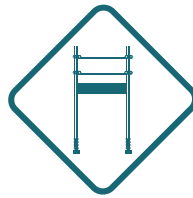
**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

The course includes information on the basic tools used to construct scaffolds, the personal protective equipment required, the roles and responsibilities associated with scaffolding work, and the importance of inspections.



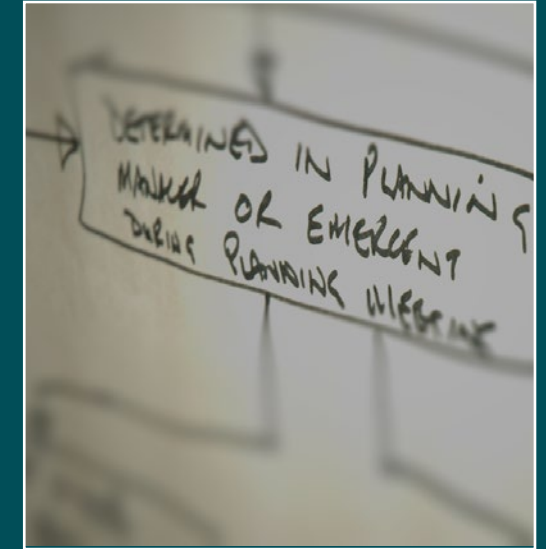
# SCAFFOLDING AWARENESS

## Course Objective:

The aim of this course is to develop candidates' awareness of scaffolding practices. The course will explain what a scaffold is, describe the different elements used in the construction of scaffolding and help candidates recognise the types of scaffold and their specific uses.

## Learning Outcomes:

- Describe the key elements in the design and construction of different types of scaffold
- Identify the responsibilities of key personnel involved in the erection, inspection, use and dismantling of scaffolding
- Identify the hazards associated with the erection, use and dismantling of scaffolding
- List the controls necessary to reduce the risks associated with erection, use and dismantling of scaffolding
- List the basic requirements for decking, guard rails and toe boards



**Name:** Scaffolding Awareness

**Duration:** 1 Day

## Knowledge Check:

Continual assessment throughout

## Course Information:

This course emphasises that the scaffold is a temporary structure, explains the three basic forms of scaffolding, the various categories within those forms and the kinds of equipment used in its' construction.



# SLIPS, TRIPS AND FALLS

## Course Objective:

This course has been designed to help candidates prevent slips, trips and falls.

### Learning Outcomes:

- Outline the legislation and guidance that refers to slips, trips and falls
- Outline the impact of slips, trips and falls on accidents statistics
- Give an overview of slips, trips and fall hazards
- Give an overview of slips, trips and fall hazards offshore
- Give an overview of slips, trips and fall hazards in the office and at home
- Give an overview of the importance of good housekeeping
- Outline the typical hazards involved in work at height
- Describe the prevention of falls from height
- Give an overview of ladder safety
- Explain the trailing hand technique

### Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



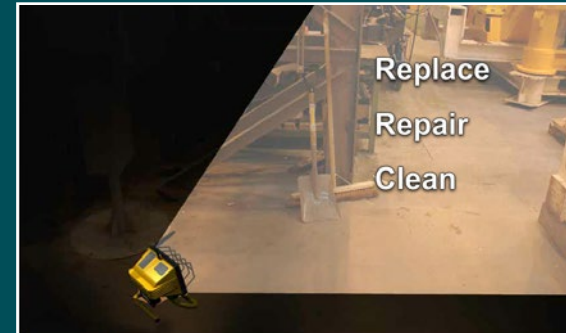
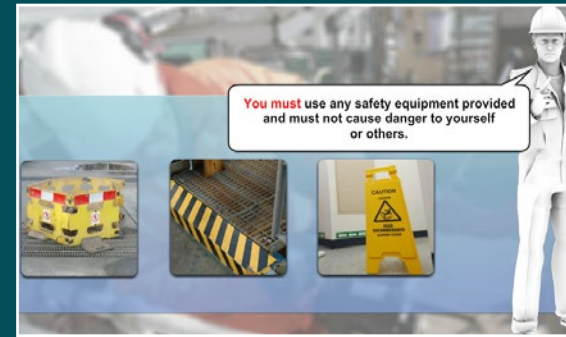
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



Click on those that show trip hazards.



**Name:** Slips, Trips and Falls

**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

Slips, trips and falls are the most common cause of major injuries at work and can happen almost anywhere. They are the leading cause of work related injuries and fatalities.





# STRESS MANAGEMENT

## Course Objective:

The aim of this course is to provide candidates with information on how to manage work related stress, identify the signs of stress and mental illness, as well as learn about their employer's roles in managing stress.

