

HRODC Postgraduate Training Institute



A Postgraduate - Only Institution



#028

**Industrial Health and Safety Management,
Incorporating Oil and Gas Safety**

Programme

Leading To:

Postgraduate Certificate in

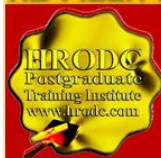
**Industrial Health and Safety Management,
Incorporating Oil and Gas Safety**

Accumulating to A

**Postgraduate Diploma, With 180 Additional
Credit-Hours**

HRODC Postgraduate Training Institute

HQ : 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK



Prof. Dr. Ronald B. Crawford - Director

PhD (Uni London); M. Ed. M (Bristol); PGCIS (UWL); Adv. Dip. Sc. Ed (Bristol); Dip. Doc.
Res. (Uni Wlv); F.I.M.S.; HR. S. (I.M.S.); Exec. M. AOM; M.I.S.G.S.; M.S.C.O.S.;
M. RG. C.



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Websites:
<https://www.hrodc.com/>
<https://www.hrodc.london>
[postgraduateshortcourses.com/](https://www.postgraduateshortcourses.com/)

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HRODC Postgraduate Training Institute, A Postgraduate-Only Institution

Our UK Government's Verification and Registration

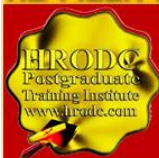
Our Institute is Verified by, and Registered with, the United Kingdom (UK) Register of Learning Providers (UKRLP), of the Department for Education (DfE). Its UK Provider Reference Number (UKPRN) is: 10019585 and might be located at: <https://www.ukrlp.co.uk/>.

Programme Coordinator:

Prof. Dr. R. B. Crawford is the Director of HRODC Postgraduate Training Institute, A Postgraduate-Only Institution. He has the following Qualifications and Affiliations:

- Doctor of Philosophy {(PhD) {University College London (UCL) - University of London}};
- MEd Management (University of Bath);
- Postgraduate (Advanced) Diploma Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);
- Diploma in Doctoral Research Supervision, (University of Wolverhampton);
- Teaching Certificate;

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- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Member of ResearchGate;
- Executive Member of Academy of Management (AOM). There, his contribution incorporates the judging of competitions, review of journal articles, and guiding the development of conference papers. He also contributes to the Disciplines of:
 - Human Resources;
 - Organization and Management Theory;
 - Organization Development and Change;
 - Research Methods;
 - Conflict Management;
 - Organizational Behavior;
 - Management Consulting;
 - Gender & Diversity in Organizations; and
 - Critical Management Studies.

Professor Dr. Crawford has been an Academic in the following UK Universities:

- University of London (Royal Holloway), as Research Tutor;
- University of Greenwich (Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- University of Wolverhampton, (Wolverhampton Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- London Southbank University (Business School), as Lecturer and Unit Leader.

His responsibilities in these roles included:

- Doctoral Research Supervisor;
- Admissions Tutor;
- Postgraduate and Undergraduate Dissertation Supervisor;
- Programme Leader;
- Personal Tutor

For Whom This Course is Designed

This Programme is Designed For:

- Asset Liability Management Professionals;
- Board Directors;
- Business Continuity Coordinators;
- Business Managers;
- Business Operations Managers;
- Chartered Enterprise Risk Analyst and other Risk Professionals;
- Chief Risk Officers;
- Corporate Strategy Staff;
- Directors of Risk Management;
- Disaster Recovery Professionals;
- Down-Stream Petroleum - Oil and Gas – Health and Safety Consultants;
- Down-Stream Petroleum - Oil and Gas – Health and Safety Inspectors;
- Enterprise Risk Managers;
- Individuals directly responsible for a company's accident analysis process
- Individuals directly responsible for a company's accident analysis process;
- Internal and External Auditors;
- Mid-Stream Petroleum - Oil and Gas – Drone Operators;
- Mid-Stream Petroleum - Oil and Gas – Managers;
- Mid-Stream Petroleum - Oil and Gas – Project Leaders;
- Mid-Stream Petroleum - Oil and Gas – Project Supervisors;
- Mid-Stream Petroleum - Oil and Gas – Submarine Operators;
- Mid-Stream Petroleum - Oil and Gas – Transports;
- Mid-Stream Petroleum - Oil and Gas – Under-water Inspectors;
- Petroleum - Oil and Gas – Accommodation Managers;
- Petroleum - Oil and Gas - Accountants;
- Petroleum - Oil and Gas - Business Professionals;
- Petroleum - Oil and Gas - Cementation Specialists;
- Petroleum - Oil and Gas - Drill Operators;
- Petroleum - Oil and Gas - Equipment Maintenance Engineers;
- Petroleum - Oil and Gas – Exploration Teams;

- Petroleum - Oil and Gas - Field Technicians;
- Petroleum - Oil and Gas – First Aiders;
- Petroleum - Oil and Gas – Geologists;
- Petroleum – Oil and Gas – Health and Safety Enforcers;
- Petroleum - Oil and Gas - Health and Safety Officers;
- Petroleum - Oil and Gas – Human Resource Managers;
- Petroleum – Oil and Gas – Joint Venture Operators;
- Petroleum - Oil and Gas - Mechanics;
- Petroleum - Oil and Gas – Medical Team;
- Petroleum - Oil and Gas - Operators;
- Petroleum - Oil and Gas - Pipeline Designers,
- Petroleum - Oil and Gas - Pipeline Engineers;
- Petroleum - Oil and Gas - Project Leaders;
- Petroleum - Oil and Gas - Project Managers;
- Petroleum - Oil and Gas - Refinery Workers;
- Petroleum – Oil and Gas – Regulators, Generally;
- Petroleum - Oil and Gas - Rig Operators;
- Petroleum - Oil and Gas - Safety Consultants;
- Petroleum - Oil and Gas - Safety Officials;
- Petroleum - Oil and Gas - Technicians;
- Petroleum - Oil and Gas - Transporters;
- Petroleum - Oil and Gas - Work-Over Task Forces;
- Regulators and Rating Agency Analysts;
- Risk Management Team Participants;
- Risk Managers;
- Risk Modelling Experts;
- Risk Professionals;
- Safe and Health Manager;
- Safety and Health Manager;
- Safety committee representatives.
- Safety committee representatives.
- Senior Executives;

- Staff in supervisory positions who have to be responsible for maintaining the workplace safety and health policies and procedures;
- Staff in supervisory positions who have to be responsible for maintaining the workplace safety and health policies and procedures;
- Supervisors, workers, safety directors and others responsible for safety on individual job sites;
- Supervisors, workers, safety directors and others responsible for safety on individual job sites;
- Up-Stream Petroleum - Oil and Gas – Contractors;
- Up-Stream Petroleum - Oil and Gas – Drone Operators;
- Up-Stream Petroleum - Oil and Gas – Equipment Maintenance Crew;
- Up-Stream Petroleum - Oil and Gas – Equipment Suppliers;
- Upstream Petroleum - Oil and Gas – Project Leaders;
- Upstream Petroleum - Oil and Gas – Workers;
- All Others Desirous of Enhancing Their Skills and Competence in Health and Safety Management in the Industrial Sector, incorporating Petroleum – Oil and Gas Industry.

