



SELECT
HEALTH & SAFETY

Office Awareness Training



WHO SHOULD ATTEND

- Managers
- Employees

COURSE DURATION

- ½ Day

COURSE CONTENT

- Health and Safety Legislation
- Office Hazards and Risk
- Fire
- Display Screen and Workstation Assessments
- COSHH (Control of Substances Hazardous to Health)
- Electricity
- Manual Handling

AIMS

This course outlines the hazards associated with working in an office environment and provides practical information on risk assessment and effective control measures for a safe working environment

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