



COURSE TITLE : Safe & Defensive Driving for Workers
COURSE DURATION : 2-day(s) / 14.00-hour(s) **COURSE CODE** : SDD
COURSE CATEGORY : Non-Competency **COURSE LEVEL** : Basic
HRD CORP SCHEME : Claimable
COURSE FEE : RM1,080.00 (inclusive of 8% SST)

1. OBJECTIVE(S):

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

- i. Explain the legal requirement in regard to commuting at work.
- ii. Identify, assess hazards while driving and control measure.
- iii. Acquire safe and correct skill and technique about defensive driving.

2. TARGET GROUP(S):

- i. Managers/ Executives.
- ii. Safety and Health Officers.
- iii. OSH Practitioners.
- iv. Safety and Health Committee Members.
- v. Supervisors and all levels of workers.

3. ENTRY REQUIREMENT(S):

- i. Possess valid class D driving license.

4. TOPIC(S):

- i. Act & Regulations.
- ii. Introduction to Vehicle.
- iii. Road Hazard & Safe Driving.
- iv. Vehicle Handling & Control.
- v. Accident & Emergency Management.
- vi. Vehicle Maintenance.
- vii. Practical sessions.

5. LIST OF REFERENCE BOOK(S):

- i. -




6. LIST OF TEACHING AID(S):

- i. LCD projector.
- ii. Computer.
- iii. White board with accessories.
- iv. Flip chart with accessories.
- v. Vehicle.

7. LIST OF CLASSROOM ACTIVITIES:

- i. Lecture.
- ii. Practical.

	NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH		
	COURSE SCHEDULE		
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TAJUK KURSUS : KESELAMATAN & PEMANDUAN BERHEMAH UNTUK PEKERJA
COURSE TITLE : SAFE & DEFENSIVE DRIVING FOR WORKERS

HARI PERTAMA/ DAY ONE

TIME	HOUR	TOPIC	TRAINER / FACILITATOR
0800 - 0830	0.50	Pendaftaran dan Taklimat <i>Registration and Course Briefing</i>	NIOSH
0830 - 0900	0.50	Modul 1: Akta dan Peraturan <i>Module 1: Act and Regulation</i>	
0900 - 0930	0.50	Modul 2: Pengenalan Kenderaan <i>Module 2: Introduction to Vehicle</i>	
0930 - 1030	1.00	Program Pencegahan Kemalangan Pekerja <i>Program Prevention of Worker Accidents</i>	PERKESO
1030 - 1045	0.25	MINUM PAGI/ MORNING TEA BREAK	
1045 - 1300	2.25	Modul 3: Hazad di Jalanraya & Keselamatan Pemanduan <i>Module 3: Road Hazard & Safe Driving</i>	
1300 - 1400	1.00	MAKAN TENGAHARI/ LUNCH	
1400 - 1500	1.00	Modul 4 : Pengendalian & Pengawalan Kenderaan <i>Module 4 : Vehicle Handling & Control</i>	
1500 - 1530	0.50	Modul 5 : Pengurusan Kecemasan & Kemalangan <i>Module 5 : Accident & Emergency Management</i>	
1530 - 1600	0.50	Modul 6 : Penyelenggaraan Kenderaan <i>Module 6 : Vehicle Maintenance</i>	
1600 - 1615	0.25	MINUM PETANG/ AFTERNOON TEA BREAK	
1615 - 1700	0.75	Sesi Demonstrasi (Pemeriksaan Kenderaan) <i>Demonstration Session (Vehicle Inspection)</i>	
	7.00	TAMAT HARI PERTAMA/ END OF DAY ONE	

HARI KEDUA/ DAY TWO

TIME	HOOR	TOPIC	TRAINER / FACILITATOR
0830 - 1030	2.00	Sesi Praktikal • Pusingan Lapan (8) • Kawalan Stereng, Teknik Membrek & Clutch	
1030 - 1045	0.25	MINUM PAGI/ MORNING TEA BREAK	
1045 - 1300	2.25	Sesi Praktikal • Slalom Hadapan serta Memakir • Slalom Mengundur serta Memakir	
1300 - 1400	1.00	MAKAN TENGAHARI/ LUNCH	
1400 - 1530	1.50	Sesi Praktikal • Brek dan Elak	
1530 - 1545	0.25	MINUM PETANG/ AFTERNOON TEA BREAK	
1545 - 1645	1.00	Sesi Praktikal • Kawalan Gelinciran & Pemanduan Jalanraya	
1645 - 1700	0.25	Rumusan & Penutup	
	7.00	TAMAT KURSUS/ END OF THE COURSE	