

Absolute Kinetics Consultancy Pte Ltd, your safety partner!
(Approved bizSAFE Training Provider)



TEWP – Top Executive Workplace Safety and Health Programme

[With effect from 1 Mar 2024] Legal Requirement (CEOs / Board Directors from Mandatory Industries):

It will be a legal requirement (w.e.f. 1 Mar 2024) for the CEO or a Board Director of companies in any of the following categories to complete the Top Executive WSH Programme (TEWP) if: 1. The company's SSIC 2020 Code submitted to ACRA is under Construction (SSIC Code F41-43), Manufacturing (SSIC Code C10-32 excluding C301), Marine (C301, H52252, H52225), or Transport & Storage (H49-53 excluding H52252, H52225) industries; OR 2. The company employs any work pass holders under the following Work Pass categories: Construction, Manufacturing, Marine, or Process, regardless of the company's SSIC.

[With effect from 1 Apr 2024] Legal Requirement (bizSAFE L1 Application):

Companies applying for bizSAFE L1 certification will be required (w.e.f. 1 Apr 2024) to send their Top Executive (Chief Executive Officer (CEO) / Board Director (BD)) to complete the Top Executive WSH Programme (TEWP). Certification: An e-certificate will be issued to participant who completes the course with 100% attendance.

• Certificate of Completion (COC) shall be awarded to trainees who declare themselves as corporate top executive, i.e., CEO / Board Director or equivalent, but excludes the Covering Officer role). Obtaining the COC satisfies the legal requirement for the Top Executive WSH Programme (TEWP) attendance.

Only the COC is accepted and recognised for the bizSAFE by the WSH Council.

• Certificate of Attendance (COA) shall be awarded to trainees who declare themselves as non-CEO / non-Board Directors/ non-equivalence of Corporate Top Executive. Obtaining the COA does not satisfy the legal requirement for the Top Executive WSH Programme (TEWP) attendance.

The COA shall not be accepted nor recognised for the bizSAFE by the WSH Council.

Course Aim: The Top Executive WSH Programme (TEWP) aims to focus corporate leaders' attention on how to meet their WSH responsibilities and ways to develop their company's WSH capabilities.

Course Overview: The course emphasises the values of WSH in the organisation and the legal responsibilities of the Chief Executive/Board of Directors and root cause analysis of top incident types.

Course Objectives: Upon completing this course, participants will be able to: Understand why his/her business should be interested in Workplace Safety and Health (WSH); Know what resources or information his/her company can tap on to build its WSH capabilities; and Know what actions he/she can take to improve the WSH processes in his/her company

Course Outline:

- 1) The Approved Code of Practice for chief executives and board of directors' WSH Duties.
- 2) Root cause analysis of top incident types.
- 3) Ways to prevent accidents.
- 4) Legal responsibilities of top executives under s48 WSH Act.
- 5) Business benefits and value of WSH.
- 6) How top executives can shape WSH culture and system.
- 7) How to avoid common workplace incidents.
- 8) Where to get help to build WSH capabilities.

Course Learning Units:

Learning Unit 1: The importance of WSH for businesses,

Learning Unit 2: Your legal responsibilities for WSH as CEO or Board Member,

Learning Unit 3: Fulfilling legal responsibility – the Approved Code of Practice on Chief Executives' and Board of Directors' Workplace Safety and Health Duties,

Learning Unit 4: Preparing a WSH Policy.

Target Audience:

All companies in these higher-risk sectors such as Construction, Manufacturing, Transport & Storage, Marine. Their CEO or Board Directors must attend the Programme.

Learner's Prerequisites:

The participant should be a Chief Executive (or equivalent)/ Board Director who is responsible for WSH in the company, in line with Measure #1 in the Approved Code of Practice for Chief Executives' and Board of Directors' Workplace Safety and Health Duties. The program is also suitable for staff who are keen to know more about WSH.

Steps for Registration: Customers are reminded that walk-in and email registrations are not allowed as customer must submit declaration form (and authenticate via SingPass) themselves per WSHC regulations. Please click [here](#) to submit your course registration. We only accept online registration for this course.

Course E-Attendance: Learners are reminded to bring along their mobile phones for mandatory attendance-taking via SingPass.

Who does it apply to:

1. All companies in these higher-risk sectors such as:
 - Construction (SSIC Code F41-43)
 - Manufacturing (SSIC Code C10-32 excluding C301)
 - Transport & Storage (C301, H52252, H52225)
 - Marine (H49-53 excluding H52252, H52225)
2. All companies employing any work pass holders under the following Work Pass categories:
 - Construction, Manufacturing, Marine, or Process; regardless of company SSIC.
3. Companies applying for bizSAFE L1 certification (w.e.f. 1 Apr 2024)

Course Delivery Methods: 1. Classroom Training at 33 Hillview Terrace. 2. Synchronous e-learning via Zoom 3. Asynchronous e-learning via online learning portal:

Course Duration: 3 Hours. **Course language:** English / Mandarin / Malay / Tamil. Max. class size: 20 pax.

Assessment Format: There will be no summative assessment. There will be an end of course review. 100% Attendance is required.

Course Fees: \$115 (Including GST) for Classroom Training / Synchronous e-learning and \$85.02 (Including GST) for Asynchronous e-learning.