



# SISO ACADEMY PTE LTD

## WSQ ADVANCED CERTIFICATE IN WORKPLACE SAFETY AND HEALTH

Up to 90% in advance for Singapore Citizen age 40 and above upon completion of training and company may claim up to 90% of SDF funding.

SISO Academy Pte Ltd is a registered Private Education Institution under the provisions and regulations of the Private Education Act 2009 in Singapore.

### Course Objective

Participants of this course will gain the knowledge and skills for fulfilling the role of a coordinator and supervisor in accordance with the WSH level B competency-based training programme. Upon completion of this course, learners will:

- Able to recognise common hazards at workplaces
- Able to participate in WSH risk assessment
- Able to recognise WSH risk control measures
- Able to recognise the relevant legal and other requirements applicable to the organisation
- Able to coordinate the implementation of system management systems elements
- Able to understand WSH culture, human errors and assist management in the promotion of WSH culture

### Contents

1. Administer WSH Policy
2. Identify WSH Hazards and Implement Control Measures
3. Coordinate WSH Management System with Legal Compliance
4. Coordinate Implementation of Emergency Preparedness and Response Plans
5. Promote WSH Culture Development
6. Facilitate Effective Communication and Engagement at the Workplace
7. Supervise WSH in Manufacturing Industry
8. Investigate and Report WSH Incidents
9. Measure, Monitor and Report WSH
10. Solve Problems and Make Decisions at Supervisory Level

### WHO should attend?

An individual who intend to work as WSH coordinators or supervisors under the WSH ACT, work in a workplace safety and health environment, employers, interested in implementing WSH programmes or in WSH Careers.

### Certification

All participants will be awarded with Advanced Certificate in WSH upon meeting 75% of the required course attendance for each module and assessed to be competent.

### Assessment mode

Each module will be assessed individually upon completion of per competency unit through a combination of written assignments, case studies, oral interviews or written projects. All participants must achieve at least 75% physical attendance per module to be eligible for the assessment.

For more information, please contact 67775185 or

Email: [registration@siso.org.sg](mailto:registration@siso.org.sg)

CPE Registration No. 201612290Z  
Validity 21/3/2021 to 20/3/2025

### Entry Requirements

All Applicants must possess **ALL** following minimum qualifications in order to enrol in the course:

- Possess Employability Skills System (ESS) Workplace Literacy OR GCE "N" Level English grade 5 **AND**
- Possess ES Workplace Numeracy Level 5 **OR** GCE "N" Level Maths grade 5

#### **OR**

- A recognised diploma **OR** degree

#### **AND**

- Successfully completed and obtained a WSQ – Certificate in WSH

#### **OR**

- 2 years of working experience in WSH

### Assessment mode:

Each CU will be assessed individually upon completion of per competency unit through a combination of written assignments, case studies, oral interviews or written projects. All participants must achieve at least 75% physical attendance per module to be eligible for the assessment.

<b>Intake:</b>	<b>Quarterly</b>
<b>Duration:</b>	<b>6 months</b>
<b>Frequency:</b>	<b>Mondays and Wednesday / Tuesday and Thursday (6.30pm to 10.30pm) Occasionally Saturday (9am to 6pm)</b>
<b>Venue:</b>	<b>167 Jalan Bukit Merah Tower 4, #02-16 Singapore 150167</b>

### Fee:

<b>Full course fees for SISO Member:</b>	<b>S\$2,407.50#</b>
Net price for Singapore Citizens / Permanent Residents age between 21 and 39	<b>S\$1,282.50#</b>
Net price after Mid-career enhancement scheme (applicable for Singaporean age 40&above)	<b>S\$832.50#</b>

<b>Full course fees for Non- SISO Member:</b>	<b>S\$2,889.00#</b>
Net price for Singapore Citizens / Permanent Residents age between 21 and 39	<b>S\$1,539.00#</b>
Net price after Mid-career enhancement scheme: (applicable for Singaporean age 40&above)	<b>S\$999.00#</b>

