MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

Phone: +601116373203 | **Email:** info@mawaevents.net

WORK SAFELY & FOLLOW WHS POLICIES & PROCEDURES

"Empowering Workers with Foundational Knowledge to Ensure Workplace Health and Safety Compliance"

Schedule

Venue	Fees
In-House	ASK FOR THE QUOTATION

► **Available delivery methods:** In-House Training

Introduction

This course equips participants with the essential knowledge and skills to work safely in accordance with Work Health and Safety (WHS) policies and procedures. Designed to meet general industry safety standards, it ensures that individuals can identify hazards, follow safety instructions, and contribute to a safe work environment.

Objectives

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

- Understand WHS laws, duties, and responsibilities
- Identify workplace hazards and assess risks
- Implement control measures and safe work practices
- Use personal protective equipment (PPE) correctly
- Report incidents, injuries, and unsafe conditions effectively

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Why Attend

- Meet employer and legal safety requirements
- Gain foundational WHS knowledge applicable across industries
- Reduce your risk of workplace injuries or penalties
- Improve overall workplace communication and hazard awareness

Target Audience

- New employees in any industry
- Contractors and subcontractors
- Laborers, tradespeople, and site support workers
- Workers requiring WHS induction training

Individual Benefits

- Gain recognition for understanding WHS duties
- Be equipped to contribute to a culture of safety
- Increase employment readiness and legal awareness

Organizational Benefits

- Comply with safety legislation and reduce incident rates
- Promote a safe, aware, and competent workforce
- Improve reporting and corrective action culture

Instructional Methodology

- Interactive presentations
- Group activities and discussions
- Hazard identification exercises
- Video case studies and real-world scenarios
- Knowledge checks and practical demonstrations

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Course Outline

DETAILED 5-DAY COURSE OUTLINE (CUSTOMIZABLE)

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: Introduction to WHS Principles

Module 1: Overview of WHS Laws and Standards (07:30 – 09:30)

- WHS Act, Regulations, and Codes of Practice

Module 2: Duties of Employers and Workers (09:45 – 11:15)

- Responsibilities under WHS legislation

Module 3: Hazard and Risk Concepts (11:30 – 01:00)

- Types of workplace hazards and risk assessment basics

Module 4: Hazard Identification Activity (02:00 – 03:30)

Day 2: Safe Work Practices and Risk Control

Module 1: Risk Assessment Process (JSA/SWMS) (07:30 – 09:30)

Module 2: Hierarchy of Risk Controls (09:45 – 11:15)

Module 3: Implementing Control Measures (11:30 – 01:00)

Module 4: Workplace Risk Control Scenario Workshop (02:00 – 03:30)

Day 3: Emergency Procedures and Incident Reporting

Module 1: Emergency Response Plans (07:30 – 09:30)

- Evacuation procedures, first aid, and alarms

Module 2: Reporting Hazards, Near Misses, and Incidents (09:45 – 11:15)

Module 3: WHS Documentation & Communication (11:30 – 01:00)

Module 4: Drill – Simulated Workplace Emergency (02:00 – 03:30)

Day 4: Personal Protective Equipment and Housekeeping

Module 1: Types and Use of PPE (07:30 – 09:30)

- Selection, fitting, maintenance, and limitations

Module 2: Manual Handling and Ergonomic Safety (09:45 – 11:15)

Module 3: Site Safety Signs and Housekeeping Practices (11:30 – 01:00)

Module 4: PPE Application Workshop and Site Walkthrough (02:00 – 03:30)

Day 5: Consolidation and Final Assessment

Module 1: Recap of Key WHS Principles (07:30 – 09:30)

Module 2: Written Knowledge Assessment (09:45 – 11:15)

Module 3: Practical Safety Scenario Evaluation (11:30 – 01:00)

Module 4: Certification Briefing and Wrap-Up (02:00 – 03:30)

Certification

Certificate of Completion: Work Safely & Follow WHS Policies & Procedures Aligned with national WHS frameworks and recognized industry practices

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Why Choose MAWA Events

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In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: **+601116373203**	EMAIL: **info@mawaevents.net**

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