## Learning Outcomes:

- Define stress and work-related stress
- Explain why stress needs to be tackled
- Identify the signs of stress
- Explain what you can do when you notice signs of stress
- Explain what you can do to deal with mental illness
- Explain the Management Standards Approach and each of the six standards: Demands, Control, Support, Relationships, Role, Change
- Identify the main features of a suitable and sufficient risk assessment for work-related stress
- List the steps in the management approach to risk assessment for work-related stress

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



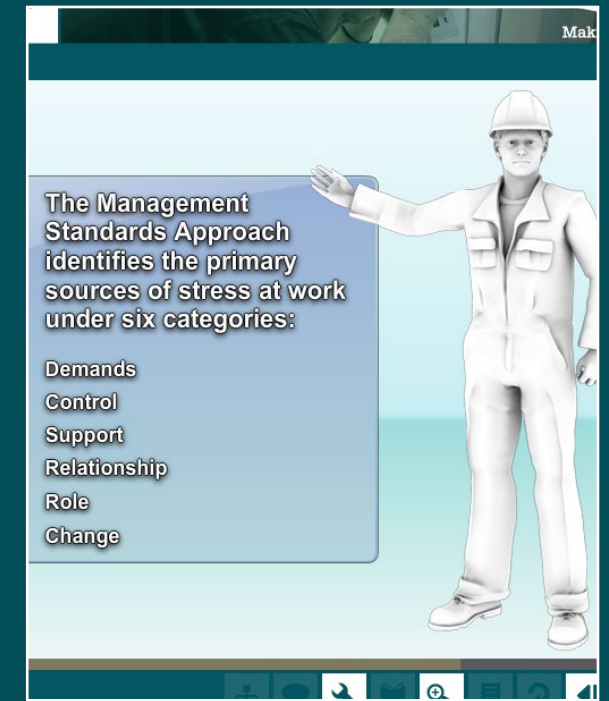
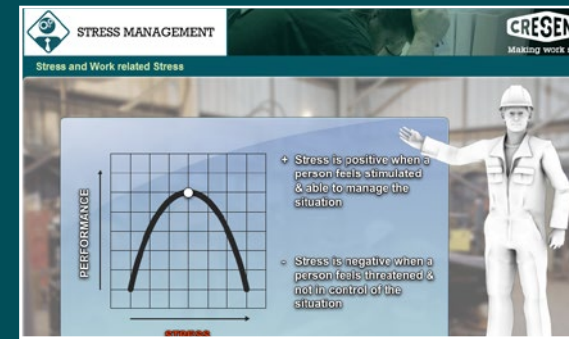
Once the e-learning courses have been successfully completed a certificate can be downloaded.



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Reduces training costs and time.



**Name:** Stress Management

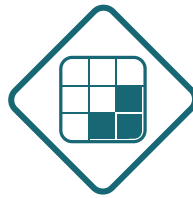
**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course details the Management Standards Approach for work related stress management and each of the six standards: Demands, Control, Support, Relationships, Role and Change.



# TASK RISK ASSESSMENT

## Course Objective:

The aim of this course is to provide candidates with a good understanding of the TRA process.

## Learning Outcomes:

- Define key terminology associated with task risk assessment
- Define the purpose of a task risk assessment
- Describe hazard identification
- Describe the terms hazard and risk
- Recall when a task risk assessment should be carried out and what work categories need to be covered
- Describe what makes an effective task risk assessment
- Identify the roles and responsibilities of a task risk assessment team member
- Describe the steps of a task risk assessment
- Describe the identification of control measures
- Explain the importance of lessons learned
- Identify the general requirements for training in task risk assessment
- Recall what data/findings from task risk assessments should be recorded
- Describe the purpose of a Toolbox Talk
- Explain the importance of communication for the success of a task risk assessment

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



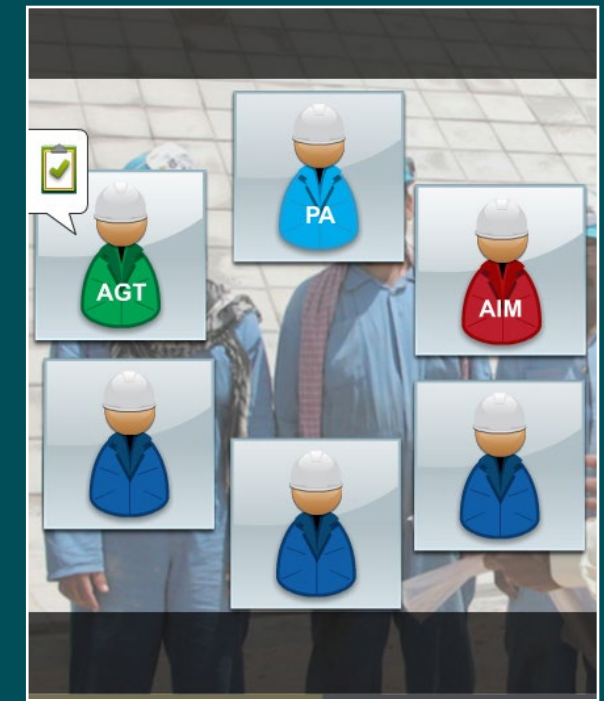
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Task Risk Assessment

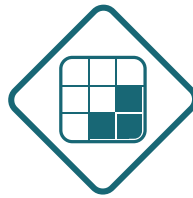
**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Final Assessment

**Course Information:**

This task risk assessment course is suitable for all current or potential members of task risk assessment teams. The course includes information identification of all hazards associated with the work, what a TRA is, how and when it should be carried out and the responsibilities of each person within the process.