Classroom-Based Duration and Cost:	
Classroom-Based Duration:	6 Weeks (5 Days per Week)
Classroom-Based Cost:	£30,000.00 Per Student
Online (Video-Enhanced) Duration and Cost	
Online Duration:	10 Weeks – 3 Hours Per Day, 6 Days Per Week
Online Cost:	£20,100.00 Per Student

Classroom-Based Programme Cost includes:

- Free Continuous snacks throughout the Event Days;
- Free Hot Lunch on Event Days;
- Free City Tour;
- Free Stationery;
- Free On-site Internet Access;

Industrial Health and Safety Management, Incorporating Oil and Gas Safety, Course, Leading to Postgraduate Certificate in Industrial Health and Safety Management, Incorporating Oil and Gas Safety, Accumulating to a Postgraduate Diploma, with 180 Additional Credit-Hours

- Postgraduate Diploma/ Diploma – Postgraduate –or
- Certificate of Attendance and Participation – if unsuccessful on resit.

Students and Delegates will be given a Selection of our Complimentary Products, which include:

- **Our Branded Leather Conference Folder;**
- **Our Branded Leather Conference Ring Binder/ Writing Pad;**
- **Our Branded Key Ring/ Chain;**
- **Our Branded Leather Conference (Computer – Phone) Bag – Black or Brown;**
- **Our Branded 8-16 GB USB Flash Memory Drive, with Course Material;**
- **Our Branded Metal Pen;**
- **Our Branded Polo Shirt.;**
- **Our Branded Carrier Bag.**

Daily Schedule: 9:30 to 4:30 pm.

Delivery Locations:

- 1. Central London, UK;**
- 2. Dubai, UAE;**
- 3. Kuala Lumpur, Malaysia;**
- 4. Amsterdam, The Netherlands;**
- 5. Brussels, Belgium;**
- 6. Paris, France; and**
- 7. Durban, South Africa;**
- 8. Other International Locations, on request.**

**Industrial Health and Safety Management,
Incorporating. Oil and Gas Safety, Programme**

Leading to Postgraduate Certificate in Industrial Health and Safety Management, Incorporating. Oil and Gas Safety, Accumulating to a Postgraduate Diploma, with 180 additional Credit-Hours

Programme Objectives

By the conclusion of the specified learning and development activities, delegates will be able to:

- Enumerate the objectives of safety and health management;
- Distinguish the salient feature of safety and health;
- Determine the role of safety and health manager in the corporate structure;
- Specify the resources that are readily available in the workplace;
- Demonstrate their familiarity with the mandates of workers' compensation;
- Demonstrate their knowledge of the bases of an effective recordkeeping system;
- Explain the concept of accident cause analysis;
- Establish the importance of organization of committees in maintaining the health and safety of workers in the industrial and service sectors;
- Relate the concept of safety and health economics;
- Conduct workers' training;
- Perform job placement testing in his organisation;
- Value the importance of maintaining a smoke-free workplace;
- Elucidate the concept of bloodborne pathogens in relation to the workers' safety and health;
- Suggest the most effective means of addressing and resolving workplace violence;
- Identify several ways of avoiding hazard through the use of the following approaches:
 - The Enforcement Approach;
 - The Psychological Approach;
 - The Engineering Approach;
 - The Analytical Approach;

- Hazard-Classification Scale.
- Ascertain the standards set forth in federal regulation pertaining to the health and safety of the workers in the industrial and service sectors;
- Demonstrate an understanding of the acronym 'NIOSH';
- Enforce the mandate of the federal regulation within their organisation;
- Specify the role of the states in protecting the health and safety of the workers in the industrial and service sectors;
- Determine the current political trends in light of the federal regulation;
- Explain the rights of immigrant workers under the federal regulation;
- Develop an efficient hazard communication program and strategy;
- Exhibit a heightened understanding of the applicable international standards in the information system as it relates to the workers' safety and health;
- Realise the role of Environmental Protection Agency;
- Determine the function of Department of Homeland Security;
- Develop effective computer information systems relative to workers' safety and health;
- Recognise the importance of process information;
- Conduct process analysis;
- Specify and suggest different operating procedures in dealing with the safety and health of the industrial workers;
- Conduct training to efficiently implement the safety process and instil disaster preparedness among them;
- Determine the importance of contractor personnel;
- Demonstrate their knowledge of how to deal and resolve different acts of terrorism;
- Devise ways of maintaining workplace security;
- Maintain buildings and facilities to guarantee workers' safety and health at the workplace in terms of the following:
 - Walking and Working Surfaces;
 - Exits;
 - Illumination;
 - Miscellaneous Facilities;
 - Sanitation.

