



Occupational Safety and Health Coordinator

9.00AM - 5.00PM

In general, the workplace continuously suffers from accidents, work related occupational disease and poisoning. This problem worsens when the workplace lack of expertise in OSH. In response to this, the government through the OSH Act 1994 has mandated each workplace with five staffs and above to appoint a trained OSH Coordinator. The role of the OSH Coordinator is to assist employer to ensure Safety and Health at the workplace. The OSH Coordinator is a critical position that facilitates OSH organisation and arrangement and OSH legal compliance at the workplace. By having the OSH-Coordinator, it is hope that the OSH performance at the workplace can be maintained and workers are protected from any hazard exposure. This program adapts theoretical and practical learning sessions to equip the participants with the necessary knowledge and skills to be the Trained OSH Coordinator.

LEARNING OBJECTIVES

By the end of the session, the participants will be able to :

- Explain the purpose, objectives and importance of OSH-Coordinator in an organization.
- Perform duties as OSH-Coordinator in an organization.
- Understand the requirements of OSHA 1994.
- Understand cost effective OSH improvements.
- Manage and maintain OSH documents

COURSE REGISTRATION

25, 26 & 27 Nov. 2025
at MEF Kota Kinabalu, Sabah
<https://forms.office.com/r/i33rEED3Lm>



2, 3 & 4 Dec. 2025
at MEF Ayer Keroh, Melaka
<https://forms.office.com/r/4xKYdm4TyZ>



15, 16 & 17 Dec 2025
at MEF Petaling Jaya, Selangor
<https://forms.office.com/r/z8ia2xsFwV>



16, 17 & 18 Dec. 2025
at MEF Kuching, Sarawak
<https://forms.office.com/r/sQ6SJ7LDuQ>



WHO SHOULD ATTEND

Individual appointed as the organisation / company's OSH Coordinator as stipulated under Section 29A of the OSH Act 1994.

RM850*

(Price Inclusive of 8% SST)

*Course fee claimable under HRDC.



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COURSE STRUCTURE

DAY 1

Topic 1: Challenges and realities in the workplace

Topic 2: Introduction to the Department of Occupational Safety and Health & The Occupational Safety and Health Act 1994 (Akta Keselamatan dan Kesihatan Pekerjaan (AKKP) 1994)

Topic 3: Basic management of OSH in the workplace

Topic 4: Chemical Management

Topic 5: Introduction to Occupational Disease

DAY 2

Topic 6: Introduction to Work-Related Road Safety (WRRS)

Topic 7: Hazard Identification, Risk Assessment and Risk Control (HIRARC) - Theory

Topic 7.1: Hazard Identification, Risk Assessment and Risk Control (HIRARC) - Practical session

DAY 3

Topic 8: Material Storage and Handling

Topic 9: Workstation Design and Lighting

Topic 10: Productive Machine Safety

Topic 11: Premises and Work-Related Welfare Facilities

TRAINER PROFILE



Mr Anis Fahmy bin Pauzi, A master's of science degree holder in OSH management awarded by Universiti Utara Malaysia. He started his career with NIOSH Malaysia in 1998. His job description includes training, audits, consultancy for industries, private sectors and government agencies. In 2003 he joined Malaysian Employers Federation as an Associate Consultants- OSH and was entrusted to advice member companies of the Federation on OSH legal compliance. His main function includes representing MEF in various technical committee in the Industrial Safety Standard Committee, Department of Standard Malaysia. For the last 22 years he is a member of the technical committee for safety of machinery and technical committee for ergonomics and technical committee occupational setting. He was involved in various publication such as Guidelines on Occupational Safety and Health Act 1994 – published by the DOSH, “Garis panduan Keselamatan dan Kesihatan Pekerjaan” – Ministry of Health, Malaysian Standard on Occupational Health and Safety Management Systems ISO 45000 and various industrial standard related to OSH.



Mr Jerson Jerome, OSH Consultant at MEF, is an HRDC Accredited, NIOSH-certified trainer and a DOSH-registered Safety and Health Officer (OYK-SHO). He has made significant contributions across multiple industries, including manufacturing, forest operations, and palm oil plantations. Jerson's expertise is demonstrated through his leadership in crucial safety initiatives, such as the SOHELP program, where he effectively implemented safety measures across three mills, and his contribution to the SOLVE4SME program, which aimed to improve safety standards in small and medium enterprises.

His dedication to enhancing safety in the forestry sector led him to develop the Train-The-Trainer module specifically tailored for forestry operations in Sarawak, ensuring that industry professionals are well-equipped with the knowledge and skills necessary for maintaining high safety standards. Jerson's influence extends beyond industry practice; he actively bridges the gap between academia and industry as a member of the Industry Advisory Board for the Bachelor of Science (Health, Safety, and Environment) program at Curtin University Malaysia. Currently he serve MEF by providing advisory services to MEF members in OSH legal requirement and best practices.

