Navigating a Pandemic – Introduction
Onsite or Live Web Based – 12 hours

Training Description

An Occupational Health & Safety Management System (OH&SMS) defines the framework in which the organization cares for the occupational health and safety of its employees. It represents a set of rules, policies, processes, plans and practices for preventing occupational health and safety hazards and minimizes risks in the workplace. OH&SMS is unique for every organization and it must be adequate to the legal requirements, occupational health and safety hazards and business processes applied in the organization. Participants will be trained on best practices in establishing, implementing and maintaining the OH&SMS during a pandemic which will provide financial, sustainable, economical and reputable benefits.

Training Objective

Training will be focused on the process(es) the make up all critical business operations that need to be changed and modified during a pandemic. Participants will map out those sequences and identify areas of risk and vulnerability to the organization's ability to remain open and viable during a pandemic. Developing new strategies, find resources and creating a new process to manage and abate the impact from a pandemic will be clearly defined and developed within this focus group. In addition, this group of participants will draft all processes for each segment of critical business operations for evaluation, testing and revision before implementation.

Increase confidence of workforce, vendors and customers. This focused initiative assures all parties that you have a strong business continuity plan and a focused response to the health and safety of everyone.

Manage cost control. This program identifies and creates processes for managing costs and losses. You will have a strong supply chain process, qualified vendor relationships, a resource map for versatility and a quick response. This decreases employee absenteeism, maintains a healthy inventory and finds other funding sources.

Use evidence-based decision making. By ensuring that you are using accurate data to make your decisions on what to improve, you can greatly increase the chances that your improvements will be successful the first time, rather than having several unsuccessful attempts. By using this data to track your progress, you can correct these improvement initiatives before they go "off the rails," which can save costs and time.

Engage your people. By engaging your employees, you work toward 100% participation in managing safety and health in the workplace.
- enhanced leadership involvement and worker participation
- risk-based thinking
- alignment the pandemic policy with the safety and health culture of the organization
- be able to accommodate diverse geographical, cultural and social conditions

Skill Attainment:

- Participants will learn master the hierarchy of controls method for making decisions during a pandemic. This process guides participants in decisions, options and outcomes in order to drive and maintain improvements within the processes.
- They will learn what risk-based thinking looks like and how to apply it
- They will create a set of language, terms and definitions for effective communication
- They will be able to assess, inspect and evaluate a process using the hierarchy of controls method
- They will create and manage new roles and responsibilities during a pandemic
- They will use the hierarchy of controls method to draft processes for critical business operations.
- Peer edit and review each groups work

All sections include lecture, activities and peer lead discussions

Section 1: Terms, definitions and resources

Section 2; Roles and Responsibilities / Building a Team Section 3: Hierarchy of Controls Method
Section 4: Context of the Organization. It requires the organization to determine all internal and external issues that may be relevant to the achievement of the objectives during a pandemic

Section 5: Defining Leadership. The top management must also assign process owners with roles and responsibilities, provide the correct support, training and guidance to complete tasks effectively.

Section 6: Planning. The planning section defines requirements for addressing risks and opportunities. This clause also includes requirements for hazard identification and assessment, determining legal and other requirements,

Section 7: Support. Defines requirements for supporting processes and provisions of resources necessary for effective operation during a pandemic. It defines requirements for people, infrastructure, work environment, monitoring and measuring resources, competence, awareness, communication and documented information.

Section 8: Operation. Focuses on establishing operational controls to eliminate the occupational health and safety hazards associated with a pandemic, management of changes and emergency preparedness and response.

Section 9: Performance evaluation. Implement the mechanisms to determine the effectiveness of the processes. It contains requirements for necessary monitoring and measuring, including performance evaluation, compliance obligation, internal audit and management review.

Section 10: The Workshop – Participants team up using the hierarchy of controls method and draft the processes of critical business operations. This is the foundation of their control plan.