

Learning Method: Online 

## Course Overview

Managing Contractors teaches learners the techniques and methods of assessing, selecting, planning, monitoring and reviewing competent contractors.

The course meets the requirements for managing contractors in accordance with HSG 159 and INDG 368.

## Who is the course for?

Those with the responsibility of procuring, appointing or managing contractors.

## Benefits for Employers

- ▶ Accidents to contractors can result in substantial costs for a company in terms of property damage and lost time. Making sure staff have the ability to correctly manage contractors can reduce the risk of accidents and avoid the potential for these losses.
- ▶ Contractors are often employed to manage potentially unsafe work. By following the procedures in the course you can be confident that the right contractor will be selected for the job and managed correctly.

## Learning Outcomes

Upon successful completion of this course, learners should:

- ▶ Understand the legal requirements of managing contractors.
- ▶ Recognise common hazards from contractor work on site.

## Course Key Facts

**Duration:** 7 hours

### Course Content

The course focuses on the following areas:

- ▶ **Unit 1:** The legal framework
- ▶ **Unit 2:** Improving health and safety performance
- ▶ **Unit 3:** Clients and contractors
- ▶ **Unit 4:** Managing contractors: planning, choosing, working on site, monitoring and reviewing
- ▶ **Unit 5:** Common contractor hazards

### Assessment

Multiple choice test at the end of the session.

- ▶ Be able to assess and select competent contractors.
- ▶ Understand best methods in planning, monitoring and reviewing contractors.
- ▶ Understand the main requirements of the Construction Design and Management Regulations (CDM) 2015.

## Benefits of Online Learning

- ▶ Learners are gifted with complete control over their studies, choosing where and when to learn as they desire.
- ▶ With online training, organisations can have complete oversight over the staff's progress with insightful reports analysing their workforce's efforts.
- ▶ Incredible cost-effectiveness when compared to alternative learning methods, especially classroom learning.
- ▶ Engaging, proactive activities heighten learner retention.
- ▶ Astutis Learning Checks strategically located throughout the course ensure learners can only move on when ready.
- ▶ Those who work from home can play an active role in the training unlike before.

## Features of an Online Course

- ▶ **Learning checks** – built into the course to check your knowledge
- ▶ **Mind map activities** – helps to summarise the main points visually and acts to aid your memory.
- ▶ **Listing activities** - easy to digest information through key points.
- ▶ **Categorising activities** – making it easier for you to recall ideas or process information.
- ▶ **Activity positioning** – Activities are spread throughout the course helping you to embed your learning before moving on to the next section.