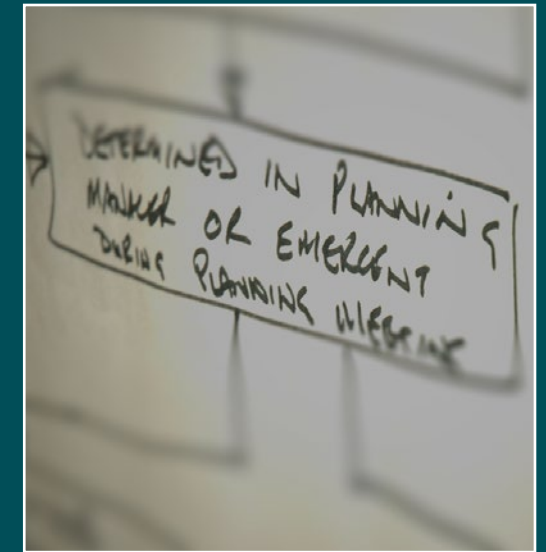
# TASK RISK ASSESSMENT

## Course Objective:

This course provides an in depth understanding of TRA Process; sets standards and explains the importance of Task Risk Assessment, why they are required and the benefits they provide. The course emphasises good practice for successful TRA preparation.

## Learning Outcomes:

- Define key terminology associated with task risk assessment
- Define the purpose of a task risk assessment
- Describe hazard identification
- Describe the terms hazard and risk
- Recall when a task risk assessment should be carried out and what work categories need to be covered
- Describe what makes an effective task risk assessment
- Identify the roles and responsibilities of a task risk assessment team member
- Describe the steps of a task risk assessment
- Describe the identification of control measures
- Explain the importance of lessons learned
- Identify the general requirements for training in task risk assessment
- Recall what data/findings from task risk assessments should be recorded
- Describe the purpose of a Toolbox Talk
- Explain the importance of communication for the success of a task risk assessment



**Name:** Task Risk Assessment

**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This task risk assessment course is suitable for all current or potential members of task risk assessment teams. The course includes a variety of practical exercises allowing a high level of involvement. Delegates will be shown how to prepare a TRA using appropriate information and documents. The course will emphasise that the TRA is a powerful tool which can highlight hazards before an accident.





# TRANSPORTATION OF DANGEROUS GOODS BY AIR

## Course Objective:

This course is designed to give a detailed overview and understanding of the issues surrounding the Transportation of Dangerous Goods by Air. This course has been built in partnership with DANGO Training Services Ltd, subject matter experts and IATA accredited training school and CAA authorised training provider.

## Learning Outcomes:

- Define dangerous goods and legalities for the carriage of dangerous goods
- Identify the different characteristics, classes and types of dangerous goods
- Recognise the effects of air travel upon the transportation of dangerous goods
- Describe the different methods and types of packaging which are appropriate to the safe transportation of each type and class of dangerous goods
- Describe the correct storage methods of dangerous goods
- Identify the recognised standards for labelling and marking required to distinguish each class of dangerous goods
- Define the correct documentation requirements
- Define the loading and handling requirements
- Define the safe handling and emergency information

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



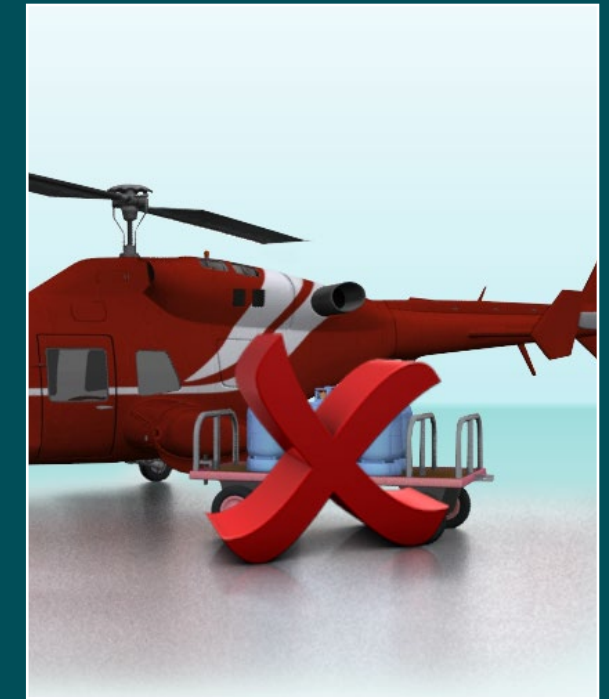
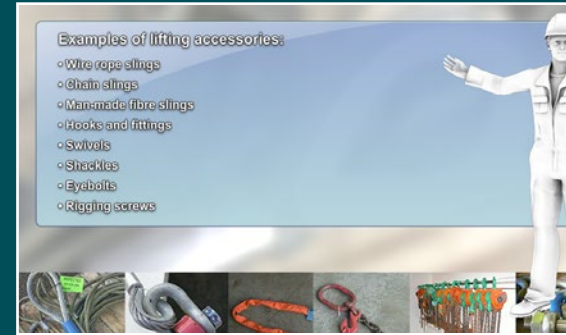
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Transportation of Dangerous Goods (Awareness Level)

**Duration:** 60 minutes

**Knowledge Check:**

30 Question Assessment

**Course Information:**

This course is suitable for anyone involved in the transportation of dangerous goods by air. The course includes information on the legal responsibilities for transportation of dangerous goods or hazardous materials via air and the special considerations that need to be taken. special considerations that need to be taken.

This course is a suitable pre-requisite for OPITO approved Helideck Operations Initial Training (HOIT) training courses.





# TRANSPORTATION OF DANGEROUS GOODS BY SEA

## Course Objective:

This course is designed to give a detailed overview and understanding of the issues surrounding the Transportation of Dangerous Goods by Sea.

