

SAFETY AUDIT & SITE INSPECTION

"Strengthening Workplace Safety through Systematic Auditing and Hazard Identification"

Schedule

Date	Venue	Fees (Face-to-Face)
08 - 12 Jun 2026	Dubai, UAE	USD 3495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Workplace safety depends not only on compliance but also on proactive identification and control of hazards. Safety audits and site inspections are critical tools for improving occupational health and safety (OHS), minimizing risks, and ensuring alignment with legal and organizational standards.

This comprehensive 5-day course equips safety professionals, supervisors, and auditors with the methodologies and practical skills needed to plan, conduct, and report on effective safety audits and inspections. It integrates international best practices from ISO 45001, OSHA, and ILO guidelines, using real case examples and hands-on exercises.

Objectives

By the end of this course, participants will be able to:

- Understand the purpose and process of safety audits and site inspections
- Plan and execute inspections using risk-based approaches
- Identify unsafe acts, conditions, and compliance gaps in workplaces
- Document findings, analyze root causes, and recommend corrective actions
- Support continuous improvement of OHS performance and culture

Why Attend

- Develop audit and inspection techniques that meet international safety standards
- Reduce the likelihood of workplace incidents and regulatory violations
- Learn how to use checklists, scoring tools, and evidence-based reporting
- Build confidence in leading internal audits and team inspections
- Support your organization's risk management and OHS strategy

Target Audience

This program is designed for:

- HSE Officers, Safety Engineers, and OHS Auditors
- Site Supervisors and Project Managers
- Facilities and Plant Managers
- Internal Auditors and Compliance Officers
- Anyone responsible for workplace safety or inspections

Individual Benefits

Key competencies that will be developed include:

- Hazard recognition and workplace evaluation
- Use of audit tools, observation techniques, and checklists
- Documentation and reporting of findings
- Root cause analysis and corrective action planning
- Communication of safety performance and inspection outcomes

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved compliance with local and international OHS standards
- More effective identification and control of safety risks
- Better documentation and reporting to regulators and stakeholders
- Support for continuous safety improvement initiatives
- Reduced costs associated with accidents, downtime, and liabilities

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings - Audit frameworks, ISO 45001, OSHA procedures
- Case Studies - Analysis of real-life incidents and inspection failures
- Workshops - Develop and use inspection tools and scoring systems
- Peer Exchange - Common safety issues and audit solutions
- Tools - Checklists, audit templates, risk matrices, action trackers

Course Outline

Training Hours: 7:30 AM - 3:30 PM Daily Format: 3-4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 - 02:00

Day 1: Audit and Inspection Foundations

- Module 1: Introduction to Safety Auditing and Inspection (07:30 - 09:30) • Purposes, types, principles, benefits
- Module 2: Legal and Organizational Requirements (09:45 - 11:15) • OSHA, ISO 45001, local regulations
- Module 3: Risk-Based Planning of Audits and Inspections (11:30 - 01:00) • Prioritization, scheduling, scope definition
- Module 4: Workshop - Develop a Safety Audit Plan (02:00 - 03:30) • Planning template and resource checklist

Day 2: Conducting Effective Site Inspections

- Module 5: Observation Techniques and Checklists (07:30 - 09:30) • Behavioral safety, unsafe acts/conditions
- Module 6: Inspection Tools and Digital Methods (09:45 - 11:15) • Apps, scoring systems, mobile tools
- Module 7: Interviewing and Data Gathering (11:30 - 01:00) • Effective questioning, worker engagement
- Module 8: Workshop - Simulated Site Walkthrough (02:00 - 03:30) • Using checklist on mock site layout

Day 3: Analyzing and Reporting Findings

- Module 9: Categorizing and Prioritizing Hazards (07:30 - 09:30) • Severity, probability, risk ranking
- Module 10: Root Cause Analysis Techniques (09:45 - 11:15) • Five Whys, Fishbone Diagram
- Module 11: Report Writing and Corrective Action Plans (11:30 - 01:00) • SMART actions, visual evidence, executive summaries
- Module 12: Workshop - Write a Safety Audit Report (02:00 - 03:30) • Using findings from previous exercises

Day 4: Managing Follow-Up and Continuous Improvement

- Module 13: Closing Audits and Ensuring Follow-Up (07:30 - 09:30) • Action tracking, verification steps
- Module 14: Safety Metrics and Performance Indicators (09:45 - 11:15) • LTIFR, near misses, audit scores
- Module 15: Linking Audits to Safety Culture and Training (11:30 - 01:00) • Communication, reinforcement, leadership
- Module 16: Workshop - Evaluate a Site's OHS Performance (02:00 - 03:30) • Using a scorecard and audit data

Day 5: Audit Simulation and Final Review

- Module 17: Live Audit Simulation - Team Assignment (07:30 - 09:30) • Group-based mock inspection scenario
- Module 18: Review and Debrief of Audit Simulation (09:45 - 11:15) • Feedback, gap identification
- Module 19: Final Course Review and Q&A (11:30 - 01:00) • Key learnings, clarifications
- Module 20: Certification Briefing and Wrap-Up (02:00 - 03:30) • Certificate issuance, feedback collection

Certification

Participants will receive a Certificate of Completion in Safety Audit & Site Inspection, validating their competence in conducting workplace inspections, identifying safety gaps, and supporting regulatory compliance and continuous safety improvement.

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