



# SISO ACADEMY PTE LTD

## WSQ SPECIALIST DIPLOMA IN WORKPLACE SAFETY & HEALTH

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

This competency-based diploma programme aims to train the course participants who have relevant experience or qualifications with in-depth knowledge in WSH professions. Upon completion of this programme, you may seek for employment in WSH career as WSH professionals, Advisors, managers or Specialists.

### Contents

1. Compose Technical Report
2. Establish WSH policy and Advise on WSH Legal Compliance Issues
3. Identify WSH Hazards & Assess WSH Risks
4. Recommend WSH Control Measures
5. Manage WSH Risks
6. Manage WSH in Construction industry
7. Lead Workplace Communications and Engagement
8. Plan, Prepare & Deliver Presentations
9. Design & Implement Behavioural Safety Program
10. Develop a WSH Culture
11. Establish & Review Emergency Preparedness & Response Plan
12. Establish and Manage WSH Incident and Accident Investigation and Analysis Processes
13. Establish Measurement & Monitoring of WSH Performance
14. Manage Internal WSH Audit System
15. Develop a Business Case for WSH
16. Develop a WSH Management System

### Certification

All participants will be awarded WSQ Specialist Diploma 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 closed-book written assignments, Case studies, Oral interviews, Role-plays 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:

- A recognised Technology/Science-related / Engineering diploma **OR** degree;

**AND**

- At least 2 years of WSH relevant working experience

**OR**

- Possess ES Workplace Literacy Level 6 OR GCE "O" Level English grade C6;

**AND**

- Possess ES Workplace Numeracy Level 6 or GCE "O" Level Maths grade C6, OR Mathematics bridging course;

**AND**

- Possess GCE "O" Level Science (Physics) grade C6, OR Physics bridging course;

**AND**

- 5 years of WSH related experience

**OR**

- Possess WSH skills and knowledge equivalent to that of Advanced Certificate in WSH;

**AND**

- At least 2 years of **post-qualification** (Upon completion of Advanced Certificate in WSH) with working experience as WSH supervisor, coordinator or similar occupational role

**Intake:**

**Quarterly**

**Duration:**

**10 Months**

**Frequency:**

**Tuesdays and Thursdays/  
Mondays and Wednesdays  
(6.30pm to 10.30pm) and  
Occasional Saturday  
(10.00am to 3.00pm)**

**Venue:**

**167 Jalan Bukit Merah  
Tower 4, #02-16  
Singapore 150167**

**Fee:**

**-\$ 7,357.30 (Full Course Fee#)  
-\$ 3,919.30 (Applicable for Singaporean age between  
21 and 39, or Singapore Permanent Resident#)  
-\$ 2,544.10 (Applicable for Mid-career Enhancement  
scheme for Singaporean age 40 and above#)**

**# Fee with GST**

Note: Shorter duration of 7 Months available for intakes running three times per week.

**\*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 SPECIALIST DIPLOMA IN**

## **WORKPLACE SAFETY & 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\$ 7,357.30 (Full Course Fee#)  
-S\$ 3,919.30 (Applicable for Singaporean age between 21 and 39, or  
Singapore Permanent Resident#)  
-S\$ 2,544.10 (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)