## Learning Outcomes:

- Define dangerous goods and explain how to identify them
- Describe the legislation for the transportation of dangerous goods
- Describe the classes and types of dangerous goods
- Describe packing and safe methods of storage
- Explain the transportation of dangerous goods by sea
- Describe the marking and labelling requirements
- Identify the documentation requirements
- Describe the loading and handling requirements
- Explain the safe handling and emergency information

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



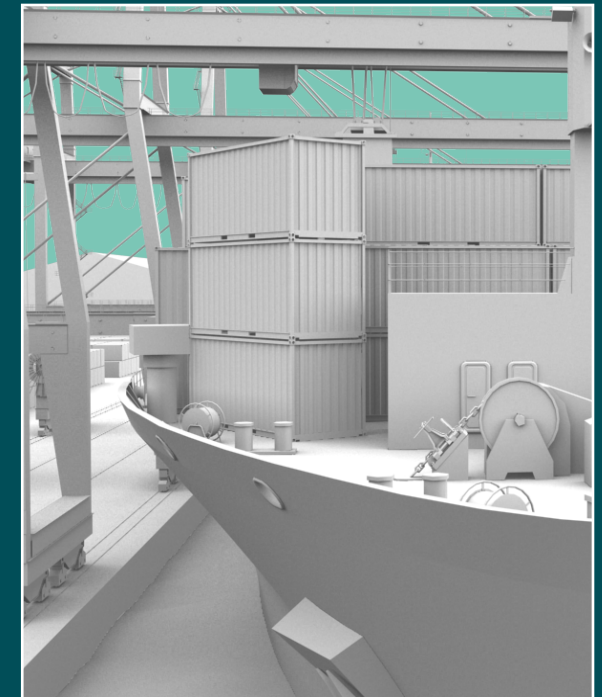
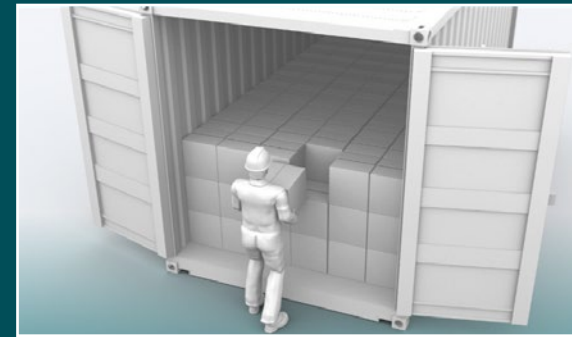
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Transportation of Dangerous Goods by Sea (Awareness Level)

**Duration:** 90 minutes

## Knowledge Check:

20 Questions Assessment

## Course Information:

This course is suitable for anyone involved in the transportation of dangerous goods by sea. It includes information on the legal responsibilities for transportation of dangerous goods or hazardous materials via sea and the special considerations that need to be taken.





# WASTE MANAGEMENT

## Course Objective:

The aim of this course is to give candidates an understanding of proper waste management in order to achieve higher levels of recycling and to minimise the extraction of additional natural resources ensuring resource efficiency.

## Learning Outcomes:

- Describe the importance of waste management
- Identify the legislative controls relating to waste
- Explain the importance of a Waste Management Plan
- Explain the waste management hierarchy
- Identify the types of waste that are generated offshore
- Outline the alternatives to disposing of waste
- Describe waste reduction techniques
- Describe the importance of waste segregation
- Explain the importance of recycling
- Outline the waste management considerations when planning a job

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



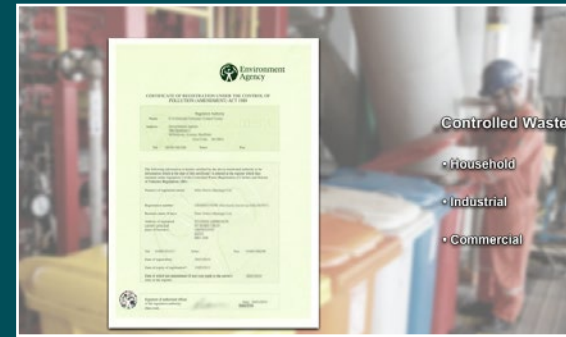
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Reduces training costs and time.



**Name:** Waste Management

**Duration:** 30 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course explains the legal requirements and the methods for managing waste produced by operations in the oil and gas industry.

Minimising waste can deliver both business and environmental improvements. If our resources can be used more efficiently, then less waste will be produced, significantly reducing the harm to the environment.





# WATER MANAGEMENT

## MODULE 1 – WATER MANAGEMENT AWARENESS

### Course Objective:

This module – Water Management Awareness – is part of a comprehensive Water Management programme. There are four modules in total which can be completed by the appropriate job role. This module is particularly useful for giving candidates an awareness level understanding of what wholesome and potable water is and an overview of the water management process.