- Demonstrate a thorough understanding of the mechanics of fire;
- Determine the concept of industrial fires;
- Identify ways for effective fire prevention;
- Explain the cause of dust explosions;
- Demonstrate the procedure for conducting emergency evacuation;
- Exhibit their familiarity with the following systems and equipment:
 - Fire Brigades;
 - Fire Extinguishers;
 - Standpipe and Hose Systems;
 - Automatic Sprinkler Systems;
 - Fixed Extinguishing Systems.
- Ascertain the correct ways of storing materials to guarantee the workers' safety;
- Determine the precautions which must be observe in terms of the following:
 - Industrial Trucks;
 - Passengers;
 - Cranes;
 - Slings;
 - Conveyors;
 - Lifting.
- Explain the basics of machine guarding;
- Know how to safeguard the point of operation;
- Determine how the following can promote workers' safety:
 - Power Presses;
 - Heat Processes;
 - Grinding Machines;
 - Saws;
 - Miscellaneous Machine Guarding;
 - Miscellaneous Machines and Processes;
 - Industrial Robots.
- Apply risk management concept in their organisation to promote worker's safety and health;
- Ascertain how risks are retained;

- Identify different kinds of risk;
- Conduct risk evaluation;
- Name the different risk control techniques:
 - Learn the basics of risk assumption and financing.
- Enumerate the objectives of safety and health management;
- Distinguish the salient feature of safety and health;
- Determine the role of safety and health manager in the corporate structure;
- Specify the resources that are readily available in the workplace;
- Demonstrate their familiarity with the mandates of workers' compensation;
- Ascertain the techniques for effective recordkeeping;
- Explain the concept of accident cause analysis;
- Establish the importance of organization of committees in maintaining the health and safety of workers in the industrial and service sectors;
- Relate the concept of safety and health economics;
- Conduct workers' training;
- Perform job placement testing in his organisation;
- Value the importance of maintaining a smoke-free workplace;
- Elucidate the concept of bloodborne pathogens in relation to the workers' safety and health;
- Propose the most efficient means of handling and resolving workplace violence;
- Identify several ways of avoiding hazard through the use of the following approaches:
 - The Enforcement Approach;
 - The Psychological Approach;
 - The Engineering Approach;
 - The Analytical Approach;
 - Hazard-Classification Scale.

Programme Contents, Concepts and Issues

Part 1: Pertinent Issues in Health and Safety Management (1)

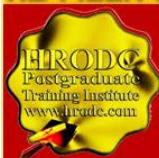
- Health and Safety: Distinction and Relationship;
- Importance of a Healthy and Safe Working Environment;
- Role in the Corporate Structure in Organisational health and Safety Systems and Culture;
- Health and Safety Resources;
- Health and Safety and Organisational Effectiveness.
- Establish the link between ergonomics and workers' health and safety.
- Identify the facets of ergonomics;
- Ascertain the causes of workplace musculoskeletal disorders and develop ways to enable workers to avoid having it;
- Enumerate the affected industries;
- Familiarise themselves with the ergonomics standards and be able to apply these in their organisation;
- Understand the concept of WMSD Management Programs;
- Perform ergonomic risk analysis within their organisation;
- Learn NIOSH Lifting Equation.

Part 2: Pertinent Issues in Health and Safety Management (2)

- Specify the different sources of ergonomic hazards;
- Conduct baseline examinations of health and toxic substances;
- Identify the different toxic substances;
- Know the underlying concept of measures of exposure;
- Recognise the importance of standards completion project;
- Learn how to Detect Contaminants;

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- Observe proper ventilation in the workplace;
- Apply the concept of ASHRAE Standards and Indoor Air Quality;
- Identify ways to combat industrial noise;
- Devise ways to avoid too much workers' exposure over radiation;
- Know how to handle with precaution the different kinds of flammable liquids;
- Enumerate the various sources of ignition;
- Explain the concept of standards compliance;
- Obtain information about:
 - Combustible Liquids;
 - Spray Finishing;
 - Dip Tanks;
 - Explosives;
 - Liquefied Petroleum Gas.
- Draft a protection need assessment for their organisation;
- Know how to conduct Personal Protective Equipment (PPE) Training;
- Demonstrate a heightened understanding about the following:
 - Hearing Protection;
 - Eye and Face Protection;
 - Respiratory Protection;
 - Confined Space Entry;
 - Head Protection.
- Identify the different miscellaneous personal protective equipment;
- Teach how to conduct first aid in cases of accident at the workplace.

Part 3: Safety and Health Function and Hazard Avoidance

- Workers' Compensation;
- Recordkeeping;
- Accident Cause Analysis;
- Organization of Committees;
- Safety and Health Economics;
- Training;

- Job Placement Testing;
- The Smoke-Free Workplace;
- Bloodborne Pathogens;
- Workplace Violence.
- The Enforcement Approach;
- The Psychological Approach;
- The Engineering Approach;
- The Analytical Approach;
- Hazard-Classification Scale.

Part 4: Responsibility for Health and Safety – Health and Safety Executive

- General duties of employers to their employees.
- General duties of employers and self-employed to persons other than their employees.
- General duties of persons concerned with premises to persons other than their employees.
- General duty of persons in control of certain premises in relation to harmful emissions into atmosphere.
- General duties of manufacturers etc. as regards articles and substances for use at work.
- General duties of employees at work.
- Duty not to interfere with or misuse things provided pursuant to certain provisions.
- Duty not to charge employees for things done or provided pursuant to certain specific requirements.

Part 5: Information Systems and Communication in Health and Safety Management

- Hazard Communication;
- International Standards;
- Environmental Protection Agency;
- Department of Homeland Security;
- Computer Information Systems;
- Utilising Information Systems Analysis and Design in Health and Safety Management;
- Understanding Structured Systems Analysis and Design Method (SSADM) in the creation of a health and Safety Management and Information System.

Part 6: Process Safety and Disaster Preparedness

- Process Information;
- Process Analysis;
- Operating Procedures;
- Training;
- Contractor Personnel;
- Acts of Terrorism;
- Workplace Security.
- Walking and Working Surfaces;
- Exits;
- Illumination;
- Miscellaneous Facilities;
- Sanitation.

Part 7: Ergonomics in Industrial Health and Safety Management

- Workers' Compensation;
- Occupational Injuries Vs. Occupational Illness;
- Concepts of Hazard Avoidance;
- Different Approaches of Eliminating or Avoiding Hazards:
 - Enforcement Approach;
 - Psychological Approach;
 - Engineering Approach:
 - ✚ Application of the Three Lines of Defense Concept;
 - ✚ Safety Factors.
 - Analytical Approach.
- Failure Modes and Effects Analysis (FMEA);
- Fault Tree Analysis;
- Toxicology;
- Cost Benefit Analysis;
- Hazard Classification Scale;
- Facets of Ergonomics;
- Workplace Musculoskeletal Disorders;
- Ergonomics Standards;
- Work-Related Musculoskeletal Disorders (WMSDs) Management Programs;
- Ergonomic Risk Analysis;
- *National Institute of Occupational Safety and Health (NIOSH) Lifting Equation;*
- Sources of Ergonomic Hazards.

