

IOSH Managing Safely

This four-day course, designed by the Institution of Occupational Safety and Health (IOSH), is fast becoming the nationally recognised standard for a line management qualification in health and safety and essential for all Managers, Supervisors, Foremen, and Team Leaders in print organisations.

Who should attend?

Suitable for Managers and Supervisors or anyone with management responsibility for staff as well as those who need a clear understanding of the key elements of effective Health and Safety management and associated legislation.

What will they gain?

This four-day course provides a basic working knowledge of health and safety, to ensure compliance with legal, company standards, and best working practices.

Following the BPIF IOSH course delegates will be able to deal successfully with everyday health and safety issues, know their own limitations and when and where to go to for further information and help if required.

Included in the course:

- Safety Management Systems
- Current Legislation and its implications
- Risk Assessment And Risk Control
- Common And Specific Hazards
- Active Monitoring
- Reactive Monitoring

Delegates will also receive a copy of *'The Printer's Guide to Health and Safety.'*

At the end of the course delegates will sit an IOSH prepared and moderated theory paper and undertake a practical assignment. Successful delegates will receive an IOSH Certificate.

The course runs over five days: on three and then a further two consecutive days.



How to find out more

To arrange to speak to one of our specialists please e-mail ryan.oneal@bpif.org.uk or call on 020 7915 8322

Services Checklist

The BPIF and ViP offer a wide range of customised support services, programmes and courses for printers, designed and delivered by print industry specialists. If you would like to know more about any of these, please tick those you are interested in and fax this to Gil Reid-Robbins, Head of BPIF Business on 020 7405 7784 or call on 020 7915 8345 or email gil.reid-robbins@bpif.org.uk

SUPPORT FROM BPIF BUSINESS

Health, safety and environment

- Health & Safety Healthcheck
- Health & Safety Management Schemes
- Standards Gap Analyses & Improvement Programmes for
 - ISO 14001 (Environment)
 - OHSAS 18001 (Health & Safety)
 - FSC Chain of Custody
- Environmental Healthcheck
- Integrated Management Systems Support
- Risk Assessments
- Noise Surveys
- Occupational Health Management Schemes
- Interim Management
- Business Continuity Planning
- Environmental Briefing for Managers and Supervisors

Technical

- Technology Healthcheck
- Design and Print Unit Reviews for In-plants
- Workflow and Pre-press Reviews
- Digital Equipment Support
- Press and Post-press Investment Support
- Management Information Systems Support
- ISO 12647: Colour Management Support
- ISO 7799: Security Support
- Dispute Resolution and Expert Witnesses

Business development

- Standards Gap Analyses & Improvement Programmes for:
 - ISO 9001 (Quality)
 - PAS 75 (Customer Service)
- Cost Rates Reviews
- Financial Management
- Business Planning
- Sales Development
- Market Research and Development
- Marketing Planning and Implementation
- Interim Management and Mentoring
- Factory Layout and Planning
- Purchasing and Supply Chain Management
- Digital Equipment Business Development

BUYING AND SELLING FROM BPIF MCINNES CORPORATE

- Acquisitions and Mergers
- Grooming for Sale
- Business Valuations

LEGAL SERVICES FROM BPIF LEGAL

- Mediation

SHORT COURSES FROM BPIF BUSINESS

*Courses can be open or delivered in-house:
For a complete list of all the courses we offer visit:
www.britishprint.com/shortcourses*

Health, safety and environment

- Health & Safety for Managers and Supervisors
- Environmental Briefing for Managers
- Manual Handling
- IOSH Managing Safely
- CoSHH Assessment
- Risk Assessment Training
- Occupational Health Awareness

Technical

- Introduction to Print Processes
- Introduction to Print Technology (3 Days)
- Print Production Planning
- Introduction to Print Estimating

Business development

- Getting the Sale
- Advanced Sales Management Skills
- Digital Sales Solutions
- Sales and Marketing
- Customer Service
- The Supervisor Role

HR SUPPORT FROM BPIF

- HR Healthcheck
- HR Policy Documentation
- HR Management Schemes
- Organisational Restructuring
- HR Workshops Seminars

WORK-BASED TRAINING FROM BPIF TRAINING

- NVQs
- Apprenticeships
- Professional Certificate in Print Management
- Technical Certificate

PROCESS IMPROVEMENT FROM VIP

- Premier Snapshot (diagnostic)
- Modular Improvement Programme (10-25 staff)
- Kickstart (26-50 staff)
- Masterclass (50+ staff)
- Office and Pre-press Change Cycle
- Team Leader Training with BPIF Training
- Materials Waste Reduction

Your name _____

Job title _____

Company Name _____

Address _____

Telephone _____

E-mail _____