



COURSE TITLE	: Site Safety Supervisor	COURSE CODE	: SSS
COURSE DURATION	: 10 day(s) / 60.25 hour(s)	COURSE LEVEL	: Basic
COURSE CATEGORY	: Competency		
HRDF SCHEME	: SBL		
COURSE FEE	: RM1,431.00 (inclusive of SST)	EXAMINATION FEE	: RM350.00

1. OBJECTIVES:

At the end of the course, the participant will be able to:

- i. Describe the OSH legislative requirements pertaining to construction site.
- ii. Conduct the risk management at the workplace.
- iii. Elaborate OSH requirements for site management.
- iv. Be a competent Site Safety Supervisor (SSS).

2. TARGET GROUPS:

- i. Site Safety Supervisor.
- ii. Site Foreman / Supervisor.
- iii. Any interested parties.

3. ENTRY REQUIREMENT(S):

Malaysian citizen;

AND

Able to read and write in either Bahasa or English;

AND

Acquired working experience as Site Supervisor or Site Foremen;

OR

Possessed at least a Diploma in Engineering/ Architecture/ construction related fields.

4. TOPICS:

- i. Introduction to OSH, Site Safety Supervisor Duties and Tasks.
- ii. OSH Legislation.
- iii. OSH Management Systems.
- iv. Consultation & Training.
- v. Site Management.
- vi. Occupational Safety.
- vii. Occupational Health.
- viii. Site Visit.



INSTITUT KESELAMATAN DAN KESIHATAN PEKERJAAN NEGARA
NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH
KURIKULUM KURSUS

COURSE CURRICULUM

TEL: 03 – 8769 2100 FAX: 03 – 8926 2900

URL: www.niosh.com.my



5. LIST OF REFERENCE BOOKS:

- i. Occupational Safety and Health Act 1994 and it's regulations.
- ii. Factories and Machinery Act 1967 and it's regulations.



6. LIST OF TEACHING AIDS:

- i. Computer/ Laptop.
- ii. LCD Projector.
- iii. White Board with accessories.
- iv. Flip Chart with accessories.

7. LIST OF CLASSROOM ACTIVITIES:

- i. Group discussion.
- ii. Site visit.

Last updated on 1st March 2019 by PDD

 	NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH			
	COURSE SCHEDULE			
No. Dokumen	No. Pindaan	Tarikh	Muka Surat	
NIOSH-PDD-CS-SSS	02	10 Sep 2014	1 / 5	


COURSE TITLE: SITE SAFETY SUPERVISOR

DAY ONE

TIME	HOURL	TOPICS	TRAINER / FACILITATOR
0830 - 0900	0.50	Registration	
0900 – 1030	1.50	Part I: Introduction (Introduction to OSH, SSS Duties & Tasks)	
1030 - 1045	0.25	Morning Tea Break	
1045 - 1300	2.25	Part II (A): OSH Legislation (OSHA 1994 & Its Regulations)	
1300 – 1400	1.00	Lunch	
1400 – 1530	1.50	Part II (B): OSH Legislation (FMA 1967 & Its Regulations)	
1530 – 1545	0.25	Break	
1545 – 1715	1.50	Part II (C): OSH Legislation (BOWECS & Other Legislations)	
	6.75	END OF DAY ONE	

DAY TWO

TIME	HOURL	TOPICS	TRAINER / FACILITATOR
0900 – 1030	1.50	Part III: OSH Management System (Overview of OSH Management System)	
1030 – 1045	0.25	Morning Tea Break	
1045 – 1215	1.50	Part IV: Consultation & Training (Communication, Promotion, Consultation, SHC, Training & Tool Box Talks)	
1215 – 1300	0.75	Part V (A): Site Management (Site Planning, Program & Budgeting)	
1300 – 1400	1.00	Lunch	
1400 - 1445	0.75	Continuation	
1445 – 1545	1.00	Part V (B): Site Management (Risk Management – HIRARC)	
1545 – 1600	0.25	Break	
1600 - 1700	1.00	Continuation	
	6.50	END OF DAY TWO	



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DAY THREE

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
0900 - 1000	1.00	Part V (C): Site Management (Risk Management – JSA & SOP)	
1000 - 1015	0.25	Morning Tea Break	
1015 - 1115	1.00	Continuation	
1115 - 1215	1.00	Part V (D): Site Management (Risk Management – PTW & LOTO)	
1215 - 1300	0.75	Part V (E): Site Management (Accident Investigation & Reporting)	
1300 - 1400	0.75	Lunch	
1400 - 1445	0.75	Continuation	
1445 - 1545	1.00	Part V (F): Site Management (Inspections & Audit)	
1545 - 1600	0.25	Break	
1600 - 1700	1.00	Continuation	
	6.50	END OF DAY THREE	

