



By :

**TUAN HAJI ABU BAKAR ARIFFIN**

Supported by :

**Encik Mohd Rizal Tajuddin**

**Encik Jan Sufian Mohd Subki**

**SAFETY BEST PRACTICES  
FROM OIL & GAS INDUSTRY**

**WORKPLACE SAFETY  
- Knowing About Safety  
(Module 1)**

DATE / TIME :  
**15th June 2021**  
**8.30 am – 5.30 pm**

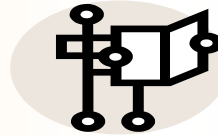
VENUE :  
**TBA**

Registration Fees	
Normal	RM 850
ANSARA / MOGEC Members	RM 800



**HRDF - SBL CLAIMABLE**

## Training Summary

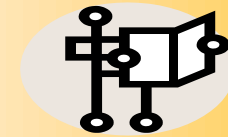


### PROGRAMME SYNOPSIS

This course is ONE of a 4-Module series on the basics of Workplace Safety. The goal is to equip participants with the basic skills and knowledge they need to participate and practice in a safe and healthy work environments throughout their working lives. It is vital that managers and employees are committed to the task of making the workplace safer. This can be achieved by giving safety the same status as other business and production goals. The first step toward change is **Awareness**. The second step is **Acceptance**, while the final step is **Implementation**. All personnel in every type of company must have a sound basic understanding of why Safety is important, what safety stands for, who is responsible for safety, when and where to implement the safety programs and how one can be an asset to their company. This program will motivate attendees to achieve greater safety performance standards because of the awareness and knowledge gained. At the end of the program, attendees will realise that safety is not just about statistics and wearing of PPE, but a value and it has a direct effect on the many stakeholders. The ultimate goal is that everyone returns home safely to their family at the end of each working day the same way he left for work.



## Training Summary



### LEARNING OUTCOMES

The course is meant to provide both instruction and workshop sessions so that the participants should learn:

- What is Safety? Why is safety important?
- Safety and the Law
- Who is responsible for safety?
- The Safety Policy and the key elements and role of a Safety Management System
- Knowing about Hazard & Control
- Introduction to Safety Leadership

At the end of the session, the participants should :

- Recognise their duties and responsibilities
- Understand what is a hazard, its control and what is risk assessment
- Recognise the importance of incident management and investigation
- Be aware of the various tools and key principles of safety
- Understand the difference between proactive vs reactive safety
- How to be prepared for emergencies so as not to let it to escalate

## Trainer Profile



**Tuan Haji Abu Bakar** worked for 37 years in the offshore oil and gas industry with 3 different organizations, including 25 years in Health, Safety and Environment (HSE). Graduated with Bachelor of Chemical Engineering (Hons) from the University of Sydney, Australia. First job was with an

American oil major with well established and very structured HSE Management System, where he got his baptism and strong grounding on HSE, including oversea assignments in New Jersey, USA and London & Southampton, UK. He worked in Engineering (6 years); Business, Project Evaluation, Planning & Budget Management (6 years); and Health, Safety, Environment (HSE) and Regulatory Management (25 years). His expertise is in HSE systems development and also enhancing current but proven safety programs and initiatives such as Take 5, Golden Rules, Contractor Interface and Engagement, Onboarding, Contractors Recognition, Performance KPI Management, and practical safety Leadership & Behavior programs. He is trained under the HRDF "Train The Trainer" TTT certification program.

## Schedule

Time	Details
7.45 - 8.30am	<b>Registration</b>
8.30 - 11.00am	<ul style="list-style-type: none"> <li>Introduction and Safety Briefing</li> <li><b>First Step : Awareness</b> <ul style="list-style-type: none"> <li>Why Safety is important</li> <li>What Safety stands for</li> <li>What are the challenges</li> </ul> </li> </ul>
11.00 - 11.15am	<b>Mid-morning break</b>
11.15am - 1.00pm	<ul style="list-style-type: none"> <li><b>First Step : Awareness (Con'd)</b> <ul style="list-style-type: none"> <li>What are the safety best practices in the oil &amp; gas industry</li> <li>When &amp; Where to implement the safety programs</li> </ul> </li> </ul>
1.00 - 2.00pm	<b>Lunch Break</b>
2.00 - 3.00pm	<ul style="list-style-type: none"> <li><b>Second Step : Acceptance</b> <ul style="list-style-type: none"> <li>Who is responsible for safety</li> <li>How one can be asset to their company to achieve greater safety performance</li> </ul> </li> </ul>
3.00 - 3.15pm	<b>Afternoon break</b>
3.15 - 4.30pm	<ul style="list-style-type: none"> <li><b>Third Step : Implementation</b> <ul style="list-style-type: none"> <li>How to develop proactive programs to keep workplaces safe</li> <li>How to use these best practices to build a safe and healthy workplace</li> <li>How reactive safety programs can help/maintain safety performance</li> </ul> </li> </ul>
4.30 - 5.30pm	Summary and feedback
5.30pm	Session end

## REGISTRATION FORM

Tel : 603-80624671 Fax : 603-21611489

Email : training@igl.com.my

Website: <http://www.igl.com.my>

Name of Organisation:

Address:

Email:

Phone number :

Tel (Office) :

Tel (Fax) :

Contact Person :

Designation :

ANSARA / MOGEC Member:

YES / NO

NAME	Reg. Fee (RM)
<b>TOTAL PAYABLE</b>	

Enclosed herewith a crossed cheque No. .... for the sum of RM ..... issued in favour of "IGL Services Sdn Bhd (Maybank/562777220149) and crossed 'A/C payee only'. I/We understand that the fee is not refundable if I/we withdraw after my/our application is/are accepted by the Organizing Committee but substitution of participant will be allowed. If I/we fail to attend the workshop, I/we will still pay the registration fee in full.

(See next page : Terms & Conditions)



## Terms & Conditions

- FULL PAYMENT must be settled before commencement of the course, otherwise participants will not be allowed to enter the hall. If a place is reserved and the intended participants fail to attend the course, the fee is to be settled in full.

- Fee paid is not refundable. Registration fee includes lecture notes, refreshment.

- The Organizing Committee reserves the right to cancel, alter, or change the program due to unforeseen circumstances. Every effort will be made to inform the registered participants of any changes. In view of the limited places available, intending participants are advised to send their registrations as early as possible so as to avoid disappointment.

## IGL SERVICES SDN BHD

B-9-8, Megan Avenue II,  
12 Jalan Yap Kwan Seng  
50450 Kuala Lumpur