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|  | LEMBAGA PEPERIKSAAN KOMPETENSI KESELAMATAN DAN KESIHATAN PEKERJAAN (LPKKKP) | | |
| | Format & Syarat Peperiksaan Safety And Health Officer (SHO) | | |
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1. INTRODUCTION

The Occupational Safety and Health (Safety and Health Officer) Regulations 1997 which came into force on 22 August 1997 requires certain industries to employ a competent safety and health officer to resolve matters pertaining to the safety and health at their workplace.

The safety and health officer must comply with the requirements under this regulation, whereby a candidate must have completed a course of training in occupational safety and health and passed the examination conducted by NIOSH. Apart from that, the candidate must possess a minimum of 3 years working experience in occupational safety and health before the candidate can be registered with DOSH.

2. OBJECTIVE

The objective of this document is to explain the current requirement and structure of the Safety and Health Officer Examination conducted by NIOSH.

3. ENTRY REQUIREMENT

- 3.1. To be eligible to sit for the safety and health officer examination with NIOSH, the candidate must have successfully completed the Safety and Health Officer (SHO) course conducted by NIOSH or any other training provider approved by DOSH, **AND**
- 3.2. Possess at least an SPM, MCE, SPVM OR equivalent certificate (minimum 3rd grade); **OR**
- 3.3. Possess at least SPM (open certificate) with the following conditions:
 - 3.3.1. Sit for at least six (6) subjects; **AND**
 - 3.3.2. Obtain at least grade 6C in Bahasa Melayu and English and Mathematic; **AND**
 - 3.3.3. Pass at least one (1) subject with at least grade 8E for subjects science or physics or chemistry or biology; **AND**
 - 3.3.4. Pass other subjects such that the total number of subjects is at least six (6); **OR**

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3.4. STPM in Science stream ; **OR**

3.5. For highest qualification, have at least a diploma in any field recognized by Malaysian Qualifications Agency (MQA) / National Accreditation Board (LAN)

4. EXAMINATION FORMAT AND MARKING SCHEME

4.1. All questions are presented in Bahasa Melayu and English.

4.2. The format and marking scheme for the examination as follows:

| Paper | Module | Part | Type of question | Passing Percentage | Number of question | Requirement | Duration | Fees |
|-------|----------|------|---|--------------------|---|-------------------------|------------|--------------|
| 1 | I & II | A | Objective (Multiple Choice Answers) (20%) | 50% | 20 questions | Answer all questions | 30 minutes | RM250 |
| | | | Short answer (20%) | | 10 questions | Answer all questions | 30 minutes | |
| | | B | Essay (60%) | | 6 questions Answer questions 1 & 2 (compulsory) and Answer any 2 questions from questions 3,4,5 & 6 | Answer 4 questions only | 2 hours | |
| 2 | III & IV | A | Objective (Multiple Choice Answers) (20%) | 50% | 20 questions | Answer all questions | 30 minutes | RM250 |



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| Paper | Module | Part | Type of question | Passing Percentage | Number of question | Requirement | Duration | Fees |
|-------|-------------|------|-----------------------------------|--------------------|---|-------------------------|--------------------------|--------------|
| | | | Short answer (20%) | | 10 questions | Answer all questions | 30 minutes | |
| | | B | Essay (60%) | | 6 questions Answer questions 1 & 2 (compulsory) and Answer any 2 questions from questions 3,4,5 & 6 | Answer 4 questions only | 2 hours | |
| 3 | All Modules | | Practical (Skill Station) (100%) | (55%) | 10 questions | Answer all questions | 1 Hour | RM150 |
| 4 | All Modules | 1 | Workplace Assignment (WPA) (100%) | (55%) | 1 assignment | - | 6 weeks | RM100 |
| | | 2 | Oral Presentation (100%) | (55%) | presentation question and answer session | | 10 minutes 20 minutes | RM200 |

NOTES FOR PAPER 4:

***New candidate must sit for both part (WPA & Oral)**

****Candidates must pass both part (1 and 2) in order to pass paper 4. Repeat only for failed part.**

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5. CERTIFICATION

5.1. Safety And Health Officer qualification certificate will be awarded by NIOSH to a candidate who has passed the Safety and Health Officer examination.

6. TERMS AND CONDITIONS

6.1. Once the candidate satisfies the entry requirement, the candidate must complete the required examination within 2 years starting from the date of the first examination.

6.2. A candidate may re-sit a maximum of **FOUR (4)** times for each part of the examination within 2 years starting from the date of the first examination. If the candidate fails after the fifth attempt within the specified period, the candidate must re-enroll for the whole course and re-register as a fresh candidate for the examination.

6.3. Candidates may take any of the papers within 2 years.

Approved By:

Lembaga Peperiksaan Kompetensi Keselamatan dan Kesihatan Pekerja (LPKKKP)

Refer MoM LPKKKP bil. 3 session 2018-2019 dated 26th June 2019

Jawatankuasa Kompetensi SHO Bil. 1 sesi 2020-2021 bertarikh 13 Feb 2020