

TITLE

Health and Safety Procedures in the workplace

COURSE OVERVIEW

The following training sessions are designed to inform trainees to recognize hazards in the workplace and how to deal with them. The training sessions have been divided into two categories according to the nature of the work and its hazardousness.

COURSE DURATION

4 hours

DELIVERY FORMAT

Classroom

LOCATION

Classroom: 188 Syngrou Andrea Avenue, 17671 Kallithea Attica & e-class platform

COURSE OUTCOME

You will receive an Arkias Academy Certificate.

COURSE CONTENT

Office work

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| - Electrical hazards | What are the dangers of electricity - What to watch out for |
| - Working position – Musculoskeletal | Posture (office work - Manual handling of loads |
| - Trips and falls | Safe movement around the site - Room orderliness |
| - Biological and physical factor | Hygiene - Biological factors, Covid
Lighting, workplace conditions |
| - Fire safety - Emergency needs | Fire and prevention, earthquake, attacks |
| - Occupational stress | What to do |

Construction

- Safe driving	Safe driving instructions
- Electrical hazard	What are the dangers of electricity - What to watch out for
- Access - Trips and falls	Safe movement around the site
- Emergencies - Fire safety	Fire and prevention, earthquake, attacks
- Working at height - Lifting platforms	What are the risks involved? - What to watch out for
- Biological and physical factors Weather conditions	Biological agents, Covid – Workplace conditions
- Occupational stress	What to do
- First aid	Brief identification and how to deal with injuries animal bites
- Project Machinery	Moving around in areas with M.E Movement in areas where lifting operations are carried out
- Use of tools (hand and power)	Indicated way of using tools
- Personal Protective Equipment (PPE)	What to look out for Purpose and method of use