### #Fee with GST

#### \*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.](#)

All interested participants are to send in all documents as stated below:

- **Completed Application form**
- **1 copy of NRIC/passport/Employment Pass**
- **Copies of all academic certificate or any certificate of proficiency**
- **Company stamp is required for all sponsored participants.**

# APPLICATION FORM FOR WSQ ADVANCED CERTIFICATE IN WORKPLACE SAFETY AND HEALTH

Please: a) Use block letters b) Write legibly c) (Please tick ✓ and cancel where applicable)

## PART A: PERSONAL PARTICULARS \* Delete accordingly

NRIC / FIN No\*: \_\_\_\_\_ (Pink/Blue) \*

Gender: Male / Female\*

Name (as in NRIC) Mr/ Ms / Mdm\*: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ (DD MM YYYY)

Nationality: \_\_\_\_\_ Race: \_\_\_\_\_

Age: \_\_\_\_\_ SISO membership No: \_\_\_\_\_

Home Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Designation: \_\_\_\_\_

Salary range (Eg: S\$2, 000 - S\$3, 000): \_\_\_\_\_

Home Nos: \_\_\_\_\_ (HP): \_\_\_\_\_

Email: \_\_\_\_\_

Highest Education Qualification: 'O' Level/'N' Level/ Others\*,  
pls specify \_\_\_\_\_

In case of emergency, Contact Person: \_\_\_\_\_

(O) \_\_\_\_\_ (HP) \_\_\_\_\_

## PART B: CURRENT EMPLOYMENT DETAILS

Name of Company: \_\_\_\_\_

Company Industry: \_\_\_\_\_

Company Address: \_\_\_\_\_

Name of HR Director / Manager: \_\_\_\_\_

Contact No: \_\_\_\_\_ (Fax) \_\_\_\_\_

Email: \_\_\_\_\_

## PART C: PAYMENT MODE (Please tick ✓ where applicable)

Fee: S\$ 2,889.00 / S\$ 2,407.50 (Full Course Fee#)  
S\$ 1,539.00 / S\$ 1,282.50 (Applicable for Singaporean age between 21 and 39, or Singapore Permanent Resident#)  
S\$ 999.00 / 832.50 (Applicable for Mid-career Enhancement scheme for Singaporean age 40 and above#)  
(#Fee with GST)

### By Cheque

Bank/Chq #: \_\_\_\_\_

Total course fee S\$: \_\_\_\_\_

Cheque must be crossed and made payable to "SISO Academy Pte Ltd".

### By Cash

Total course fee S\$: \_\_\_\_\_

You can drop by the SISO Academy Pte Ltd office to make cash payment between 9.30 am – 5.30 pm on weekdays.

## PART D: APPLICANT DECLARATION

*\*I/We hereby declare all information given in this application are true and correct and understand that misrepresentation or omission is sufficient grounds for rejection of the application or withdrawal of any place which may be offered and that this withdrawal may take place at any stage during the course.*

*\*I/We, (\*participant/sponsoring company) agree and undertake to pay SSG the course fee grant in full if (\*I/the participant) failed to satisfy or comply with the terms and conditions of the WSQ course or withdrawal upon confirmation and/or, for whatever reasons that SSG does not pay to SISO Academy Pte Ltd the subsidy.*

*SSG reserves the right to claim back up to 90%\* of the course fee from the participant/sponsoring company in the event if the participant fails to achieve 75% attendance or pass the course or that the application for subsidy is not successful for any of the reason.*

*In the event that SSG or SISO Academy Pte Ltd terminates the subsidy or recalls the subsidized amount or part thereof before, during or after the completion of the course, the participant or sponsoring company shall forthwith pay the course fee or unpaid balance or/and other subsidy disbursed under the scheme.*

*\*whichever is applicable*

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Company stamp: \_\_\_\_\_

(For sponsoring company only)