### Learning Outcomes:

- **Explain what wholesome water and potable water is**
- **Bunkering and Production**
  - Receiving water alongside (ex-pipe, road tankers)
  - Receiving water from other vessels or barges
  - Reverse Osmosis
  - Evaporation
- **Explain the various water treatment options (disinfection) available, including:**
  - Chlorination
  - UV filtration
  - Silver Ionisation
  - Ultra-filtration
- **Identify legislation applicable to water management**
- **Describe water management responsibilities for key job roles**

### Key features and benefits of our e-learning courses include:



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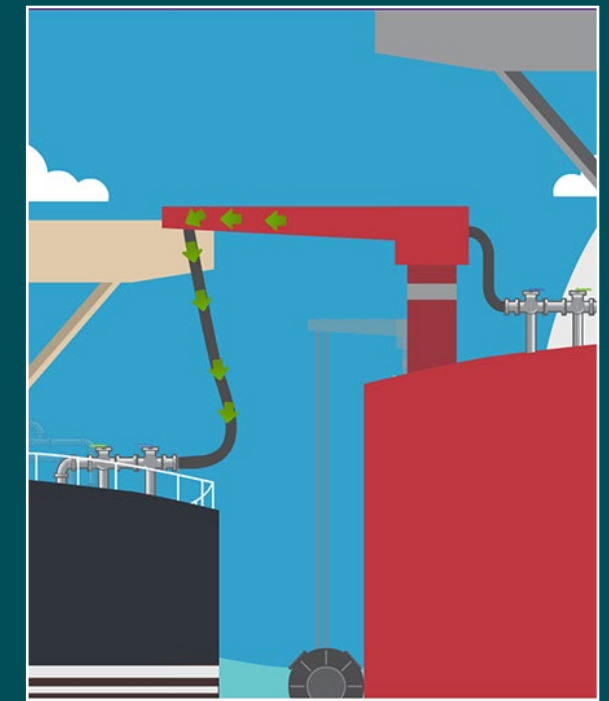
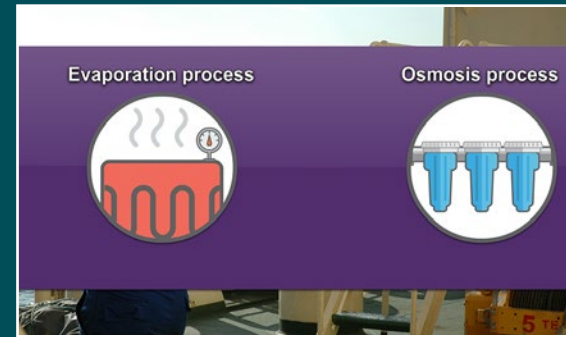
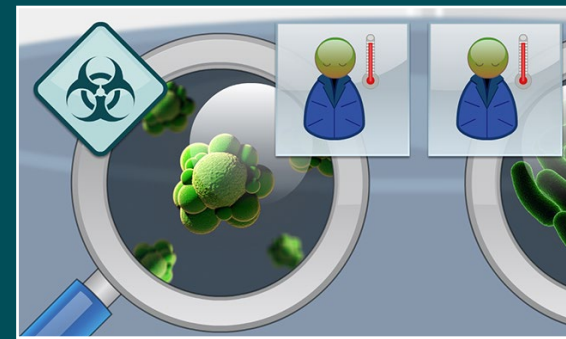
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Water Management – Module 1 – Water Management Awareness

**Duration:** 30 minutes

### Knowledge Check:

10 Questions Final Assessment

### Course Information:

This awareness course is aimed at Medics, 2nd Engineers, Chief Officers or similar. Candidates will be able to identify basic components of water management systems, significantly reducing the harm to the environment.



# WATER MANAGEMENT

## MODULE 2 – HAZARD AND RISK MITIGATION

### Course Objective:

This module – Hazards and Risk Mitigation – is part of a comprehensive Water Management programme. There are four modules in total which can also be completed separately by job role. This module describes key hazards affecting potable water, the potential health risks as a result of these hazards and additional risk mitigations to prevent illness.

### Learning Outcomes:

- Identify the key hazards that can affect potable water including:**
  - The potential for potable water to cause harm
  - The factors that influence potable water hazards
  - Potable water contamination
  - Microbes**
  - Legionella**
  - E-coli**
  - Organic Substances
  - Inorganic Substances
  - Turbidity
- Explain the health risks that can arise from the poor management of water and why they happen**
  - Microbe Contamination
  - Consequences of microbe contamination
  - Consequences of E-coli contamination
  - Emergency treatment of potable water systems
  - Legionella risk
  - Organic and inorganic substance contamination risks
  - Turbidity risk and control
- Additional Risk Mitigation**
  - Sanitation and Hygiene
  - Maintenance
  - Examination and testing
  - Working with potable water chemicals
  - Water supply on dive vessels

### Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



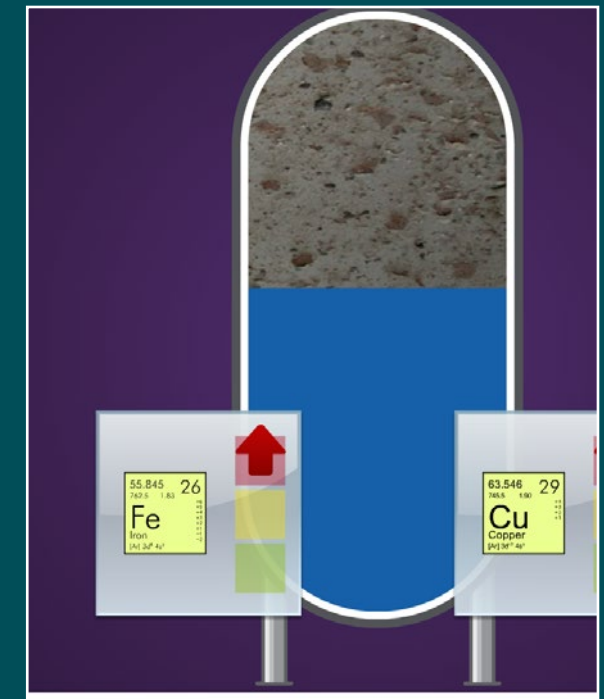
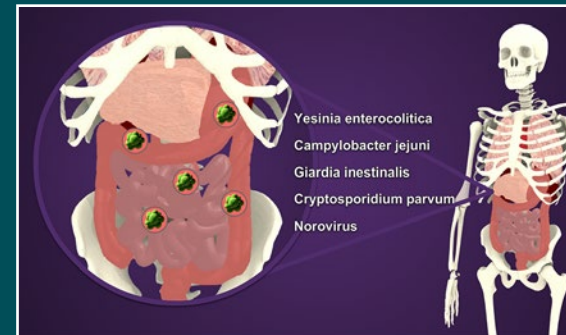
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Water Management – Module 2 – Hazard and Risk Mitigation

