



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Occupational Health and Safety Legislation in the Workplace

Health Sciences and Social Services / Preventive Health

Unit Standard 244288 · NQF Level 5 · 8 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with a comprehensive understanding of the legislative framework governing occupational health and safety (OHS) in South Africa. Participants will gain the knowledge to interpret key OHS legislation, identify workplace hazards, and implement compliance measures. The course aims to foster a culture of safety and legal accountability in the workplace.

Category	Health Sciences and Social Services
Subfield	Preventive Health
Unit Standard	244288
Accreditation	SAQA Accredited · NQF Level 5 · 8 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Explain the purpose and scope of the Occupational Health and Safety Act and related regulations.
- Identify the roles and responsibilities of employers, employees, and health and safety representatives under OHS legislation.
- Apply the principles of hazard identification, risk assessment, and risk control in a workplace context.
- Interpret the requirements for incident reporting, investigation, and record-keeping as per legal obligations.
- Demonstrate an understanding of the enforcement mechanisms and penalties for non-compliance with OHS legislation.

WHO SHOULD ATTEND

- This course is designed for employees, supervisors, health and safety representatives, and managers who need to understand and apply OHS legislation in their daily work.
- It is also suitable for individuals seeking foundational knowledge in workplace health and safety compliance.

COURSE OUTLINE

Day 1: Introduction to OHS Legislation and Key Concepts

- Brief history of occupational health and safety legislation.
- Overview of the Occupational Health and Safety Act (OHSA) and its purpose.
- Key definitions: 'employer', 'employee', 'reasonably practicable', 'hazard', 'risk'.
- Core duties of employers and employees.
- Introduction to other relevant legislation (e.g., COIDA, NEMA, Mine Health and Safety Act).
- Understanding the scope and application of OHS legislation.

Day 2: Employer and Employee Duties, Health and Safety Representatives, and Committees

- Employer duties: risk assessments, information, training, supervision.
- Employee duties: cooperation, reporting hazards, using PPE.
- Health and safety representatives: election, functions, powers (inspection, investigation).
- Health and safety committees: establishment, composition, meetings, responsibilities.
- Practical case studies on representative and committee roles.
- Legal implications of non-compliance with duties.

Day 3: Risk Assessment, Hazard Identification, and Control Measures

- The legal requirement for risk assessments under OHSA.
- Steps in the risk assessment process: hazard identification, risk analysis, evaluation.
- Types of hazards: physical, chemical, biological, ergonomic, psychosocial.
- Hierarchy of controls: elimination, substitution, engineering, administrative, PPE.
- Documenting risk assessments and keeping records.
- Practical exercise: conducting a risk assessment in a simulated workplace scenario.

Day 4: Incident Investigation, Reporting, and Emergency Preparedness

- Definition of incident, accident, dangerous occurrence, occupational disease.
- Reporting requirements under OHSA and COIDA.
- Incident investigation process: securing the scene, gathering evidence, interviewing witnesses.
- Root cause analysis techniques (e.g., 5 Whys, fishbone diagram).
- Emergency preparedness: fire, chemical spill, medical emergencies.
- Practical exercise: mock incident investigation and report writing.

Day 5: OHS Management Systems, Compliance, and Continuous Improvement

- Overview of OHS management system standards (ISO 45001, OHSAS 18001).
- Developing an OHS policy and setting objectives.
- Monitoring and measurement: inspections, audits, safety observations.
- Management review and continuous improvement (Plan-Do-Check-Act).
- Integrating OHS legislation into management systems.
- Final assessment and course wrap-up.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **8 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 17,700.00	R 17,700.00
1	In-House	R 23,100.00	R 23,100.00
1	On-Campus (Pretoria)	R 26,700.00	R 26,700.00

UPCOMING SESSIONS

Start	End	Method	Venue
24 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
24 Aug 2026	28 Aug 2026	On-Campus	Bangkok, Thailand
24 Aug 2026	28 Aug 2026	On-Campus	Harare, Zimbabwe
24 Aug 2026	28 Aug 2026	On-Campus	Shenzhen, China
24 Aug 2026	28 Aug 2026	On-Campus	Durban, South Africa
24 Aug 2026	28 Aug 2026	On-Campus	Abu Dhabi, UAE
31 Aug 2026	04 Sep 2026	On-Campus	Shenzhen, China
31 Aug 2026	04 Sep 2026	On-Campus	Harare, Zimbabwe

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 244288) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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