

**Course Managers and Facilitators:****Mr Jan Holmegaard Hansen, OHS and Environment Specialist, Course Manager**

Mr Jan Holmegaard Hansen has 26 years of experience in consulting services and capacity development activities within Occupational Health and Safety (OHS) and Environmental Management for Governmental and private beneficiaries.

Long term postings include: Advisor to the Ministry of Labour, Employment and Youth Development, Tanzania, to the employers association (ATE), the Industrial Court and the Occupational Health and Safety Authority (OSHA) of Tanzania, Advisor for the Nepalese Ministry of Labour, Department of Labour and the National Institute of Occupational Safety and Health (NIOSH), Ministry of Industry and the labour market parties (two employer organisations and three labour unions) including facilitation of capacity development programs of staff from NIOSH and Factory Inspectors, comprehensive labour market awareness programs and strengthening of regional Labour Offices within Nepal.

Before 1999 Mr. Hansen has planned, prepared and carried out several projects on environmental management, occupational safety and health and cleaner production. He has a solid understanding of and a broad approach to the management and technical aspects in his field of specialisation. Mr. Hansen started his long professional carrier at the Danish National Institute of Occupational Safety and Health (NIOSH).

**Mr Henrik Frederiksen, OHS Specialist and Auditor**

Mr Frederiksen has 29 years of experience in the field of occupational safety and health. He is particularly experienced in the field of carrying out audits and workplace assessments in the industry and on construction sites. He is experienced in the field of training of workers, engineers and other academic staff, including training of trainers and awareness creating activities. He has been Project Manager on several projects concerning planning, design and supervision of projects regarding construction sites, industry and buildings where environmental, safety and health aspects have been important issues.

He is a trained and experienced environmental auditor. He has international experience from occupational safety and health projects in Vietnam, Belgium, Greenland, Sweden, Luxembourg, Norway, Mozambique, Zimbabwe, Lithuania, Bangladesh, Nepal, Kenya, Serbia, Namibia, India, Egypt and Tanzania.

**Ms Gitte Arnbjerg, OHS specialist**

Ms Arnbjerg has 12 years of experience in occupational health in various trades. She has particularly experience from the industrial trade and the public sector. Her primary competences are ergonomics, psychosocial working environment and implementation of workplace changes. She has substantial experience in carrying out workplace assessments, audits and carrying through solutionary measures. She often advises managers and safety organisations about preventive occupational health. She has, throughout her career, gained substantial experience in teaching and training different groups of workers.

**Ms Pia Dreyer, work psychologist**

Ms Dreyer has experience from the Danish working environment service and from her carrier in COWI. She has throughout her carrier in the field of occupational health and safety been working with the psychological working environment concerning especially work load, pressure of work and stress. During several development projects Ms Dreyer has experience with behaviour and psychological working environment in open offices. Coaching of employees is also one of Ms Dreyers qualifications.

Ms Dreyer has been working with strategic planning of implementing working environment in organizations and she has composed risk assessments in organizations concerning physical and psychological working environment.

**Ms Sonja Hagen Mikkelsen**

Ms Hagen Mikkelsen has throughout her career been working in the field of occupational health and safety, workplace assessments, toxicology, risk assessment, risk management and chemical regulation, with both industry and national and international authorities and organisations.

The assignments in the field of occupational health and safety have included training and assessment of exposures in the working environment and their health impact, preventive measures and health and safety management in different work places and also in developing countries. Ms. Hagen Mikkelsen has particular experience with workplace chemicals and related exposures.

Development and implementation of environmental management systems focusing on occupational health and safety, chemical management systems and risk management are other fields of specialisation.

**Ms Marchen V. Petersen, OHS Specialist**

Throughout her career Ms Marchen Vinding Petersen has worked with occupational safety and health as well as environmental assessments. She has gained substantial experience in review and management of working environment as well as problem solving within this field. Her experience also includes a large number of research and development projects for Danish and international authorities and institutions regarding occupational safety and health matters and life cycle assessment of products, especially related to working environment impacts from production, use and/or disposal of the products.

Danida Fellowship Programme – Private Sector Initiative

Occupational Health and Safety Training Course

25 May – 11 June, 2010



Danida Fellowship Centre



Sound working environment is on the agenda in many businesses. The motivation is often different and depends on the owner's business philosophy.

- *Do you want to develop your capacity on legal requirements and on how to deal with and meet requirements from authorities?*
- *Do you want to know how you can combine improvement of working conditions with productivity and quality?*
- *Do you want to know how you can organise the OHS work with improvements of working environment?*
- *Do you want to know more about management systems within occupational health and safety?*
- *Do you want to know the relationship between working environment and the external environment?*

If you can answer yes to some of these questions, this training course might be interesting for you.