**Duration:** 30 minutes

**Knowledge Check:**

10 Questions Final Assessment

**Course Information:**

This awareness course is aimed at 2<sup>nd</sup> Engineers, Chief Officers, Medics or similar.



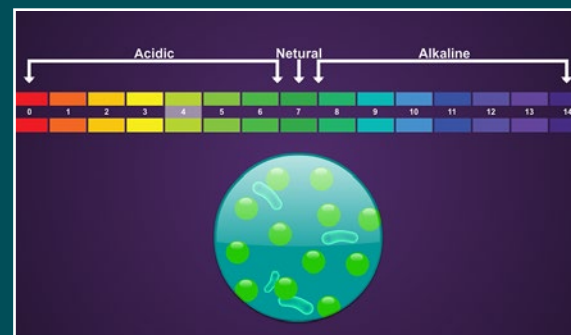
# WATER MANAGEMENT MODULE 3 – SAMPLING, DOSING, CLEANING AND MAINTENANCE

## Course Objective:

This module – Sample, Dosing, Cleaning and Maintenance – is part of a comprehensive Water Management programme. There are four modules in total which can also be completed separately by job role. This module will guide candidates through how to correctly dose potable water, conducting sampling of potable water through various methods and the cleaning and maintenance methods required to reduce hazards.

## Learning Outcomes:

- **Describe how to correctly dose potable water with disinfectant**
  - Explain chlorination
  - Explain the dilution of Sodium Hypochlorite
  - Define the properties of Calcium Hypochlorite
  - List the precautions for mixing disinfectants and name a stable disinfectant
  - Explain Chlorination dosing requirements
  - Describe the pH requirements for Chlorination
  - Describe the requirements to dose Bunker Water
- **Describe how to test the pH of a water sample - Comparator Disc Method**
- **Describe how to test the pH of a water sample - Digital pH meter Method**
- **Explain Water Quality Regulations and Requirements**
- **List the Daily Water Analysis**
- **List the Additional Water Quality Sampling Requirements**
- **Describe Sampling from a tap for Bacteriological Testing**
- **Describe Packing and Shipment of Samples Laboratory Testing**
- **Describe Annual Physical, Chemical and Heavy Metal Sampling**
- **Describe the cleaning and maintenance of a potable water system to reduce potable water hazards**
  - Describe the Cleaning and Disinfection methods of a Potable Water System
  - Describe Planned Maintenance techniques for potable water
  - Recognise improper maintenance
- **Describe the additional control measures employed to reduce potable water hazards**
- **Describe Sampling after Tank Isolation to test the free residual chlorine value**
- **Describe Potable Water Production from Seawater in relation to Conductivity Testing**
- **Describe Conductivity Testing**
- **Describe the Standard Chlorine test using a Comparator Disc test kit**
- **Describe the Comparator test for high levels of Chlorine and Combined Chlorine**



**Name:** Water Management – Module 3 – Sampling, Dosing, Cleaning and Maintenance

**Duration:** 30 minutes

**Knowledge Check:**

10 Questions Final Assessment

**Course Information:**

This course is aimed at 2<sup>nd</sup> Engineers, Chief Officers, Medics or similar.

## Key features and benefits of our e-learning courses include:



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Upon successful completion the accredited certificate will be provided.



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Reduces training costs and time.





# WATER MANAGEMENT

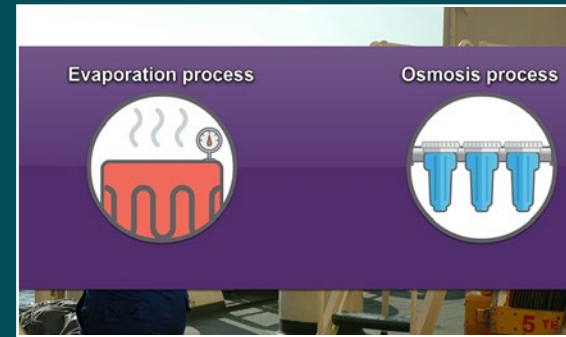
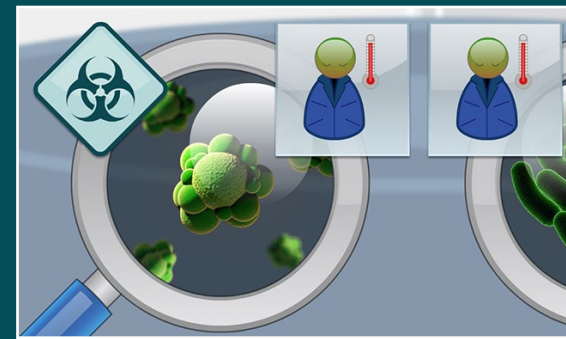
## MODULE 4 – MONITORING, TROUBLESHOOTING, REPORTING & DOCUMENTATION

### Course Objective:

This module – Monitoring, Troubleshooting, Reporting & Documentation – is part of a comprehensive Water Management programme. There are four modules in total which can also be completed separately by job role. This module provides candidates with a clear understanding of the monitoring regimes and troubleshooting methods relevant to potable water, reporting requirements and an understanding of the necessary documents.