Part 8: Health and Toxic Substances

- Toxic Substances:
 - Toxic Substances;
 - Irritants;
 - Systematic Poisons;
 - Depressants;
 - Asphyxiants;
- Baseline Examinations;
- Toxic Substances;
- Measures of Exposure;
- Standards Completion Project;
- Detecting Contaminants;
- Carcinogens

Part 9: Environmental Control and Noise: primary and Secondary Legislation

- Importance of Ventilation in Health and Safety;
- American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Standards and Indoor Air Quality;
- Noise and Statutory Nuisance Act;
- Noise Control in Construction Industry;
- The Control of Noise (Code of Practice for Construction and Open Sites) (England) Order 2015;
- The Airports (Noise-related Operating Restrictions);
- The Noise Emission in the Environment by Equipment for use Outdoors (Amendment) Regulations 2015;
- The Control of Noise (Code of Practice on Noise from Ice-Cream Van Chimes Etc.) (England) Order 2013;

- The Environmental Noise, Site Waste Management Plans and Spreadable Fats etc. (Revocations and Amendments) Regulations 2013;
- The Merchant Shipping and Fishing Vessels (Control of Noise at Work) Regulations 2007;
- The Environmental Noise (Identification of Noise Sources) (England) Regulations 2007 (revoked) ;
- The Air Navigation (Cosmic Radiation: Protection of Air Crew and Space Crew and Consequential Amendments) Order 2019

Part 10: Flammable and Explosive Materials, Personal Protection and First Aid

- Flammable Liquids;
- Sources of Ignition;
- Standards Compliance;
- Combustible Liquids;
- Spray Finishing;
- Dip Tanks;
- Explosives;
- Liquefied Petroleum Gas.
- Protection Need Assessment;
- Personal Protective Equipment (PPE) Training;
- Hearing Protection;
- Eye and Face Protection;
- Respiratory Protection;
- Confined Space Entry;
- Head Protection;
- Miscellaneous Personal Protective Equipment;
- First Aid.

Part 11: Fire Protection

- Mechanics of Fire;
- Industrial Fires;
- Fire Prevention;
- Dust Explosions;
- Emergency Evacuation;
- Fire Brigades;
- Fire Extinguishers;
- Standpipe and Hose Systems;
- Automatic Sprinkler Systems;
- Fixed Extinguishing Systems.

Part 12: Materials Handling and Storage, Safety Precautions and Safeguarding (1)

- Materials Storage;
- Industrial Trucks;
- Passengers;
- Cranes;
- Slings;
- Conveyors;
- Lifting.
- General Machine Guarding;
- Mechanical Hazards;
- Guarding by Location or Distance;
 - Tag-outs and Locks;
 - Zero Mechanical State;
 - Interlocks;
 - Trip Bars;
 - Fan Blade Guards;
 - Anchoring Machines;

- Safeguarding the Point of Operation:

Part 13: Materials Handling and Storage, Safety Precautions and Safeguarding (2)

- Guards:
 - Die Enclosures;
 - Fixed Barriers;
 - Interlocked Barriers;
 - Adjustable Barriers;
 - Awareness Barriers.
- Devices:
 - Gates;
 - Presence Sensing Devices;
 - Pullbacks;
 - Sweeps;
 - Holdouts;
 - Two Hand Controls;
 - Two Hand Trips.
- Heat Processes;
- Grinding Machine;
- Saws;
- Miscellaneous Machine Guarding;
- Safeguarding the Point of Operation;
- Power Presses;
- Heat Processes;
- Industrial Robots;

Part 14: Upstream Oil and Gas Operation: Salient Issues

- Introducing the Oil and Gas Industry;
- Brief History of the U.S. Oil and Gas Industry;
- Origin of Petroleum;
- Anticline;
- Exploration Methods and Procedures;
- 3-D Seismic;
- 4-D Seismic.

Part 15: Oil and Gas Drilling Operation (1)

- Oil and Gas Drilling Operations;
- Bottom-Hole Pressure;
- Bottom-Hole Pump;
- Drill String;
- Rat Hole;
- Mouse Hole;
- Drilling Platform;
- Drilling Rig:
 - On-shore Oil Rig;
 - Offshore Oil Rig.

Part 16: Oil and Gas Drilling Operation (2)

- Proved Area;
- Drill Stem Test;
- Derek and Derek Hands;
- Cracking;
- Field;
- Christmas Tree;

- Sedimentary Rock;
- Seismic Exploration;
- Development Well Flowing Well;
- Injection Well;
- Offset Well;
- Stratigraphic Well.

Part 17: Oil and Gas Drilling Operation (3)

- **Stratigraphic Test Well** or Exploratory Well;
- Service Well;
- Dry Hole;
- Dual Completion;
- Dry Natural Gas;
- Natural and Artificial Lifts;
- Oil and Gas Production and Sales;
- Some State and US Federal Oil and Gas Drilling Regulation;
- Maximum Efficiency Drilling Rate (MER);
- Oil and Gas Subsectors – Upstream, Mid-Stream And Downstream;
- Horizontal, Vertical and Full Integration within the Oil and Gas Industry;
- Shale Gas Drilling and Related Issues.

Part 18: On-Shore and Offshore Oil and Gas Safety (1)

- Health and Safety Executive (HSE) Offshore Statistics:
 - Hydrocarbon Releases (HCRS) 5;
 - Fatal and Major Injuries to Offshore Workers;
 - Types of Accidents;
 - Over- 3-Day Injuries to Offshore Workers;
 - Dangerous Occurrences Offshore;
 - Incidence of Ill Health to Workers Offshore.

- Oil and Gas Industry Safety Regimes/ Institutions and Their Safety Regulation and Monitoring System:
 - American Petroleum Institute: Environmental Health & Safety;
 - Enform;
 - A Step Change in Safety;
 - Fire and Blast Information Group;
 - National Offshore Petroleum Safety Authority;
 - OSHA Oil and Gas Well Drilling and Servicing
 - Work safe BC Health & Safety Centre for Petroleum;
 - Health and Safety Executive (HSE);
 - Petroleum Industry's Annual Safety Seminar.

