



# Coordinating the Implementation of COVID-19 Safe Management Measures Plan (SMMP) for Safe Management Officer

## **Synopsis**

This workshop will allow participants to coordinate smooth implementation of the Safe Management Measures Implementation Plan (SMMIP) in their workplaces with the necessary resources. Participants will learn to understand the workplace risk assessment for COVID-19 situation. They will also learn to coordinate the implementation of the Safe Management Measures Implementation Plan (SMMIP) in their workplaces aligned to the tripartite partners' – the Ministry of Manpower (MOM), the National Trades Union Congress (NTUC) and the Singapore National Employers Federation (SNEF) Advisories.

## **Learning Outcome**

Upon completion, the participants will be able to understand the relevant roles and responsibilities towards managing the COVID-19 risks in the workplace. In addition, they will also be able to implement a monitoring plan to monitor compliance with Safe Management Measurements within their respective workplace.

## **Key scope of coverage**

1. Introduction COVID-19
2. COVID-19 hazards and risks
3. Control Measures to mitigate the COVID-19 risks
4. Coordinating the implementation of SMM Plan
5. Safe Management Measures (SMM) Checklist
6. Core duties of the Safe Management Officer (SMO)
7. COVID-19 SMM Communication with a Plan
8. Sharing of Industry Good Practices

## **Who should attend**

For appointed SMO who wants to implement a monitoring plan to monitor compliance with Safe Management Measurements within their respective workplace (less Construction industry)

## **Details**

### **Dates:**

- |                                 |                                 |
|---------------------------------|---------------------------------|
| 1) 30 Sep 2020, 9.00am – 1.00pm | 2) 15 Oct 2020, 2.00pm – 6.00pm |
| 3) 28 Oct 2020, 9.00am – 1.00pm | 4) 10 Nov 2020, 9.00am – 1.00pm |
| 5) 27 Nov 2020, 2.00pm – 6.00pm |                                 |

(Registration start 30 minutes prior to start time)

**Mode of delivery:** Virtual Learning via Zoom

**SISO Member:** S\$53.50\*

**Others:** S\$85.60\*

\*Fees include GST and e-training materials

### **\*Funding Information for NTUC members:**

NTUC members enjoy 50% unfunded course fee support for up to \$250 each year when you sign up for courses supported under UTAP (Union Training Assistance Programme). [Terms and conditions apply.](#)

**For more information and registration:**

**Website:** [www.siso.edu.sg](http://www.siso.edu.sg)

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