Professional Diploma in Occupational Safety and Health

(previously named “Continuing Education Diploma in Occupational Safety and Health Practices”)
Introduction

Occupational safety and health is concerned with the prevention or control of risks to life, as well as the well being of humans and the physical assets that arise from work. The concern on occupational safety and health is not just confined to designated industries that are more hazardous such as construction sites, ship yards and container terminals whereby there are compulsory requirement of employing a full time safety officer and safety supervisor. With the introduction of the Occupational Safety and Health Ordinance by the HKSAR government, the coverage extends to provide for the safety and health protection in the workplaces, both industrial and non-industrial.

Since 1993, the School of Continuing and Professional Education and the Occupational Safety and Health Council have collaborated to offer courses in occupational safety and health. There are more than 1,440 students graduated from this collaborative project with more than 30 cohorts. To enhance and update the programme content, new elements are added and the programme has also been retitled as “Professional Diploma in Occupational Safety and Health”.

Aim

The programme aims to provide a well-structured and systematic training for those involved in the occupational safety and health in their workplace and to provide training to those who aspire to meet the training requirement for registered safety officer under the Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Regulations.

Recognition

According to the Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Regulations, this programme is a recognized diploma in occupational safety and health, students with the following qualifications are eligible to register as a safety officer:

(i) Holders of CED OSHP plus 2 years’ relevant experience, of which 1 year obtained after the qualification.
(ii) Holders of CED OSHP with a degree in Science or Engineering or equivalent, plus at least 1 year’s relevant experience

For further information on registration, please visit the website: http://www.labour.gov.hk/eng/public/os/A/SOSSR_E.pdf

Structure

The programme emphasizes on professional knowledge, practice and application of knowledge in workplace. It comprises of 7 modules totaling 22 credits, to be completed in 3 semesters in 1 year. Each 3-credit module consists of 39 contact hours.

- Health and Safety Law
- Safety Technology
- Safety Management
- Occupational Health and Hygiene
- Safety Culture and Management Technique
- Project (6 credits)
- Practical Assessment (site visit) (1 credit)

Programme Outline

Health and Safety Law

This module aims at providing students a good understanding of the legal framework and detailed knowledge in the relevant legislation related to health and safety in the workplace.

Safety Technology

This module is designed to provide students with knowledge in identifying, controlling common hazards in the working environment in order to establish a safe place of work and a safe system of work.
Safety Management
This module is designed to equip students with advanced concepts in safety management in order to appraise legal requirements on managing safety and health, safety audit and safety review. The will be able to identify the key activities and their functions in an effective safety management system, and also evaluate and monitor the adequacy of a safety management system.

Occupational Health and Hygiene
This module aims at providing students with the knowledge of various health hazards arising from the use of chemical, physical, and biological agents in the workplace, and the methods in identifying and controlling such health hazards, and also equipping students with the legal knowledge relating to specific health hazards.

Safety Culture and Management Technique
This module is designed to provide students with basic knowledge of safety culture and develop skills in reviewing the safety culture of an organization, practicing skills and techniques in safety training, communication, motivation and coaching for using safety culture approach for enhancing safety management of the organization.

Project
This module is designed to provide students an opportunity to apply learning into practice by writing a project under the supervision of a tutor. Students will be able to develop their skills in addressing, analyzing, and solving their OSH problem(s) in their workplaces and compiling a project report.

Practical Assessment
This module is designed to develop the safety inspection and reporting skills for the students in identifying hazards and safety problems in workplace setting. The aims are to equip the students with abilities in hazard spotting and recommending suitable control measures to meet the safety and health legal requirements.

Medium of Teaching
The programme is conducted in Cantonese, supplemented by English terminology. Course materials and assessments will be in English.

Assessment and Award
The taught modules are assessed by coursework and examination. Project will be assessed by a written report and oral presentation whereas Practical Assessment will be assessed by a written report after a site visit. Students who have achieved a minimum of 70% attendance and passed all parts will be awarded a Professional Diploma in Occupational Safety and Health (PDOSH) by CityU SCOPE.

Qualifications Framework
This programme is recognized under the Qualifications Framework and has been listed in the Qualifications Register by the Hong Kong Council for Accreditation of Academic and vocational Qualifications (HKCAAVQ). HKQR website: http://www.hkqr.gov.hk

- QF Level: Level 4
- QR Registration No.: 13/000196/L4
- Validity Period: from 18 April 2013 to 31 December 2015

Programme Management and Monitoring
The programme is administered by SCOPE, the teaching of the programme is coordinated by the Occupational Safety and Health Council and monitored by a Programme Committee. Lecturers are experienced practicing safety consultants and hygienists, and senior ex-government officers in-charge of occupational safety and health. Representatives of the Labour Department will be invited to attend the Exam Committee Meeting to monitor the programme.
Admission Requirements

Applicants must either
1. Hold a sub-degree from recognized post-secondary institutions, or equivalent qualifications at HKQF Level 4; OR
2. Be a ‘mature applicant’ of at least 23 years of age by the start date of the programme.
Priority will be given to those who possess post-secondary education or safety/health related course, and are working at the managerial or supervisory position.

Application and Programme Arrangement

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<tr>
<th>Application Deadline</th>
<th>30 August 2013</th>
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<tr>
<td>Application Fee</td>
<td>HK$140 (non-refundable)</td>
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<tr>
<td>Programme Fee</td>
<td>HK$20,900</td>
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Part time

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<tr>
<th>Commencement</th>
<th>Early October 2013</th>
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<tr>
<td>Dates &amp; Time of meeting</td>
<td>Monday &amp; Thursday, 6:30 pm - 9:30 pm</td>
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<td>Meeting Venue</td>
<td>SCOPE Admiralty Learning Centre or other designated venues</td>
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Please send the followings on or before 30 August 2013 to

School of Continuing and Professional Education
Lower Ground Floor, Academic Exchange Building
City University of Hong Kong, Tat Chee Avenue, Kowloon

• application form;
• copies of certificates of highest academic and professional qualification attained;
• copies of certificates of health and safety training, if any and
• original copy of ATM Advice or the deposit form of application fee payment of HK$140 (Direct deposit or ATM transfer to CityU account at Hang Seng Bank : 293-318028-003).
• Programme fee of HK$20,900 in the form of crossed cheque payable to “City University of Hong Kong”

Application without copies of qualification attained will not be considered.

The School of Continuing and Professional Education will make selection on the basis of the information provided in the application form, academic and professional qualifications and working experience. All applicants will be informed of the application results by mail.

Enquiries

Voice : 3442 5685 / 3442 7423
E-mail : team5@scope.edu
Fax : 3442 0399

Continuing Education Fund

For application forms and details of application procedures, please visit the website : www.sfaa.gov.hk/cef or call government’s 24-hour enquiry hotline : 3142 2277.

Education Loan

Successful applicants are eligible to apply for the Government’s Non-means Tested Loan Scheme. Application forms are obtainable from each District Office and the Student Financial Assistance Agency (SFAA).

Enquiries : 2150 6223 Website : www.sfaa.gov.hk