- The National Institute for Occupational Safety and Health (NIOSH) Lifting Equation.
 - Sources of Economic Hazards.

Part 19: Health and Safety Management in Flammable Environments

- Fire Protection;
- Mechanics of Fire;
- Fire Prevention;
- Emergency Evacuation;
- Alarm Systems;
- Fire Detection Systems;
- Fire Brigades;
- Fire Extinguishers;
 - Standpipe Hose Systems;
 - Automatic Sprinkler Systems;
 - Fixed Extinguishing Systems;
 - Dry Chemical Systems.
- Dangerous Substances:
 - Liquids;
 - ✚ Extremely Flammable;
 - ✚ Highly Flammable;

✚ Flammable.

- Dusts;
 - Gases;
 - Solids;
 - Oxygen;
 - Reactive Chemicals;
 - Other Fire and Explosion Hazards.
- Regulations;
- Safeworking with Flammable Substances;
- Safety Principles; VICES
 - ✚ Ventilation;
 - ✚ Ignition
 - ✚ Containment;
 - ✚ Exchange;
 - ✚ Separation.
- Emergencies.

Part 20: Air Quality and Combustibility in Oil and Gas Environments (1)

- Air Contaminants;
- Threshold Limit Values (TLV);
- Detecting Contaminants;
- Approaches in Measuring Air-Contaminant Exposures;
- Environment Control and Noise;
- Ventilation;
- Design Principles;
- Makeup Air;
- Purification Devices;
- Indoor Air Quality (IAQ).

Part 21: Air Quality and Combustibility in Oil and Gas Environments (2)

- Industrial Noise.
- Noise Measurement;
- Decibels as Units of Intensity of a Sound or Power Level;
- Radiation: Associated Issues, detection and Measurement;
- Flammable and Explosive Materials.
- Flammable Liquids;
- Sources of Ignition;
- Standards Compliance;
- Combustible Liquids;
- Spray Finishing;
- Dip Tanks;
- Explosives;
- Liquefied Petroleum Gas (LPG): Associated Health and Safety Issues.

Part 22: Health and Safety in Flammable Environments (1)

- Fire Protection;
- Mechanics of Fire;
- Fire Prevention;
- Emergency Evacuation;
- Alarm Systems;
- Fire Detection Systems;
- Fire Brigades;
- Fire Extinguishers;
 - Standpipe Hose Systems;
 - Automatic Sprinkler Systems;
 - Fixed Extinguishing Systems;

- Dry Chemical Systems.

Part 23: Health and Safety in Flammable Environments (2)

- Dangerous Substances:
 - Liquids;
 - Extremely Flammable;
 - Highly Flammable;
 - Flammable.
 - Dusts;
 - Gases;
 - Solids;
 - Oxygen;
 - Reactive Chemicals;
 - Other Fire and Explosion Hazards.
- Regulations;
- Safe-working with Flammable Substances;
 - Safety Principles; VICES
 - Ventilation;
 - Ignition
 - Containment;
 - Exchange;
 - Separation.
- Dealing With Emergencies.

Part 24: Emergency Risk Incident Management

- Definition;
- Risk Management Model:
 - Risk Identification;
 - Risk Evaluation;
 - Prioritising Risk;

- Risk Control Measures;
 - ✚ Risk Avoidance;
 - ✚ Implementation of Control Measures;
 - ✚ Risk Transfer.
- Risk Monitoring;
- Evaluation of Effectiveness of Risk Control Measures.

Part 25: Petroleum – Oil and Gas – Safety (1)

- Health and Safety Executive (HSE) Offshore Statistics:
 - Hydrocarbon Releases (HCRS) 5;
 - Fatal and Major Injuries to Offshore Workers;
 - Types of Accidents;
 - Over- 3-Day Injuries to Offshore Workers;
 - Dangerous Occurrences Offshore;
 - Incidence of Ill Health to Workers Offshore.
- Oil and Gas Industry Safety Regimes/ Institutions and Their Safety Regulation and Monitoring System:
 - American Petroleum Institute: Environmental Health & Safety;
 - The Safety Association For Canada's Upstream Oil & Gas Industry (Enform);
 - A Step Change in Safety;
 - Fire and Blast Information Group.

Part 26: Petroleum – Oil and Gas – Safety (2)

- National Offshore Petroleum Safety Authority;
- OSHA Oil and Gas Well Drilling and Servicing Worksafe BC Health & Safety Centre for Petroleum;
- Health and Safety Executive (HSE);
- Petroleum Industry's Annual Safety Seminar.

- Safety Relief Valves and Rupture Discs;
- Pressure Safety Valves (PSV), Operation and Testing;
- Gaswell Blowouts;
- Hydrogen Sulfide;
- Hydrogen Sulfide Principles;
- Hydrogen Sulfide (H₂S) Safety for Oil and Gas;
- Rig Accidents;
- Actinia Oil Rig Blowout;
- Blow-Out Preventers (BOP);
- New Generation of Blow-Out Preventers (BOP);
- Malfunctioning of Blow-Out Preventers (BOP);
- Dealing with Blowouts
- Analysing the BP Oil Disaster.

Part 27: Worker Exposure to Silica During Hydraulic Fracturing

- The "Fracking" Process;
- Chemical additives in Hydraulic Fracturing;
- Silica sand as a Proppant;
- NIOSH Findings on Worker Exposures to Silica;
- Determining worker exposure levels;
- Health Hazards of Silica;
- Chronic/classic silicosis;
- Accelerated silicosis;
- Acute silicosis;
- Monitor the air to determine worker exposures to silica;
- Control dust exposures by improving existing engineering controls and safe work practices;
- Short-term work practices and procedural changes that can be implemented quickly:
 - Mandate the capping of unused fill ports (e.g., cam lock caps) on sand movers;

- Reduce the drop height between the sand transfer belt and T-belts and blender hoppers;
 - Limit the number of workers, and the time workers must spend in areas;
 - Consider ways to perform dusty operations remotely;
 - Apply fresh water to roads and around the well site to reduce the dust;
- Practices that involve equipment changes:
- Enclose points where dust is released;
 - Where possible, use enclosed cabs or booths;
 - Use local exhaust ventilation;
 - Replacement of transfer belts with screw augers on sand movers in new designs or retrofits;
 - Provision of respiratory protection when it is needed to protect workers.