### Learning Outcomes:

- **Describe the monitoring regimes and parameters relevant to potable water**
  - Describe troubleshooting methods for testing potable water
  - Describe how to reduce and prevent bad smells or tastes
  - Describe the measures required to prevent highly coloured and turbid water
  - Describe the corrective measures required to avoid low pH values
  - Describe the corrective measures required to avoid high pH values
  - Explain errors in pH recording and how to prevent them
  - Explain high conductivity levels and how to avoid them
  - Describe insufficient U.V. disinfection and how to correct the problem
  - Describe insufficient chlorination and how to correct the problem
  - Explain high colony counts and how to reduce contamination
  - Explain how E.coli, Clostridium perfringens, Intestinal enterococci and coliform bacteria can enter potable water and how to reduce contamination
  - Explain high iron and copper content and how to reduce the levels
- **Explain high heavy metals and Trihalomethanes in water and how to reduce their presence**
- **Explain that documentation is used to maintain good health, safety and environmental compliance of our potable water system**
- **Identify the documentation to be used, the reporting requirements and the process to follow for recording information.**
  - Explain that documentation is required to meet regulations
  - Explain the collection and use of data in relation to potable water management
  - Explain that regulations require Emergency Preparedness
  - Explain the documentation process used to record potable water records
  - Explain the documentation process used to record potable water records and audits



**Name:** Water Management – Module 4 – Monitoring, Troubleshooting, Reporting & Documentation

**Duration:** 30 minutes

**Knowledge Check:**

10 Questions Final Assessment

**Course Information:**

This course is aimed at Chief Engineers, Masters, 2<sup>nd</sup> Engineers, Chief Officers or similar.

**Key features and benefits of our e-learning courses include:**



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



Upon successful completion the accredited certificate will be provided.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



# WORKING AT HEIGHT

## Course Objective:

The aim of this course is to provide candidates with an awareness of how to work at height safely.

## Learning Outcomes:

- Describe what working at height is
- State the risks associated with working at height
- Explain the steps for assessing the safest way to work at height
- Describe considerations when choosing safe access to work at height
- List the equipment that could be used to access work at height and their safety implications
- Identify the responsibilities of each person working at height
- Describe some of the controls that should be put in place when working at height
- Identify PPE requirements for working at height
- Describe equipment inspection requirements
- Describe a dropped object and how to prevent it

## Key features and benefits of our e-learning courses include:

Also available as a classroom course



The courses are delivered using online e-learning tutorials which deliver engaging instructional content, making it easy for learners to understand.



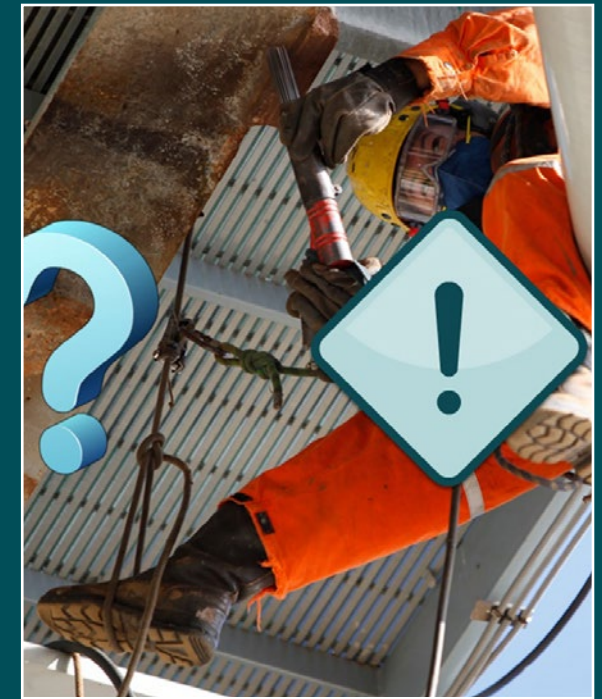
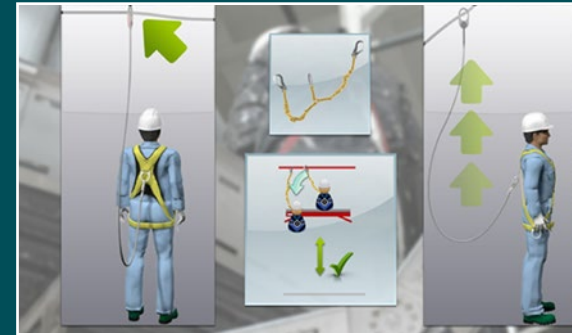
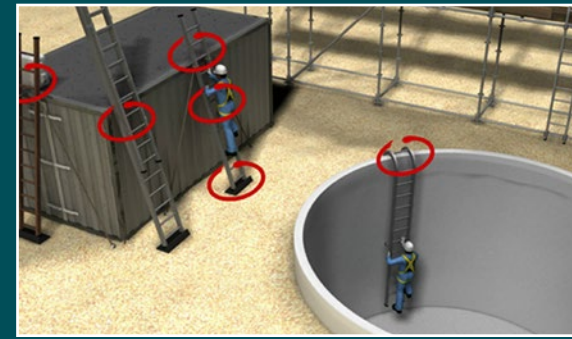
Once the e-learning courses have been successfully completed a certificate can be downloaded.



