



Location: 706C 7th Floor IBN Battuta Gate
Office



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Email: admin@itacsafety.com

Email: hello@itacsafety.com

Course Title: Train the trainer Training

Date: July 25, 2021

Duration: 5 Days

ITAC-TRG-504-TTT

Revision No.00

COURSE OUTLINE

I. Course Objectives

This workshop will enable participants to learn and practise a range of interactive and engaging training delivery methods and develop a course outline for a piece of training they wish to deliver.

II. Learning Outcomes

After the training, the participant will be able to:

- Develop a simple course outline for a short training session
- Utilise a range of training methods to deliver a memorable training session
- Design and deliver training that will get key messages and learning points across while keeping participants interested and engaged throughout and achieving positive feedback.
- How to plan and design training that meets the needs of trainees and their employers
- How to recognise and meet the different learning styles of trainees
- The pros and cons of different training methods
- How to ensure training is interactive and participative - and not simply a presentation
- Delivering a micro training session to the rest of the group
- How to deal with challenging trainees and resistance to / concerns about training.

III. Course Content

Topics Covered Include:

- How to plan and design training that meets the needs of trainees and their employers
- How to recognise and meet the different learning styles of trainees
- The pros and cons of different training methods
- How to ensure training is interactive and participative - and not simply a presentation



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- Delivering a micro training session to the rest of the group
- How to deal with challenging trainees and resistance to / concerns about training.

V. Assessment

- Oral/Verbal/ Practical Examination

VI. Course Duration

- 5 days

VII. Certification

- Successful delegates will be issued a certificate valid for lifetime

VIII. Approval

- DM Dubai Municipality Approval

IX. Language of Teaching

- English
- Arabic
- Hindi
- Tagalog
- Malayalam
- Tamil

X. Mode of Training

- Face to Face
- On site
- Online
- Virtual

XI. Delegates

- 6-12 per batch
- 



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Course Title:	IOSH WORKING SAFELY	Date: July 25, 2021
Duration:	1 Day	ITAC-TRG-136-IOSH Revision No.00

COURSE OUTLINE

I. Course Objectives

By undertaking the IOSH Working Safely course you will learn the foundations for good working practices in the workplace – to ensure yourself and others are kept safe. This course sets the bar for those wanting to progress further in health and safety as a career.

II. Learning Outcomes

Outcomes include:

- Proper training for safe work
- Management of procedures ensuring safety.
- Better knowledge of the risks involved at your workplace

III. Course Content

Topics Covered Include:

- Introducing Working safely
- Assessing risks
- Controlling risks
- Understanding your responsibilities
- Identifying hazards
- Investigating accidents and incidents
- Measuring performance

V. Assessment

- Multiple choice exam
- Theoretical



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VI. Course Duration

- 1 day

VII. Certification

- Successful delegates will be issued a certificate valid for a lifetime

VIII. Approval

- DM Dubai Municipality Approval

IX. Language of Teaching

- English
- Arabic
- Hindi
- Tagalog
- Malayalam
- Tamil

X. Mode of Training

- Face to Face
- On site
- Online
- Virtual

XI. Delegates

- 6-12 per batch



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Course Title:	IOSH Managing Safely	Date: July 25, 2021
Duration:	3 Days	ITAC-ITRG-301-IOSH
		Revision No.00

COURSE OUTLINE

I. Course Objectives

This course provides an understanding of the requirements for health and safety approach. It will equip the participants with the knowledge to have a better in depth look with health and safety.

II. Learning Outcomes

It is designed to provide an overview on health & safety based on risk-based approach to prevent accidents in the workplace.

III. Course Content

Topics Covered Include:

- Introducing Managing safely
- Assessing risks
- Controlling risks
- Understanding your responsibilities
- Identifying hazards
- Investigating accidents and incidents
- Measuring performance
- Protecting the environment

V. Assessment

- Multiple Choice Exam
- Project Assignment



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VI. Course Duration

- 3 days

VII. Certification

- Successful delegates will be issued a valid certificate without expiration.

VIII. Approval

- DM Approved

IX. Language of Teaching

- English
- Arabic
- Hindi
- Tagalog
- Malayalam
- Tamil

X. Mode of Training

- Face to Face
- On site
- Online
- Virtual

XI. Delegates

- 6-12 per batch



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Course Title:	IMS Internal Auditor Training
Duration:	2 Days

Date: July 25, 2021

ITAC-TRG-201-IMS

Revision No.00

COURSE TITLE: IMS Internal auditor Training

DURATION: 2 DAYS

COURSE OUTLINE

I. Course Objectives

The essential objective of this course is to refresh and/or review the structure & basic requirements of ISO 9001, ISO 14001 & OHSMS 45001 & enable the company employees to plan & conduct the internal audit to improve the effectiveness of IMS (QMS, EMS & OHSMS) & add value to the organization. It also helps people to get an opportunity to update & enhance their auditing skills.

II. Learning Outcomes

After the training, the participant will be able to be aware of the ff:

- Standards which will include ISO 9001, ISO 14001, & ISO 45001
- Be able to incorporate them into developing the management systems and have knowledge for auditing.

III. Course Content

Topics Covered Include:

- Course introduction
- Introduction to ISO 9001
- Quality management principles
- Overview of structure & requirements of ISO 9001:2015
- Overview of structure & requirements of ISO 14001:2015



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- Overview of structure & requirements of OHSMS 45001:2018
- Overview of applicable EOHS legislation in the UAE
- Introduction to auditing : definition, types of audits
- Phases of audit : audit planning, audit preparation, audit performance & review, audit reporting & audit follow-up
- Auditor attributes, competence & evaluation
- Individual / Syndicate exercises, role play
- Written Examination

V. Assessment

- Oral/Verbal Examination

VI. Course Duration

- 2 days

VII. Certification

- Successful delegates will be issued a certificate without expiration.

VIII. Approval

- International Approval
- KHDA Approval

IX. Language of Teaching

- English
- Arabic
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X. Mode of Training

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XI. Delegates

- 6-12 per batch



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