Part 28: Risk and Risk Management in Industrial Settings

- Defining and Contextualising Risk:
- Defining Risk;
 - Contextualizing Risk;
 - Formulating Risk Statement;
 - Perception And Calculation;
- Understanding Risk in an Organisation:
- Model Towards Understanding Risk;
 - Enterprise Risk Management;
 - Risk – Classification.
- Pertinent Issues in Enterprise Risk Mangep
- Risk in Enterprise Risk Management;
 - Identification of Type of Risk;
 - Level of Risk;
 - Property Risks;
 - Valuing Property;
 - Liability Legal Grounds;
 - Liability Risks;

- Torts - An Insurance Categorization;
- Establishing Negligence;
- Types of Damages;
- “Res Ipsa Loquitur”;
- Defenses in a Negligence Suit;
- Human Resource Risks;
- Review and Update.

Part 29: The Risk Management Process in Industrial Settings(1)

➤ Sequencing the Process:

- STEP 1: Risk Identification and Categorization;
- STEP 2: Risk Quantification:
 - ✚ Example of Impact And Definitions.
- STEP 3: Risk Strategies Identification:
 - ✚ 4 Categories of Risk Strategies (Countermeasures):
 - ⊕ Accept;
 - ⊕ Manage;
 - ⊕ Contingency plan;
 - ⊕ Reduce.
 - ✚ Risk Strategies;
 - ✚ Risk Acceptance;
 - ✚ Risk Management;
 - ✚ Contingency Planning;
 - ✚ Risk Reduction;
 - ✚ Risk Transferring;
 - ✚ Insurance:
 - ⊕ Example of Insurance.
 - ✚ Risk Reduction Control.
- STEP 4: Implementation Of Strategies:
 - ✚ Residual Risk;
 - ✚ The Risk Register.

- STEP 5: Monitoring And Reviewing Results Of Risk Mitigation Measures:
 - ✚ Continuous Risk Management (CRM);
 - ✚ Risk Assessment And Manifestation Of Reality;
 - ✚ Crawford's Risk Analysis And Base 10: Probability vs Risk Magnitude.

Part 30: The Risk Management Process in Industrial Settings (2)

- Sequencing the Process:
 - Conducting a Financial Risk Assessment.
 - ✚ The Process of Financial Risk Assessment (1);
 - ✚ Products of a Financial Risk Assessment:
 - ⊕ Expand;
 - ⊕ Contract;
 - ⊕ Pursue External Growth;
 - ⊕ Grow Organically;
 - ⊕ Enter Joint Venture;
 - ⊕ 'Go-It-Alone'.
 - Formal Risk Assessment Techniques and Measurements:
 - ✚ Conditional Value at Risk- CVaR;
 - ✚ Loan-to-Value Ratios;
 - ✚ Credit Analysis;
 - ✚ Credit Rating;
 - ✚ Credit Rating Agencies.
 - Financial Risk Assessment and Manifestation Reality:
 - ✚ Richter Earthquake Magnitude Scale;
 - ✚ Crawford's Risk Analysis and Base 10: Probability VS 'Risk Magnitude.
 - Managing Financial Exposure Risk;
 - Risk Management Tools:
 - ✚ Forward Contracts;
 - ✚ Option Contracts;
 - ✚ Futures Contracts;
 - ✚ Corporate Governance;

✚ Diversification.

- Managing Risk With Forward Contracts:
 - ✚ Forward Contracts: Payoff Profiles;
 - ✚ Profits for Forward Contracts.
- Financial Method Of Measuring Risk:
 - ✚ Standard Deviation;
 - ✚ Beta;
 - ✚ Alpha;
 - ✚ Treynor Index;
 - ✚ Style Analysis;
 - ✚ R-squared.
- Quantifying Financial Risk;
- Interest Rate Derivatives Market;
- Equity Risk;
- Identifying and Measuring Currency/Exchange Rate Risk;

Measuring Currency or Exchange Rate Risk.

Postgraduate Diploma, Postgraduate Certificate, and Diploma – Postgraduate - Short Course Regulation

Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate: Their Distinction, Credit Value and Award Title

Postgraduate Short Courses of a minimum of five days' duration, are referred to as Diploma – Postgraduate. This means that they are postgraduate credits, towards a Postgraduate Certificate and Postgraduate Diploma. Postgraduate Certificate and Postgraduate Diploma represent Programmes of Study, leading to Awards bearing their title prefixes. While we refer to our short studies, of 5 days to five weeks, as 'Courses', those with duration of 6 weeks and more are labelled 'Programmes'. Nevertheless, in line with popular usage, we often refer to all study durations as 'Courses'. Another mark of distinction, in this regard, is that participants

Industrial Health and Safety Management, Incorporating Oil and Gas Safety, Course, Leading to Postgraduate Certificate in Industrial Health and Safety Management, Incorporating Oil and Gas Safety, Accumulating to a Postgraduate Diploma, with 180 Additional Credit-Hours

in a short course are referred to as 'Delegates', as opposed to the term 'Students', which is confined to those studying a Postgraduate Programme.

Courses are of varying Credit-Values; some being Single-Credit, Double-Credit, Triple-Credit, Quad-Credit, 5-Credit, etc. These short courses accumulate to Postgraduate Certificate, with a total of 180 Credit-Hours (= 6 X 5-Day Courses or 3 X 10-Day Courses), or Postgraduate Diploma, with a total of 360 Credit-Hours (= 12 X 5-Day Courses or 6 X 10-Day Courses).

Delegates studying courses of 5-7 days' duration, equivalent to 30-42 Credit-Hours (Direct Lecturer Contact), will, on successful assessment, receive the Diploma – Postgraduate Award. This represents a single credit at Postgraduate Level. While 6-day and 7-day courses also lead to a Diploma – Postgraduate, they accumulate 36 and 42 Credit Hours, respectively.

Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate Assessment Requirement

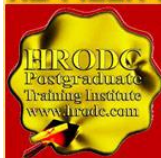
Because of the intensive nature of our courses and programmes, assessment will largely be in-course, adopting differing formats. These assessment formats include, but not limited to, in-class tests, assignments, end of course examinations. Based on these assessments, successful candidates will receive the Diploma – Postgraduate, Postgraduate Certificate, or Postgraduate Diploma, as appropriate.

