



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

Contractor Safety Management

Custom Courses / Health, Safety and Environment (HSE)

Unit Standard AATICD-0297 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This course equips participants with the knowledge and skills to manage contractors effectively within a health and safety framework. It focuses on legal compliance, risk assessment, and the implementation of control measures to ensure a safe working environment.

Category	Custom Courses
Subfield	Health, Safety and Environment (HSE)
Unit Standard	AATICD-0297
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply the legal requirements of the Occupational Health and Safety Act and relevant regulations to contractor management.
- Analyze the risks associated with contractor activities and implement appropriate control measures.
- Evaluate contractor safety management systems and ensure alignment with organizational standards.
- Design a contractor safety management plan that includes induction, training, and monitoring procedures.
- Implement effective communication and coordination mechanisms between the organization and contractors.
- Demonstrate the ability to conduct audits and inspections to verify contractor compliance with safety requirements.

WHO SHOULD ATTEND

- This course is designed for safety officers, project managers, site supervisors, and anyone responsible for overseeing contractor activities in the workplace.

COURSE OUTLINE

Day 1: Introduction to Contractor Safety Management

- Overview of the Occupational Health and Safety Act (Act 85 of 1993) and relevant regulations
- Contractor management lifecycle: from pre-qualification to close-out
- Roles and responsibilities of the client, principal contractor, and contractors
- Importance of safety culture and leadership
- Introduction to hazard identification and risk assessment (HIRA)
- Case studies of contractor-related incidents and lessons learned

Day 2: Contractor Selection and Pre-Qualification

- Pre-qualification questionnaires and safety files
- Reviewing contractor safety policies, procedures, and records
- Checking contractor compliance with legal requirements
- Assessing contractor training and competency
- Contractor safety audits and site visits
- Documentation and record-keeping for contractor selection

Day 3: Contractor Induction and Training

- Elements of a comprehensive induction program
- Site-specific hazard communication
- Emergency response and evacuation procedures
- Permit-to-work systems and safe work procedures
- Training requirements for high-risk tasks (e.g., working at height, confined space)
- Methods for assessing contractor knowledge and competency

Day 4: Contractor Monitoring and Performance Management

- Monitoring tools: checklists, inspections, and observations
- Conducting safety audits and reviews
- Incident reporting and investigation procedures
- Managing non-conformances and enforcing safety rules
- Key performance indicators (KPIs) for contractor safety
- Stakeholder engagement and communication strategies

Day 5: Contractor Safety Review and Continuous Improvement

- Performance evaluation and feedback mechanisms
- Root cause analysis and corrective action planning
- Sharing best practices and lessons learned
- Updating contractor management procedures
- Developing a comprehensive contractor safety management plan
- Integration with ISO 45001 and other safety management systems

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 **10 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
05 Oct 2026	09 Oct 2026	On-Campus	Kigali, Rwanda
05 Oct 2026	09 Oct 2026	On-Campus	Bangkok, Thailand
05 Oct 2026	09 Oct 2026	On-Campus	Lusaka, Zambia
05 Oct 2026	09 Oct 2026	Online	—
05 Oct 2026	09 Oct 2026	On-Campus	Windhoek, Namibia
05 Oct 2026	09 Oct 2026	On-Campus	Nairobi, Kenya
05 Oct 2026	09 Oct 2026	On-Campus	Mbabane, Eswatini
12 Oct 2026	16 Oct 2026	On-Campus	London, UK

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 AATICD-0297) 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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