

CHEMWATCH



CHEMWATCH TRAINING

COURSE IN CHEMICALS MANAGEMENT COURSE GUIDE

11366NAT



CONTENTS

About Training at Chemwatch!	3
Why Train in This Course?	4
About Course Competency	5
Course Description	6
Competency	7
Statement of Attainment	7
Pricing Structure	8
Payment Options	8
Learner Plan and Delivery Method	9
Computing & IT Requirements	10
Contacts in Australia	11

ABOUT TRAINING AT CHEMWATCH!

Chemwatch is proud to present our accredited **Course in Chemicals Management**.

As a Registered Training Organisation, Chemwatch is well-equipped to provide workplace learning for organisations or businesses. The course uses the chemicals management cycle of change framework to teach learners about the fundamentals of chemicals management.

Furthermore, this course provides learners who regularly work with or are exposed to hazardous chemicals, an increased knowledge and understanding of the following topics:

- Management of chemical hazards and risks
- Integrating chemicals management at the workplace
- Chemical Safety Data Sheets (SDS) and labelling
- Chemical handling and use and storage
- Personal Protective Equipment (PPE)
- Transport requirements
- Hazardous waste management

Learners will gain an understanding of chemicals management change readiness, the basic steps in building a chemicals management system, the purpose and importance of maintaining a hazardous chemical register, and how to manage chemical hazards and risks while instituting appropriate controls.

The course does not require any prerequisite units and upon completion, learners will be provided with a statement of attainment for the units completed. The course will be offered as an online self-paced training course.

WHY TRAIN IN THIS COURSE?

The **Course in Chemicals Management** has gained accreditation through ASQA and therefore recognised as meeting an established industry and educational need for the course. This course can serve as best practice for managing chemicals aimed at individuals either entering the chemical industry or currently working with hazardous chemicals within an organisation or business. The course provides learners with the knowledge to work competently with hazardous chemicals and provides practical skills for handling and using chemicals safely.

After completion of this course, learners will be able to adhere to basic fundamentals of chemical safety rules and principles in the management of chemicals at the workplace.

The course is accredited in Australia, however anyone in the world can complete it through our online learning management system. Much of the content is applicable globally, and the course provides insight into international regulatory approaches and recognised best practice in chemicals management. Learners should still consult their local regulator for requirements that apply in their jurisdiction.

The course draws on widely adopted frameworks, including the Globally Harmonized System of Classification and Labelling of Chemicals (**GHS**) and the dangerous goods (**HAZMAT**) classification system, both of which support consistent understanding and application of chemical safety principles across different regions.

ABOUT COURSE COMPETENCY

Chemwatch is ISO9001 certified and a Registered Training Organisation (RTO Code 40617). In addition, Chemwatch provides non accredited training in a range of chemicals management software programs geared towards assisting the chemical industry with database management.

What is Chemicals Management?

Chemical management is a systematic approach to reduce the risk associated with chemical hazards throughout the chemical life cycle.

By the end of this course, the learner will learn the following:

- The chemicals management process and the assessment of risks
- How to analyse causes, control measures, safe storage of hazardous chemicals
- How to manage hazardous chemical waste

COURSE DESCRIPTION

Course Objectives

To complete the “Course in Chemicals Management”, the learner must complete 4 core units. A Statement of Attainment will be issued upon successful completion of the course.

UNIT CODE	UNIT TITLE	PREREQUISITES	SUGGESTED STUDY HOURS
<u>CORE UNITS</u>			
BSBWHS431	DEVELOP PROCESSES AND PROCEDURES FOR CONTROLLING HAZARDOUS CHEMICALS IN THE WORKPLACE	NIL	50
BSBWHS531	IMPLEMENT AND EVALUATE SYSTEM OF WORK FOR MANAGING HAZARDOUS CHEMICALS	NIL	40
BSBWHS308	PARTICIPATE IN WHS HAZARD IDENTIFICATION, RISK ASSESSMENT AND RISK CONTROL	NIL	50
NAT11366001	MANAGE HAZARDOUS CHEMICAL WASTE WITHIN A WORKPLACE	NIL	25
<u>TOTAL STUDY HOURS UP TO:</u>			165

Individual Study times for each learner will vary according to their existing experience, knowledge and skills in this area.

