



NEBOSH National General Certificate in Occupational Health & Safety

Full course syllabus

Unit NGC1: Management of Health and Safety

This unit provides the foundation of Health and Safety knowledge, covering HSE legislation and the key elements of an effective Health and Safety Management System.

Element 1: Foundations in Health and Safety

- 1.1 Scope and Nature of Occupational Health and Safety
- 1.2 Moral and Financial Drivers for Health and Safety Management
- 1.3 The Legal Framework For Health and Safety Regulation
- 1.4 Health and Safety at Work etc. Act 1974
- 1.5 The Management of Health and Safety at Work Regulations 1999
- 1.6 Client and Contractors

Element 2: Health and Safety Management Systems - Plan

- 2.1 Key Elements of a Health and Safety Management System
- 2.2 Purpose and Importance of Setting Policy for Health and Safety
- 2.3 Key Features and Appropriate Content of an Effective Health and Safety Policy

Element 3: Health and Safety Management Systems - Do

- 3.1 Roles and Responsibilities of Employers, Directors and Managers Health and Safety Culture
- 3.2 Human Factors That Influence Behaviour at Work
- 3.3 Improving Health and Safety Behaviour
- 3.4 Principles and Practice of Risk Assessment
- 3.5 General Principles of Control
- 3.6 Sources of Health and Safety Information
- 3.7 Safe Systems of Work (SSW)
- 3.8 Permits-To-Work (PTW)
- 3.9 Personal Protective Equipment
- 3.10 Safety Signs and Signals
- 3.11 Emergency Procedures and Arrangements
- 3.12 First Aid in the Workplace

Element 4: Health and Safety Management Systems - Check

- 4.1 Active and Reactive Monitoring
- 4.2 Investigating incidents
- 4.3 Recording and Reporting Incidents

Element 5: Health and Safety Management Systems - Act

- 5.1 Health and Safety Auditing
- 5.2 Reviewing of Health and Safety Performance

GC2: Controlling Workplace Hazards

GC2 covers a wide range of common hazards from various working environments and the appropriate control measures required to minimise risk.

Element 1: Workplace Hazards and Risk Control

- 1.1 Health, Welfare and Work Environment Requirements
- 1.2 Violence at Work
- 1.3 Substance Misuse
- 1.4 Safe Movement of People
- 1.5 Working at a Height
- 1.6 Excavations
- 1.7 Temporary Works

Element 2: Transport Hazards and Risk Control

- 2.1 Safe Movement of Vehicles
- 2.2 Driving at Work

Element 3: Musculoskeletal Hazards and Risk Control

- 3.1 Work-related Upper Limb Disorders
- 3.2 Display Screen Equipment
- 3.3 Manual Handling
- 3.4 Manually Operated Load Handling Equipment
- 3.5 Powered Load Handling Equipment

Element 4: Work Equipment Hazards and Risk Control

- 4.1 General Requirements For Work Equipment
- 4.2 Hand Tools
- 4.3 Machinery Hazards
- 4.4 Control Measures for Machinery Hazard
- 4.5 Specified Equipment

Element 5: Electrical Safety

- 5.1 Use of Electricity at Work - Hazards and Risks
- 5.2 Control measures When Working with Electrical Systems or Using Electrical Equipment in All Workplace Conditions

Element 6: Fire Safety

- 6.1 Fire Initiation, Classification and Spread
- 6.2 Fire Risk Assessment
- 6.3 Fire Prevention and Prevention of Fire Spread
- 6.4 Fire Alarm and Fire-Fighting Equipment
- 6.5 Evacuation of a Workplace

Element 7: Chemical and Biological Health Hazards and Risk Control

- 7.1 Forms of, Classification of, and Health Risks from Hazardous Substances
- 7.2 Assessment of Health Risks
- 7.3 Occupation Exposure Limits
- 7.4 Control Measures
- 7.5 Specific Agents
- 7.6 Safe Handling and Storage of Waste

Element 8: Physical and Psychological Health Hazards and Risk Control

- 8.1 Noise
- 8.2 Vibration
- 8.3 Radiation
- 8.4 Stress

GC3: Health and Safety Practical Application

The aim of this unit to assess your knowledge and understanding gained from Units NGC1 and GC2 in a practical environment by successfully completing two activities:

- A safety inspection of a workplace, identifying common hazards and suggesting appropriate and cost effective control measures
- A written report detailing your findings from the inspection and persuasively urging management to take appropriate action