

ID	3085
Curricular Unit	Prevention Management
Regent	Rui Bettencourt Melo

Learning Outcomes

This course intends to:

- Include the management of Occupational Safety and Health (OSH) within the organizational management and present the framework of the National and European legislation;
- Characterize the models of organization and operation of OSH services;
- Define the principles underlying the OSH management function;
- Describe the main requirements for implementing an OSH management system, as well as its basic structure;
- Provide means for assessing the performance of any organization in terms of OSH.

Syllabus	<ol style="list-style-type: none"> 1. Central Concepts of Prevention <ol style="list-style-type: none"> 1.1. Work accident 1.2. Occupational disease and related concepts 1.3. Hazard and risk factor 1.4. Risk 1.5. Risk control 1.6. Prevention 1.7. Protection 2. Legal framework of OSH management <ol style="list-style-type: none"> 2.1. Fundamental legal notions 2.2. Framework directive and Law no. 3/2014, of January 28 2.3. Prevention national/international network organizations 3. Risk management as a central element of the prevention management system <ol style="list-style-type: none"> 3.1. ISO 31000 series 3.2. Risk assessment <ol style="list-style-type: none"> 3.2.1. Risk analysis 3.2.2. Risk evaluation 3.3. Risk control and underlying principles 3.4. Ergonomics as an asset in risk management 4. Prevention management <ol style="list-style-type: none"> 4.1. OSH and the strategic domains of the organization 4.2. The economic dimension of OSH and Law no. 98/2009, of September 4 4.3. OSH services organization and Law no. 3/2014, of January 28 4.4. OSH human resources and Law no. 3/2014, of January 28 4.5. The OSH management system <ol style="list-style-type: none"> 4.5.1. Reasons for the implementation 4.5.2. Expectable difficulties during the implementation 4.5.3. Types of systems 4.5.4. Implemented standards (OSHAS 18001/NP 4397 and ISO 45001) 4.5.5. High-level structure 4.5.6. New requirements and changed requirements 4.5.7. OSH audits and NP EN ISO 19011:2012 4.6. OSH performance indicators
Evaluation	<ol style="list-style-type: none"> 1. Continuous process <ol style="list-style-type: none"> i) students are required to do a group assignment within the OSHMS framework; ii) a written test is also mandatory, and a minimum grade of 8.5 is required; iii) the final grade is computed with those obtained in i) and ii), with weights of 40% and 60%, respectively; iv) an optional oral test may be requested by students in order to increase the final grade (to ensure access to this test a minimum of 9.5 is required). 2. Final examination <ol style="list-style-type: none"> i) a written exam, covering all topics from the syllabus, is mandatory and a minimum grade of 9.5 is required; ii) an optional oral exam may be requested by students in order to improve the final grade (to ensure access to this exam a minimum of 9.5 is required).

Bibliography

- AVEN, T. (2008), Risk Analysis - Assessing Uncertainties Beyond Expected Values and Probabilities, West Sussex: John Wiley & Sons.
- GLENDON, A. I., CLARKE, S. G. (2017), Human Safety and Risk Management: A Psychological Perspective, 3rd edition, Boca Raton: CRC Press.
- GUSTIN, J.F. (2008), Safety Management: a guide for facility managers, 2nd edition, Lilburn: The Fairmont Press, Inc.
- HARMS-RINGDAHL, L. (2013), Guide to Safety Analysis for Accident Prevention, Stockholm: IRS Riskhantering AB.
- IPQ (2008), NP 4397-2008: Sistemas de gestão de segurança e saúde do trabalho - Requisitos. Caparica: Instituto Português da Qualidade.
- IPQ (2012), NP ISO 31000-2012: Gestão de riscos - Princípios e linhas de orientação. Caparica: Instituto Português da Qualidade.
- IPQ (2012), NP EN ISO 19011: 2012 - Linhas de orientação para auditorias a sistemas de gestão (ISO 19011:2011). Caparica: Instituto Português da Qualidade.
- ISO (2017), ISO FDIS 45001: 2017 - Occupational health and safety management systems - Requirements with guidance for use. Geneva: International Standard Organization.
- KJELLÉN, U. (2000), Prevention of accidents through experience feedback. Boca Raton: CRC Press.
- MIGUEL, A.S.S.R. (2014), Manual de higiene e segurança do trabalho, 13ª Edição, Porto: Porto Editora.
- OIT. (2002), Sistemas de gestão da segurança no trabalho: directrizes práticas da OIT (M. Barroso, Trad. 1ª ed.). Lisboa: IDICT - Instituto de Desenvolvimento e Inspeção das Condições de Trabalho.
- PINTO, A. (2017), Sistemas de Gestão da Segurança e Saúde no Trabalho, 3ª Edição, Lisboa, Edições Sílabo.
- REESE, C.D. (2015). Occupational Health and Safety Management: A Practical Approach. 3rd Edition, Boca Raton: CRC Press.
- ROXO, M. (2003). Segurança e saúde do trabalho: Avaliação e controlo de riscos. Coimbra: Almedina.
- TAYLOR, G., EASTER, K. and HEGNEY, R. (2004), Enhancing occupational safety and health, Oxford: Elsevier Butterworth-Heinemann.
- VOSE, D. (2008), Risk analysis: A quantitative guide, 3rd Edition, Chichester: John Wiley & Sons.