Designed for distance learning by online study at home or at work. Delegates can complete the courses at their own pace in any location.



Reduces training costs and time.



**Name:** Working at Height

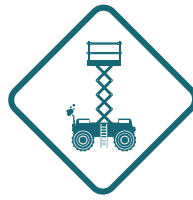
**Duration:** 60 minutes

**Knowledge Check:**

20 Questions Assessment

**Course Information:**

This course explains the risks of working at height, the controls that are put in place to keep the work party members safe and the personal protective equipment (PPE) that must be worn whilst working at height.



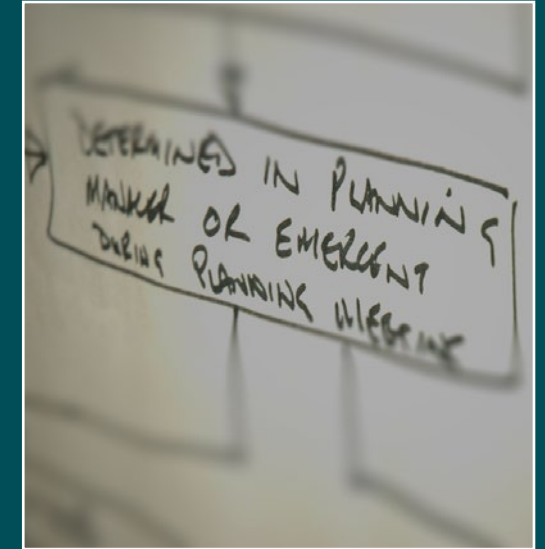
# WORKING AT HEIGHT

## Course Objective:

The aim of this course is to provide candidates with the knowledge to work at height safely. This course explains what working at height is and how person can fall and injure themselves if proper precautions are not taken. Working at height is hazardous and this course will explain the requirements of working at height.

## Learning Outcomes:

- Describe what work at height involves
- Identify the roles and responsibilities of key personnel in work at height activities
- List the hazards associated with work at height
- List the controls required to prevent the release of the hazards



**Name:** Working at Height

**Duration:** 1 Day

## Knowledge Check:

Continual assessment throughout

## Course Information:

This course focuses on the main hazards of working at height, what working at height means, what it involves and who is responsible for key aspects. It also covers the ways in which the employee can be protected from these hazards, other controls and emergency procedures.



# CONTROL OF WORK FOR PERFORMING AUTHORITIES (OPITO APPROVED\*)

## Course Objective and Learning Outcomes:

The aim of this course is to provide candidates with an understanding of the role of the Performing Authority.

### Module1 - Introduction to Control of Work

- Identify the main legal requirements and guidance documents relevant to control of work
- Explain the role of the Performing Authority
- State the responsibilities of the Performing Authority
- State the purpose of Control of Work systems
- Explain the principles of work control, and how work is controlled within typical Permit to Work (PTW) systems
- Identify the main types of Control of Work documents, explain their purpose and why they are cross-referenced to each other
- Identify the main roles within a typical PTW system and the function of each role requirements

### Module2 - Task Risk Assessment

- Define the term “hazard”
- Identify common ways of grouping oil and gas industry workplace hazards
- Define the term “risk”
- Differentiate between the terms “hazard” and “risk”
- Explain the purpose of a task risk assessment
- Identify and explain the main steps of a typical task risk assessment process
- Give a brief explanation of the term ALARP
- Identify and explain the typical controls that would be put in place to eliminate or reduce risk
- Explain risks associated with work-related hazards
- Explain the typical methods for recording a task risk assessment
- Explain how to undertake a review of existing task risk assessments and why reviews are required
- Prepare a task risk assessment



COMING SOON

### Module3 - Controlling Work Activities

- Identify and explain typical steps in planning/preparing for the work activities
- Explain how the Performing Authority can verify isolations for the work activities
- Explain how others may be affected by the work activities
- Know how to comply with typical work control documents and PTW rules and requirements
- Explain the requirement to communicate effectively with everyone involved at the work-site
- Describe the responsibility of the Performing Authority to stop the work if they, or any other person, expresses concerns related to the work activities
- Explain why regular work-site visits and inspections are important
- Identify typical methods for controlling work activities
- Describe the PA’s responsibilities to respond appropriately to unplanned changes to the work plan, changes to the workplace conditions, and how these can affect work-

- site safety
- Identify and explain the hazards and risks of simultaneous working at multiple work-sites

### Module 4: Handover, Work Suspension and Completion

- Explain the requirement for effective hand-overs
- Explain the techniques and methods to ensure effective hand-overs
- Identify typical reasons for suspension of work
- Identify the typical steps in the suspension of work
- Explain typical work completion requirements
- Explain how lessons learned from work activities should be captured and recorded
- Explain how waste from work activities can be managed according to local site rule

(\*OPITO APPROVAL PENDING)



Making work safe

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