## PRESCRIBED BASIC OSH TRAINING COURSE
FOR SAFETY OFFICER 1 (SO 1)

(Pursuant to Section 3 (n) of RA 11058 and Section 3 (v) of DO 198-18)

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Training Module</th>
<th>Training Topics</th>
<th>Time Allotment</th>
</tr>
</thead>
</table>
| Participants will be able to express appreciation on OSH, recognize the importance of various OSH data and state legal basis of OSH. | Module 1: Overview | I. Introduction to OSH  
- Importance of OSH  
- Situationer using the Philippines Data from PSA & DOLE Inspection Data  
- Salient features of OSH Legislations  
1. RA 11058 and its IRR (DO 198-18)  
2. OSH Standards, as amended including related provisions of PD 626 and with emphasis on duties of OSH Personnel and HSC | 1 hour. |
| Participants will be able to understand, learn and discuss basic concepts of OSH towards an effective OSH implementation in the workplace | Module 2: Understanding OSH | II. General Concepts on OSH  
- Accident Causation Theories (example: Domino Theory)  
- Accident Causation and Prevention  
1. Unsafe Act and Unsafe Conditions  
2. Accident Prevention  
3. Benefits of having Safety and Health Practices in the Workplace  
III. Definition of OSH Terms with examples  
- Safety Hazards  
- Health Hazards  
- Risks  
1. Low Risks  
2. Medium Risks  
3. High Risks | 1 hour and 30 mins. |
| Participants will be able to recognize safety hazards and corresponding applicable basic safety rules and control measures. | Module 3: Recognizing safety hazards and application of appropriate safety rules and control measures | IV. Basic Safety Rules and Measures  
- Housekeeping and Materials Handling and Storage  
- Machine Safety (Types, Sources and Controls)  
- Electrical Safety (Types, Sources, LOTO and Controls)  
- Fire Safety (Elements of Fire, Prevention and Controls)  
- Chemical Safety  
- Workshop  
  Application of Learning | 2 hours |
# Prescribed Basic OSH Training Course

For Safety Officer 1 (SO 1)

(Pursuant to Section 3 (n) of RA 11058 and Section 3 (v) of DO 198-18)

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Training Module</th>
<th>Training Topics</th>
<th>Time Allotment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participants will be able to perform risks/hazards assessment, evaluation and recommend measures of control</td>
<td>Module 4: Hazards Identification, Risk Assessment and Control (HIRAC)</td>
<td>V. Hazards Identification, Risk Assessment and Control (HIRAC) - Key steps in recognizing and identifying hazards - Safety Hazards - Health Hazards - Risk Assessment and Prioritization - Application of Controls (Engineering, Administrative &amp; PPE) - Workshop on Accomplishing Risk Assessment Form/Matrix</td>
<td>2 hours</td>
</tr>
<tr>
<td>Participants will be able to know how to respond in workplace emergencies and participate during conduct of emergency drills</td>
<td>Module 5: Workplace Emergency Preparedness</td>
<td>VI. Workplace Emergency Preparedness - Roles of OSH Personnel - Responses during Emergency - Conduct of Emergency Drills (I.e. Earthquake Drill/Fire Drill/Bomb Threat)</td>
<td>1 hour</td>
</tr>
<tr>
<td>Participants will be able to identify the prescribed administrative requirements and penalties for violations</td>
<td>Module 6: Compliance to Administrative OSH Requirements</td>
<td>VII. Administrative OSH Requirements - Reportorial Requirements and Prescriptive Period of Submission (R1020, AEDR, WAIR, AMR, RSO, OSH Committee Report) - Mandatory OSH Programs - Penalties for violations - Post Test</td>
<td>30 mins.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Commitment Setting (Re-entry Plan)</td>
<td></td>
</tr>
<tr>
<td>Participants will be able to confidently deliver OSH topics for presentation</td>
<td>Module 7 Building Confidence as OSH Trainer</td>
<td>VIII. Training of Trainers - Role of OSH Trainer - Basic Skills of Trainers - Presentation Materials and Delivery Techniques - Overview of the OSH Module for Presentation - Practice exercises: Actual Presentation/Critiquing for improvement</td>
<td>2 hours (*recommended to take the TOT on separate day)</td>
</tr>
</tbody>
</table>