In the case of Diploma – Postgraduate, a minimum of 70% overall pass is expected. In order to receive the Awards of Postgraduate Certificate and Postgraduate Diploma, candidates must have accumulated at least the required minimum 'Credit-Hours', with a pass (of 70% and above) in at least 70% of the courses taken.

Delegates and students who fail to achieve the requirement for Postgraduate Certificate, Postgraduate Diploma, or Diploma - Postgraduate - will be given support for 2 re-submissions for each course. Those delegates who fail to achieve the assessment requirement for the Postgraduate Diploma or Diploma - Postgraduate - on 2 resubmissions, or those who elect not to receive them, will be awarded the Certificate of Attendance and Participation.

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HRODC Postgraduate Training Institute
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Diploma – Postgraduate, Postgraduate Certificate, and Postgraduate Diploma Application Requirements

Applicants for Diploma – Postgraduate – Postgraduate Certificate, and Postgraduate Diploma are required to submit the following documents:

- Completed Postgraduate Application Form, including a passport sized picture affixed to the form;
- A copy of Issue and Photo (bio data) page of the applicant's current valid passport or copy of his or her Photo-embedded National Identity Card;
- Copies of credentials mentioned in the application form.

Admission and Enrolment Procedure

- On receipt of all the above documents we will assess applicants' suitability for the Course or Programme for which they have applied;
- If they are accepted on their chosen Course or Programme, they will be notified accordingly and sent Admission Letters and Invoices;
- One week after the receipt of an applicant's payment or official payment notification, the relevant Course or Programme Tutor will contact him or her, by e-mail or telephone, welcoming him or her to HRODC Postgraduate Training Institute;
- Those intending to study in a foreign country, and require a Visa, will be sent the necessary immigration documentation, to support their application;
- Applicants will be notified of the dates, location and venue of enrolment and orientation, where appropriate.

Modes of Study and Duration of Postgraduate Certificate and Postgraduate Diploma Programmes

There are two delivery formats for Postgraduate Certificate and Postgraduate Diploma Programmes, as follows:

1. Intensive Full-time (Classroom-Based) Mode, lasting 3 months for Postgraduate Diploma, and 6 weeks for Postgraduate Certificate. These durations are based on six hours' lecturer-contact per day, five days (30 hours) per week, for Postgraduate Diploma;
2. Video-Enhanced On-Line Mode. This interactive online mode lasts twenty (20) weeks, for Postgraduate Diploma, and ten (10) weeks for Postgraduate Certificate. Our calculation is based on three hours per day, six days per week.

Whichever study mode is selected, the aggregate of 360 Credit Hours must be achieved.

Introducing Our Video-Enhanced Online Study Mode

In a move away from the traditional online courses and embracing recent developments in technology-mediated distance education, HRODC Postgraduate Training Institute has introduced a Video-Enhanced Online delivery. This Online mode of delivery is revolutionary and, at the time of writing, unique to HRODC Postgraduate Training Institute.

You are taught as individuals, on a one-to-one or one-to-small-group basis. You see the tutor face to-face, for the duration of your course. You will interact with the tutor, ask and address questions; sit examinations in the presence of the tutor. It is as real as any face-to-face lecture and seminar can be. Choose from a wide range of Diploma – Postgraduate Courses and an increasing number of Specialist Postgraduate Certificate and Postgraduate Diploma Programmes. You might also accumulate Postgraduate Short Courses, via this mode of study, over a 6-year period, towards a Postgraduate Certificate or Postgraduate Diploma.

Key Features of Our Online Study: Video-Enhanced Online Mode

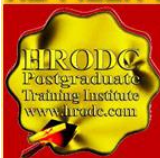
- The tutor meets the group and presents the course, via Video, in a similar way to its classroom-based counterpart;
- All participants are able to see, and interact with, each other, and with the tutor;
- They watch and discuss the various video cases and demonstrations that form an integral part of our delivery methodology;
- Their assessment is structured in the same way as it is done in a classroom setting;
- The Video-Enhanced Online mode of training usually starts on the 1st of each month, with the cut-off date being the 20th of each month, for inclusion the following month;
- Its duration is twice as long as its classroom-based counterpart. For example, a 5-day (30 Credit Hours) classroom-based course will last 10 days, in Video-Enhanced Online mode. This calculation is based on 3 hours tuition per day, adhering to the Institute's required 30 Credit-Hours;
- The cost of the Video-Enhanced Online mode is 67% of similar classroom-based courses;
- For example, a 5-day classroom-based course, which costs Five Thousand Pounds, is only Three Thousand Three Hundred and Fifty Pounds (£3,350.00) in Video-Enhanced Online Mode.

10-Week Video-Enhanced Online Postgraduate Certificate and 20-Week Video-Enhanced Online Postgraduate Diploma

You might study an Online Postgraduate Certificate or Online Postgraduate Diploma, in 10 and 20 weeks, respectively, in the comfort of your office or homes, through HRODC Postgraduate Training Institute's Video-Enhanced Online Delivery. We will deliver the 180 Credit-Hours and 360 Credit-Hours, in line with our regulation, through 'Direct-Lecturer-Contact', within the stipulated timeframe. We aim to fit the tuition around your work, family commitment and leisure, thereby enhancing your maintenance of an effective 'work-study-life-style balance', at times convenient to you and your appointed tutor.

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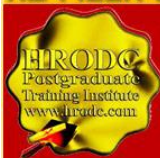
Cumulative Postgraduate Certificate and Postgraduate Diploma Courses

All short courses can accumulate to the required number of Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, over a six-year period from first registration and applies to both general and specialist groupings. In this regard, it is important to note that short courses vary in length, the minimum being 5 days (Diploma – Postgraduate) – equivalent to 30 Credit Hours, representing one credit, as is tabulated below.

On this basis, the definitive calculation on the Award requirement is based on the number of hours studied (aggregate credit-value), rather than merely the number of credits achieved. This approach is particularly useful when a student or delegate studies a mixture of courses of different credit-values.

For those delegates choosing the accumulative route, it is advisable that at least one or two credits be attempted each year. This will ensure that the required 180 Credit-Hours and 360 Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, respectively, are achieved, within the designated period. These Credit-Values, awards and their accumulation are exemplified below.