Introduction

Efforts to reduce poverty, develop human resources and improve the working conditions of workers at all workplaces are fundamental conditions to facilitate productive and sustainable growth in developing countries. Promotion of elimination and prevention of occupational accidents, diseases and injury to health will stimulate the well being of workers and their productivity is leading to growth, development and poverty alleviation.

A tailor-made training programme for private sector stakeholders will be conducted in Denmark in order to introduce tools, methodologies and techniques to manage the triple change: be in compliance with legislation, improve working conditions at workplace level and promote higher productivity and quality at the same time within small and medium-sized companies.

Danida Fellowship Centre (DFC) has contracted COWI, a leading Danish multi-disciplinary consulting company to undertake such a training programme in the period 25 May – 11 June, 2010 at COWI's Head Quarter in Lyngby, 10 km north of the capital Copenhagen. The course can accommodate a maximum of 20 participants.



What is the course about?

The overall objectives of the training program are to develop capacity on modern Occupational Health and Safety (OHS) methods, principles and techniques for responsible OHS staff from the private sector through active participation in classroom sessions, visits to companies and meetings with Danish private sector OHS actors.

Who is the course for?

The overall beneficiaries of the training are private sector actors mostly within the SME sector. These may include:

- Business owners and entrepreneurs
- Senior management and OHS professionals
- Representatives from SME associations

Participants will benefit from systematic training in relevant aspects related to their effort to develop sound working conditions. The course also provides rich opportunities for creating a network of colleagues and counterparts in many countries of the world.

What does the course consist of?

The course comprises:

- Introductory modules
- OHS performance modules
- OHS plan
- Site audit exercise

Throughout the training course, various training methods will be applied including participatory approaches, teacher centred training, cases and best practice material and examples. The course will introduce the participants to methods, approaches and tools that participants will be asked to apply in problem-solving situations through discussions, group work and individual planning sessions in relation to the development of OHSz plans. A site audit will be conducted to make the participants familiar with theory and provide the participant an opportunity to be exposed to real Danish OHS culture.

The responsibility for developing and transferring applicable skills will be shared by the participants and trainers in a supportive learning environment.

OHS plans

All participants will have the opportunity to apply new tools and skills through the development/improvement of their own company business plan on OHS issues. The work with the OHS plans will start already before the course begins in Denmark and will be supported during the course in Denmark and upon return to the home of the participants:

- Before departing for Denmark: Participants will be asked to describe their organisation or business according to a number of set criteria related to OHS issues
- During the course period in Denmark: A number of OHS planning sessions coached by experienced facilitators will be included in the programme.
- Upon return home: Participants will be given the option to continue the dialogue with their facilitators on the actual implementation of their plans on OHS.

Certification

Upon successful completion of the course, a course certificate will be issued to each participant.

Who is managing the course?

The course will be managed by COWI. COWI is a leading Danish consultancy company with more than 6,000 employees and more than 75 years of experience in consulting services worldwide. For more information see COWI's webpage at www.cowi.com.

COWI has considerable experience within OHS from several international assignments and from conduction of previous DFC training programs on the same subject. Furthermore, COWI has proven experience in the development and implementation of targeted training courses for a variety of professionals.

How to apply for the course?

Application for the course must follow the procedures stipulated in the "Guidelines for Danida Fellowships". The guidelines as well as the fellowship form are available at the local Danish Embassy or they can be downloaded at DFC's webpage www.dfcentre.com. The fellowship form is to be filled in by the applicant, and endorsed by the Danida

Course Modules

A 3-weeks training program will include the following training topics:

- OHS legal requirements, standards and guidelines (International, Regional and National)
- OHS Management System
- OHS Prevention and Control Measures
- OHS, Higher Productivity and relation to the external environment (Cleaner Production)
- OHS Impacts and impact specific prevention
- Control, Assessment and Supervision of OHS

programme/project and the Embassy Desk Officer in order to ensure that the training is within the framework of national sector plans for capacity development. The Embassy will forward the application forms to DFC.

Deadline for submitting the forms to the Embassy is 19 March, 2010.

Selection of candidates for the course will be carried out by DFC and COWI based on incoming applications. Participants from Danida business sector programmes such as B2B, PPP and/or BSPS programmes will be given first priority.

Funding

The course participation is fully funded (travel, accommodation, study fee, allowance, insurances) through Danida Fellowship Programme's Private Sector Initiative.

Where to get further information?

DFC is responsible for the educational, administrative and practical aspects of the training in Denmark. Further information is available at DFC's webpage www.dfcentre.com.

For questions related to course contents, please contact:

COWI

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