

Health, Safety & Environmental Representative Training Programme

Health and safety representatives are employees elected or selected for the role, who represent the health and safety interests of employees within their designated work group in their organisation.

Safety, health and environment issues are everybody's concern. That's why it's important for all employees to participate in nominating and electing Health and Safety Representatives. The Health and safety representative's function is an important one as there are a number of legal requirements that need to be taken into consideration.

Why Health, Safety & Environmental Representative Training?

In accordance with the Health and Safety Act - Section 17, employers who employ 20 or more workers must appoint representatives to monitor health and safety conditions.

In accordance with the National Environmental Management Act - section 28, duty of care and remediation of environmental damage (-1) Every person who causes, has caused or may cause significant pollution or degradation of the environment must take reasonable measures to prevent such pollution or degradation from occurring, continuing or recurring, or, in so far as such harm to the environment is authorised by law or cannot reasonably be avoided or stopped, to minimise and rectify such pollution or degradation of the environment.

Health and safety representatives play an important role in the partnership between employers and employees by ensuring that employees have the opportunity to participate in decisions affecting their health and safety at work.

They have many duties and responsibilities such as inspecting the workplace, investigating health and safety complaints and initiating emergency procedures, which is why it is important that they have a proper understanding of the law and the duties they are responsible for.

Who should attend?

Any staff member elected to be a company health, safety & environmental representative.



Contact Details

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in partnership with



Health, Safety & Environmental Representative Training Overview

The health, safety and environmental representative training course is designed to provide the elected representative with a working knowledge of their duties and responsibilities in terms of both the Occupational Health and Safety Act and the National Environmental Management Act.

Course Content

- Law
 - The history of occupational health and safety
 - The structure of South African law
 - The purpose of the Occupational Health and Safety Act
 - The purpose of the National Environmental Management Act
 - Definitions
 - Dangers, hazards, aspects, risks and impacts
 - The duties of the employer
 - The duties of the employees
 - Risk & Impact control
 - Why comply?
- The safety representative
 - Election
 - Appointment
 - Functions
 - Committees
 - Liability
 - Why perform your duties
- Performing representative duties
 - Inspections
 - o Hazard identification
 - o Non-compliance detection
 - Interviews & communication skills
 - Report writing & finding presentation

Course Duration

2 days

Course Fee

R 1999.00 per person

Included in the fee: Learner workbooks, reference legislation, practical inspection & reporting documentation, Certificate

Features of The S.M.A.R.T. Solution services

- Facilitators and trainers are recruited from the emergency services - this means that a facilitator with real-time practical experience in emergencies and life threatening situations facilitate the learner
- Extra modules can be added to the course at the clients request - thus allowing for the tailor making of the course content to suit the clients individual needs and requirements without deviating from the legal requirements and current DOL legislation
- Courses are structured on a 50% theory and 50% practical format and are all outcomes based - this ensures that each learner receives maximum hands-on practical instruction in the acquisition of specific psycho-motor skills, as well as a thorough cognitive understanding of the relevant theory, thereby enhancing the learners level of confidence and competence
- For First Aid training each learner receives their own "Personal Training Pack" for the duration of the course - this eliminates 'front-of-class' embarrassment, reduces the chance of cross-contamination and enhances personal hygiene
- Training is conducted nation-wide at no extra cost to the course attendance fee - this affords multi-national companies and organisations the opportunity to have employees and members trained countrywide, thus creating uniformity and standardization of knowledge within the organisation (Conditions Apply)
- We cater for all literacy levels - this enables learners from all social and business levels to attend our learning interventions
- We utilise a unique facilitating method with an "easy-to-learn" format - this method creates an accelerated learning curve and enhances long-term memory retention
- We pride ourselves on professionalism, reliability and punctuality - this will ensure that we will become the preferred service provider and quality assessor for first aid training

Terms and Conditions

- A minimum of ten (10) delegates will be charged for
- Maximum 15 delegates per instructor (for quality purposes)
- VAT is not applicable (application pending)
- Fuel, toll fees, accommodation and meals to be provided for the instructor/s for training conducted outside the Greater Johannesburg region (whichever applicable)
- Maximum certificate validity period for First Aid is 3yrs
- Maximum certificate validity period for Fire Fighting is 1yr
- All other certificates valid for 1yr
- Full payment is required five (5) working days prior to the start of training



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