DAY FOUR

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
0900 - 1000	1.00	Part V (G): Site Management (Emergency Preparedness & Response)	
1000 - 1015	0.25	Morning Tea Break	
1015 - 1115	1.00	Part V (H): Site Management (Documentation)	
1115 - 1200	0.75	Part VI (A): Occupational Safety (Site Security)	
1200 - 1300	1.00	Part VI (B): Occupational Safety (Site Office Safety)	
1300 - 1400	0.75	Lunch	
1400 - 1530	1.50	Part VI (C): Occupational Safety (Site Transport Safety)	
1530 - 1545	0.25	Break	
1545 - 1700	1.25	Part VI (D): Occupational Safety (Excavation Safety)	
	6.50	END OF DAY FOUR	


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DAY FIVE

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
9000 - 1000	1.00	Part VI (E): Occupational Safety (Piling Work Safety)	
1000 - 1015	0.25	Morning Tea Break	
1015 - 1115	1.00	Part VI (F): Occupational Safety (Demolition Work Safety)	
1115 - 1230	1.25	Part VI (G): Occupational Safety (Electrical Safety)	
1230 - 1430	2.00	Lunch & Friday Prayer	
1400 - 1445	0.75	Continuation	
1445 - 1545	1.00	Part VI (H): Occupational Safety (Concrete Safety)	
1545 - 1600	0.25	Break	
1600 - 1700	1.00	Continuation	
	6.00	END OF DAY FIVE	

DAY SIX

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
0900 - 1000	1.00	Part VI (I): Occupational Safety (Working at Height & Scaffolding Safety)	
1000 - 1015	0.25	Morning Tea Break	
1015 - 1115	1.00	Continuation	
1115 - 1300	1.75	Part VI (J): Occupational Safety (Mechanical Plant & Machinery Safety)	
1300 - 1400	0.75	Lunch	
1400 - 1445	0.75	Continuation	
1445 - 1545	1.00	Part VI (K): Occupational Safety (Lifting Operations Safety)	
1545 - 1600	0.25	Break	
1600 - 1700	1.00	Continuation	
	6.50	END OF DAY SIX	



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SEVEN

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
0900 - 1000	1.00	Part VI (L): Occupational Safety (Confined Space Safety)	
1000 - 1015	0.25	Morning Tea Break	
1015 - 1115	1.00	Continuation	
1115 - 1215	1.00	Part VI (M): Occupational Safety (Hand & Power Tools Safety)	
1215 - 1300	0.75	Part VI (N): Occupational Safety (Explosives & Blasting Work Safety)	
1300 - 1400	0.75	Lunch	
1400 - 1500	1.00	Part VI (O): Occupational Safety (Tunneling Work Safety)	
1500 - 1600	1.00	Part VI (P): Occupational Safety (Work Above / Under Water Safety)	
1600 - 1615	0.50	Break	
1615 - 1700	0.75	Part VI (Q): Occupational Safety (Welding & Cutting Safety)	
	6.50	END OF DAY SEVEN	

DAY EIGHT

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
0900 - 0945	0.75	Part VI (R): Occupational Safety (Housekeeping)	
0945 - 1030	0.75	Part VI (S): Occupational Safety (Fire Prevention)	
1030 - 1045	0.25	Morning Tea Break	
1045 - 1130	0.75	Part VI (T): Occupational Safety (Personal Protective Equipment)	
1130 - 1215	0.75	Part VI (U): Occupational Safety (Safety Signs)	
1215 - 1300	0.75	Part VII (A): Occupational Health (Health & Welfare Provisions)	
1300 - 1400	1.00	Lunch	
1400 - 1500	1.00	Part VII (B): Occupational Health (Occupational Health in Construction)	

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TIME	HOUR	TOPICS	TRAINER / FACILITATOR
1500 - 1600	1.00	Part VII (C): Occupational Health (Ergonomic in Construction)	
1600 - 1615	0.50	Break	
1615 - 1700	0.75	Part VII (D): Occupational Health (First Aid Management)	
	6.50	END OF DAY EIGHT	

DAY NINE

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
0830 - 1300	4.50	Site Visit (HIRARC)	
1300 - 1400	1.25	Lunch	
1400 - 1600	2.00	Group Assignment	
1600 - 1615	0.50	Break	
1615 - 1815	2.00	Group Presentation	
	8.50	END OF DAY NINE	

DAY TEN

TIME	HOUR	TOPICS	TRAINER / FACILITATOR
0830 - 0930	1.00	Examination Briefing	ECD
0930 - 1030	1.00	Individual Revision	
1030 - 1045	0.25	Morning Tea Break	
1045 - 1245	2.00	Continuation	
1245 - 1430	1.00	Lunch	
1430 - 1500	0.50	Continuation	
1500 - 1700	2.00	Paper 1 (A & B)	ECD
	8.00	END OF THE COURSE	

Last updated on 10th September 2014 by PDD