Examples of Postgraduate Course Credits: Their Value, Award Prefix & Suffix – Based on 5-Day Multiples		
Credit Value	Credit Hours	Award Title Prefix (& Suffix)
Single-Credit	30-54	Diploma - Postgraduate
Double-Credit	60-84	Diploma – Postgraduate (Double-Credit)
Triple-Credit	90-114	Diploma – Postgraduate (Triple-Credit)
Quad-Credit	120-144	Diploma – Postgraduate (Quad-Credit)
5-Credit	150-174	Diploma – Postgraduate (5-Credit)
6-Credit	180-204	Postgraduate Certificate
7-Credit	210-234	Postgraduate Certificate (+ 1 Credit)



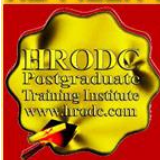
Examples of Postgraduate Course Credits: Their Value, Award Prefix & Suffix – Based on 5-Day Multiples		
Credit Value	Credit Hours	Award Title Prefix (& Suffix)
8-Credit	240-264	Postgraduate Certificate (+2 Credits)
9-Credit	270-294	Postgraduate Certificate (+3 Credits)
10-Credit	300-324	Postgraduate Certificate (+ 4 Credits)
11-Credit	330-354	Postgraduate Certificate (+5 Credits)
12-Credit	360	Postgraduate Diploma
360 Credit-Hours = Postgraduate Diploma		
12 X 5-Day Courses = 360 Credit-Hours = Postgraduate Diploma		
10 X 6-Day Courses = 360 Credit-Hours = Postgraduate Diploma		

Exemplification of Accumulated Postgraduate Certificate and Postgraduate Diploma Award Titles

All Specialist Postgraduate Certificate and Postgraduate Diploma Programmes have their predetermined Award Titles. Where delegates do not follow a Specialism, for accumulation to a Postgraduate Diploma, they will normally be Awarded a General Award, without any Specialist Award Title. However, a Specialist Award will be given, where a delegate studies at least seventy percent (70%) of his or her courses in a specialist grouping. These are exemplified below:

- 1. Postgraduate Diploma in Accounting and Finance;**
- 2. Postgraduate Certificate in Accounting and Finance;**
- 3. Postgraduate Certificate in Aviation Management;**
- 4. Postgraduate Diploma in Aviation Management;**
- 5. Postgraduate Certificate in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;**
- 6. Postgraduate Diploma in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;**

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7. **Postgraduate Certificate in Business Communication;**
8. **Postgraduate Diploma in Business Communication;**
9. **Postgraduate Certificate in Corporate Governance;**
10. **Postgraduate Diploma in Corporate Governance;**
11. **Postgraduate Certificate in Costing and Budgeting;**
12. **Postgraduate Diploma in Costing and Budgeting;**
13. **Postgraduate Certificate in Client or Customer Relations;**
14. **Postgraduate Diploma in Client or Customer Relations;**
15. **Postgraduate Certificate in Engineering and Technical Skills;**
16. **Postgraduate Diploma in Engineering and Technical Skills;**
17. **Postgraduate Certificate in Events Management;**
18. **Postgraduate Diploma in Events Management;**
19. **Postgraduate Certificate in Health and Safety Management;**
20. **Postgraduate Diploma in Health and Safety Management;**
21. **Postgraduate Certificate in Health Care Management;**
22. **Postgraduate Diploma in Health Care Management;**
23. **Postgraduate Certificate in Human Resource Development;**
24. **Postgraduate Diploma in Human Resource Development;**
25. **Postgraduate Certificate in Human Resource Management;**
26. **Postgraduate Diploma in Human Resource Management;**
27. **Postgraduate Certificate in Information and Communications Technology (ICT);**
28. **Postgraduate Diploma in Information and Communications Technology (ICT);**
29. **Postgraduate Certificate in Leadership Skills;**
30. **Postgraduate Diploma in Leadership Skills;**
31. **Postgraduate Certificate in Law – International and National;**
32. **Postgraduate Diploma in Law – International and National;**
33. **Postgraduate Certificate in Logistics and Supply Chain Management;**
34. **Postgraduate Diploma in Logistics and Supply Chain Management;**

35. **Postgraduate Certificate in Management Skills;**
36. **Postgraduate Diploma in Management Skills;**
37. **Postgraduate Certificate in Maritime Studies;**
38. **Postgraduate Diploma in Maritime Studies;**
39. **Postgraduate Certificate in Oil and Gas Operation;**
40. **Postgraduate Diploma in Oil and Gas Operation;**
41. **Postgraduate Certificate in Oil and Gas Accounting;**
42. **Postgraduate Diploma in Oil and Gas Accounting;**
43. **Postgraduate Certificate in Politics and Economic Development;**
44. **Postgraduate Diploma in Politics and Economic Development;**
45. **Postgraduate Certificate in Procurement Management;**
46. **Postgraduate Diploma in Procurement Management;**
47. **Postgraduate Certificate in Project Management;**
48. **Postgraduate Diploma in Project Management;**
49. **Postgraduate Certificate in Public Administration;**
50. **Postgraduate Diploma in Public Administration;**
51. **Postgraduate Certificate in Quality Management;**
52. **Postgraduate Diploma in Quality Management;**
53. **Postgraduate Certificate in Real Estate Management;**
54. **Postgraduate Diploma in Real Estate Management;**
55. **Postgraduate Certificate in Research Methods;**
56. **Postgraduate Diploma in Research Methods;**
57. **Postgraduate Certificate in Risk Management;**
58. **Postgraduate Diploma in Risk Management;**
59. **Postgraduate Certificate in Sales and Marketing;**
60. **Postgraduate Diploma in Sales and Marketing;**
61. **Postgraduate Certificate in Travel, Tourism and International Relations;**
62. **Postgraduate Diploma in Travel, Tourism and International Relations.**

Industrial Health and Safety Management, Incorporating Oil and Gas Safety, Course, Leading to Postgraduate Certificate in Industrial Health and Safety Management, Incorporating Oil and Gas Safety, Accumulating to a Postgraduate Diploma, with 180 Additional Credit-Hours

The actual courses studied will be detailed in a student or delegate's Transcript.

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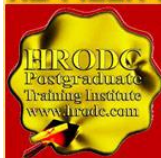
The submission of our application form or otherwise registration by of the submission of a course booking form or e-mail booking request is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

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