



Established Since 1995

## **bizSAFE Level 2 Risk Management Course**

(An MOM-Approved Course)

(Suitable for **All Industries**, including Construction, Ship-building & Ship-Repair, Metalworking,

Manufacturing, Warehousing, Logistics, Hotels, Offices, Retail Outlets, Food & Beverage, Restaurants, others.)



Asdin Associates is an appointed



### **For Whom**

Managers (Production, Operations, Logistics, Facilities, etc), WSH Officers, Engineers, WSH Coordinators, WSH Supervisors, Risk Management Champions, Risk Assessment Team Leaders & Members, Workplace Environmental Safety & Health (WESH) Committee Members.

### **Course Objectives & Contents**

To enable participants to acquire the required basic skills in performing risk assessment and managing risks effectively thereby assisting their respective organizations in achieving a much safer work performance and environment. This MOM-Approved workshop-style training program includes discussions and guidance on:

- Relevant legal requirements, risk assessment and risk management responsibilities;
- Establishing risk management champions and risk assessment teams;
- Identifying & evaluating potential work and workplace hazards & risks;
- Recommending reasonably practicable risk control measures for implementation;
- Developing safe work procedures for the performance of jobs with inherent risks;
- Ensuring risk communication to relevant parties;
- Reviewing effectiveness of implemented risk control measures;
- Establishing a risk management plan (RMP) for their organization.

**Methodology:** English - Highly interactive with group breakout exercises and presentations for maximum learning.

**Dates:** Please refer to dates listed at <http://asdin.sg> under "bizSAFE Courses".

**Duration:** 14 hours (2 days = 0900hrs – 1700hrs each day)

**Course Fee:** **S\$ 265 (nett)** Full Fee per participant (before SDF Grant) with 2 daily light snacks tea-breaks. For special **in-house** training arrangements and requests please e-mail to **info@asdin.sg**

**Venue:** As indicated on website at **<http://asdin.sg>** or e-mail your enquiry to **info@asdin.sg**

**Certificate:** Certificate of Achievement will be issued to participants who actively participate in the program, complete and submit the necessary course deliverables, subject to satisfying the minimum attendance achievement of 75%.

**SDF Funding:** SDF Funding is **available** (This is a Full Fee SDF Pre-Approved Course, Ref: **CRS-N-0021233**). Please apply for the funding via **<http://www.skillsconnect.gov.sg>** at **least 1 working day** prior to commencement of the course).

**Our Trainers:** MOM-Approved Trainers who are very experienced multi-industry WSH Practitioners and an experienced former MOM Factory Inspector. Among them are also MOM-Approved Trainers for SCAL, SNEF, ASMI, Team-6 Consultants + SembCorp + Keppel Corp, NTUC LearningHub for the RMC and other courses.

**Enrolment / Registration:** Registration forms could be requested via e-mail to **info@asdin.sg** and duly completed registration forms are to be mailed together with cheque payment of the course fees in full to ASDIN ASSOCIATES, at least 1 week before commencement of the training course.

**Note:** Training program may be subjected to change or cancelled at the discretion of Asdin Associates if the number of registered participants is insufficient to form a class and in such a case the training fee will be refunded.

### **ASDIN ASSOCIATES**

**Block 210 Pasir Ris Street 21, #06-330, Singapore 510210.** Tel: +65 62723596 Fax: +65 62723598  
e-mail: **info@asdin.sg** url: **<http://asdin.sg>** (Document Revision Date: 2011-06-10)



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### Registration (Enrolment) Form

Course Dates:		Course :	<b>bizSAFE Level 2 Risk Management Course</b>
<b>Company's &amp; Contact Particulars</b>			
Name of Company:			
Address:			
Type of Industry:			
Contact Person:		Designation:	
Telephone:		Facsimile:	
e-mail:		Website (url):	

<b>Participants List</b> (Attach a separate list where necessary)					
No.	Name of Participants	M/F	NRIC / FIN	Designation / Job Title	Contact Number

<b>Payment</b> <small>(Please attach cheque payment)</small>	Bank:	Cheque No:	Amount: S\$
		Date:	

Course Administration	
<p><b><u>Submission of Application Forms for Registration</u></b></p> <p>Please submit this duly completed application form together with the full payment, to reach us preferably not later than 7 working days before course commencement date. Please mail your enrolment form and cheque payment to:</p> <p style="text-align: center;"><b>ASDIN ASSOCIATES</b> <b>Block 210 Pasir Ris Street 21, #06-330</b> <b>Singapore 510210</b></p> <p>Contact Tel: (065) <b>6272 3596</b> Fax: (065) <b>6272 3598</b> e-mail: <a href="mailto:info@asdin.sg">info@asdin.sg</a> website: <a href="http://asdin.sg">http://asdin.sg</a></p> <p><b><u>Withdrawal / Cancellation Policy</u></b></p> <p>Course fee will be refunded if written notice of withdrawal is received before commencement of course as follows:</p> <ul style="list-style-type: none"> <li>• More than 7 days = FULL Refund.</li> <li>• 7 or less days = 80% Refund</li> </ul>	<p style="text-align: center;"><b><u>Course Fee</u></b></p> <p><b>bizSAFE Level 2 = S\$265.00</b> nett Full Fee (before your SDF Grant application is approved). To apply please log on to: <a href="http://www.skillsconnect.gov.sg">http://www.skillsconnect.gov.sg</a> This course fee is inclusive of 2 tea breaks (with coffee/tea and light snacks) each day.</p> <p style="text-align: center;"><b><u>Course Dates &amp; Venues</u></b></p> <ul style="list-style-type: none"> <li>• Log on at <a href="http://asdin.sg">http://asdin.sg</a> for the latest schedule and venue.</li> </ul> <p><b><u>Note:</u></b></p> <ol style="list-style-type: none"> <li>1. Training Certificates will be issued at the end of the 2<sup>nd</sup> day of training subject to fulfilling a 75% attendance, active participation in group break out exercises and submission of individual course deliverables.</li> <li>2. ASDIN ASSOCIATES reserves the right to make changes to the course content, to cancel or change the course dates as well as the venues.</li> </ol>

### ASDIN ASSOCIATES

Block 210 Pasir Ris Street 21, #06-330, Singapore 510210. Tel: +65 62723596 Fax: +65 62723598  
e-mail: [info@asdin.sg](mailto:info@asdin.sg) url: <http://asdin.sg> (Document Revision Date: 2011-06-10)