



# Programme Overview

**Safety, Health and Environment Technician**

**Level 3**

**“Safety doesn’t happen by accident” -  
Reynolds Training Services**



## Standard for safety, health and environment technician

The SHE Technician will be able to work in organisations of varying size and industry; the role could be based in one location or may involve travel across a range of contracts. The role will be partly office based and partly at the work front providing advice to others on how to work without harming themselves or others. The Technician will work with the management and delivery team of the organisation to advise on the statutory health, safety and environmental requirements as they affect the company's operations. They will assist the management team in ensuring that the legal and company SHE requirements are implemented. On a daily basis the SHE Technician will assist to develop, review and check on the implementation of safe systems of work, deliver training (e.g. toolbox talks & inductions), investigate incidents, analyse data and present findings to the management team.

### How much does the course cost?

This course costs £5,000 which is paid for by the company. It is therefore of real benefit to you as an employee and to us as your employer. You have the opportunity to complete this course for free! All we ask is that you are committed to the work required for the course and dedicate yourself to your learning programme

### What will I be learning as part of the standard?

#### Knowledge

##### The apprentice will know:

- The moral reasons for good safety, health and environmental working practices, ensuring no harm to people or the environment
- The statutory health, safety and environmental legislation and sources of associated guidance and information applicable to their working environment. E.g. Health and Safety at Work etc. Act 1974, Management at Work Regulations 1999, Environmental Protection Act 1990, Environment Act 1995.
- How a SHE Management system works, the range of standards which a typical HSE professional would be involved with e.g. OHSAS 18001, ISO 45001, ISO 14001 and if applicable how these are applied in their working environment.
- Appropriate methods for identifying, evaluating and controlling hazards relevant to their workplace. E.g. 5 steps to Risk Assessment and involving people who are experienced in the activity.
- The range of work activities in a given situation and identify how to prioritise and scope out the hazards with the potential to cause harm and/or loss.
- The difference between occupational hygiene, health surveillance and health and wellbeing campaigns and methods for implementing these in the workplace.

- How to plan and have systems in place to manage change during an activity relevant to the working environment.
- How people think and why they make decisions which can lead to risk, how behaviours can be used, the components of a behavioural program and potential blockers to the successful implementation of a behavioural programme.

## Skills

### The SHE technician will be able to:

- Present and hold an audience's attention, for example when delivering SHE training, toolbox talks, inductions or presenting data or investigation findings to the workforce or management team. Show they can sell the SHE message, have personal impact, deal with challenge, reflect on personal performance, use appropriate language for the audience.
- Assist the management team in the development, management, implementation and monitoring of the Safety, Health and Environmental Management System by updating systems in line with changes in legislation or best practice, delivering training, coaching operational teams and undertaking workplace inspections.
- Provide advice on the practical implementation of the company's SHE policies and processes applying generic industry guidance into the context of the workplace.
- Support the practical application of the workplace instructions and suppliers' or manufacturers' instructions for the safe use of equipment, materials and products
- Support and assist in the implementation of SHE inspections and monitoring systems demonstrating the balance between enforcement and internal support.
- Assist the management team in establishing, managing and maintaining relationships with external stakeholders such as local authorities, Health and Safety Executive, Environment Agency, Occupational Health, Occupational Hygienists and others as required and directed.

## Behaviours

### The SHE technician will show how they:

- Communicate effectively: Be able to contribute effectively in both spoken and written styles, adapting to the audience to present information or training in an assertive, engaging way.
- Work effectively in a team: Be able to work with others (colleagues, suppliers, clients and the public) and lead by example in a collaborative and non- confrontational way. Be able to adjust to change in relation to the requirements of the organisation.
- Contribute to a positive SHE culture. Challenge behaviour that is inconsistent with SHE culture, respect the culture and values of others in contributing a positive SHE culture. Positively influence behaviour in others to achieve desired outcomes and resolve conflicts.
- Use their Professional Judgement: Be able to work within own level of competence, know when to seek advice from others.
- Apply the code of ethics: Work within rules and regulations of professional competence and code of conduct as defined by a professional institution. Be able to resist pressures to allow others to utilise unsafe working practices.
- Commit to equality and diversity: Apply attributes of equality and diversity to meet the requirements of fairness at work.
- Continue their professional development: Identify own development needs and take action to meet those needs. Use own knowledge and expertise to help others when requested.

### How will I achieve the standard?

You will participate in four elements of “End Point Assessment” and achieve a minimum 50% for each component.

Assessment Method	Area Assessed	Assessed By
Knowledge exam	Knowledge of core standard tested using multiple choice and open answer questions	Apprentice end-point assessment organisation
Work Project Report and presentation of this	Demonstration of skills and behaviours through presentation/ question and answer session on set work project relevant to the job role.	Apprentice end-point assessment organisation
Professional Discussion	Based on the portfolio, the discussion will cover skills and behaviours that have been applied and can be evidenced across the standards.	Apprentice end-point assessment organisation

### How long will it take?

The standard takes 24 months with an integrated approach to the assessment of knowledge, skills and behaviours

We will cover the breadth and depth of the standard using on-programme assessment methods that integrate knowledge, skills and behavior components, and which ensure that you are sufficiently prepared to undertake your End Point Assessment.

### Qualifications

Upon completion learners will be able to join the Institution of Occupational Safety and Health (IOSH) at TechIOSH level. They will also be eligible to join the Institute of Environmental Management and Assessment (IEMA) at Affiliate level.

Penshaw View become the best you...