Prerequisites

None required.

COMPETENCY

The assessment rules of evidence for competency will be used to support the assessment methods to demonstrate competence.

Successful completion of this course will require learners to engage in unsupervised activities including:

- Completing written assignments
- Completing self-study to revise and reinforce areas of knowledge
- Workplace practice/application of skills and knowledge acquired through role plays and workplace simulations.
- Conducting research to gain up to date industry information
- Reviewing organisational policies and procedures

The time required to undertake these activities will vary between learners based on their experience. On average, the unsupervised activities listed above will equate to no more than **50 hours**.

STATEMENT OF ATTAINMENT

Successful learners who have reviewed the course content and submitted a learner workbook that is deemed competent will be issued a soft copy Statement of Attainment by email for the four core units listed in the previous section. The quizzes included in the online content are not graded and do not contribute to the final learner result.

PRICING STRUCTURE

The online course pricing will vary depending on the number of learners. The pricing is structured for individual learners or grouped learners to enable organisations and businesses to choose a cost-effective learning strategy to meet their training needs.

Payment Options

Payments are generally processed by the Chemwatch Accounts Department when organisations or individuals request payment by invoice.

Individual learners can also pay directly through our online application form using a credit card.

Due to the immediate availability of all course content upon enrolment, **refunds are not available to learners once they are enrolled in the course.** For more information, please refer to the *Fees, Charges and Refund Policy* in the Learner Handbook.

LEARNER PLAN AND DELIVERY METHOD

The online course is structured into three online training modules with assessment tasks to be completed. Chemwatch provides learners with a 6 month period for full completion of the online course and assessment tasks. Any additional extension to this 6 month timeline may incur an administration fee of AUD\$49 for an additional 2 months.

Prospective learners will be required to complete an application form, an enrolment form and, if an Australian resident, provide their USI (Unique Student Identifier).

The course is delivered through our web based Learning Management System (LMS). Upon enrolment, learners will receive an email with a unique LMS login that provides access to all course materials, including the eLearning content, learner guide, assessment quizzes, practical workbooks and other supplementary resources needed to complete the course.

Help is readily available by contacting the Student Administrator at learning@chemwatch.net.



COMPUTING & IT REQUIREMENTS

Software: The software requirements include Microsoft Office 2010 or equivalent, Adobe Reader XI or equivalent, and a stable internet connection. The recommended web browsers are the latest versions of Edge, Firefox, Safari or Google Chrome. For the best viewing experience in LMS eLearning mode, set the screen resolution of your desktop to a minimum of 1024 x 768.

Hardware: A desktop PC or laptop can be used to complete the course. The LMS is compatible with Windows 7 or higher, as well as MacOS version 10.5 or higher.

Audio Connectivity: The course contains audio narration in each module slide. Learners will need headphones or earphones to listen to the narration throughout the course. The quizzes do not require audio; however, the narration will guide learners through course topics and multiple choice questions.

Navigation

The LMS includes navigation tools such as play and pause, a menu, progress bar, mute function, playback speed controls, and a maximise screen option.

CONTACTS IN AUSTRALIA

Course Administrator

E: learning@chemwatch.net

Customer Service

E: customerservice@chemwatch.net

T: +61 3 9573 3100

Training

E: training@chemwatch.net

T: +61 3 9573 3114

The Chemwatch logo is displayed in a gold-bordered box. It features the word "CHEMWATCH" in a bold, white, sans-serif font against a black background. The background of the entire page is a low-angle photograph of industrial chemical processing equipment, including large vertical storage tanks and complex piping, set against a clear blue sky with a bright sun flare on the left side.

CHEMWATCH

Chemwatch

1227 Glen Huntly Road
Glen Huntly
Victoria 3613

Telephone: +61 3 9573 3100

Fax: +61 3 9572 4777

Email: info@chemwatch.net

Website: www.chemwatch.net