



Course Specifications

Course Title:	HRM1321
Course Code:	Occupational Health and Safety Management
Program:	Human Resources Management
Department:	Human Resources Management
College:	College of Business Administration
Institution:	Dar AlUloom University

Table of Contents

A. Course Identification	3
6. Mode of Instruction (mark all that apply)	3
B. Course Objectives and Learning Outcomes	3
1. Course Description	3
2. Course Main Objective.....	4
3. Course Learning Outcomes	4
C. Course Content	5
D. Teaching and Assessment	5
1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods	5
2. Assessment Tasks for Students	6
E. Student Academic Counseling and Support	6
F. Learning Resources and Facilities	7
1. Learning Resources	7
2. Facilities Required.....	7
G. Course Quality Evaluation	7
H. Specification Approval Data	7

A Course Identification

1. Credit hours: 3 Hours
2. Course type
a. University <input type="checkbox"/> College <input type="checkbox"/> Department <input checked="" type="checkbox"/> Others <input type="checkbox"/>
b. Required <input checked="" type="checkbox"/> Elective <input type="checkbox"/>
3. Level/year at which this course is offered: Sixth / Third year
4. Pre-requisites for this course (if any): HRM1311 & MIS1221
5. Co-requisites for this course (if any): None

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	45	100%
2	Blended		
3	E-learning		
4	Correspondence		
5	Other		

7. Actual Learning Hours (based on academic semester)

No	Activity	Learning Hours
Contact Hours		
1	Lecture	45
2	Laboratory/Studio	
3	Tutorial	
4	Others (specify)	
	Total	45
Other Learning Hours*		
1	Study	1
2	Assignments	1
3	Library	
4	Projects/Research Essays/Theses	2
5	Others (specify)	
	Total	4

* The length of time that a learner takes to complete learning activities that lead to achievement of course learning outcomes, such as study time, homework assignments, projects, preparing presentations, library times

B. Course Objectives and Learning Outcomes

1. Course Description

This course introduces students to key concepts and practices related to the management of workplace occupational health and safety. It identify appropriate procedures to maintain health and safety at workplace, and to minimize or eliminate work related injuries and illness. Topics include causes and types of accidents; accidents' investigation; and occupational safety and health performance measurement, organization, function, inspections, training and standards.

2. Course Main Objective

1. What is the main purpose for this course?

Upon completion of the Occupational Health and Safety course, student should be able to:

- Apply risk management principles to anticipate, identify, evaluate and control physical, chemical, biological and psychosocial hazards.
- Collect, manage, and interpret Occupational Health and Safety information and data to identify trends and issues in the workplace.
- Perform basic accident investigation.
- Develop basic Occupational Safety and Health training programs.

2. Briefly describe any plans for developing and improving the course that are being implemented. (e.g. increased use of IT or web based reference material, changes in content as a result of new research in the field)

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	Knowledge:	
1.1	Define the concepts, principles, theories, and techniques of Occupational Health and Safety (OHS).	K1
1.2	Discuss OHS incident investigations conducted cross cultural business environment.	K2
1.3	Differentiate between various theories and techniques of occupational Health and Safety applied in organizations.	K3
1.4	Incorporate decision making process into Occupational Health and Safety issues.	K4
2	Skills:	
2.1	Analyze and evaluate business environmental factors that influence Occupational Health and Safety decisions.	S1
2.2	Analyze OHS practices and strategies in response to the national and international business trends.	S2
2.3	Critically evaluate OHS situations and their impact on business ethics and corporate social responsibility.	S3
3	Competence:	
3.1	Demonstrate interpersonal and teamwork skills related to OHS cases.	C1
3.2	Show leadership in pursuit of innovative and practical solutions in OHS field.	C2
3.3	Demonstrate entrepreneurial and teamwork skills to implement and operationalize OHS management practices	C3
3.4	Apply OHS knowledges and concepts, quantitative analysis tools and problem-solving methodologies to deal with safety issues.	C4
3.5	Utilize information, communication technology and statistics to decide on issues related to OHS management.	C5
3.6	Demonstrate written and oral communication skills appropriate for conveying OHS matters.	C6

C. Course Content

No	List of Topics	Contact Hours
1	Introduction to Occupational Health (Hygiene and Safety)	6
2	The safety legislation	6
3	Workers Compensation and recordkeeping	6
4	Accident Causation and Investigation: Theory and Application	6
5	Industrial Hygiene	6
6	System Safety	6
7	Managing the Safety Function	6
8	Workplace Violence	3
Total		45

D. Teaching and Assessment

1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	Knowledge		
1.1	Define the concepts, principles, theories, and techniques of Occupational Health and Safety (OHS).	Direct (Lecture, Demonstration, Drill & Practice) Indirect (Case study, Problem Solving, Reflective Discussion) Interactive (Discussion)	Written Exams (T/FQ, MCQ, Short and Long essays)
1.2	Discuss OHS incident investigations conducted cross cultural business environment.		Written Exams (Short/Long essays, Case study)
1.3	Differentiate between various theories and techniques of occupational Health and Safety applied in organizations.		Written Exams (Short/Long essays, Case study) Written Assignments (essays, reports, and case studies).
1.4	Incorporate decision making process into Occupational Health and Safety issues.		

2.0 Skills			
2.1	Analyze and evaluate business environmental factors that influence Occupational Health and Safety decisions.	Direct (Lecture, Demonstration, Drill & Practice, Compare & contrast) Indirect (Case study, Problem Solving, Reflective Discussion) Interactive (Brainstorming, Cooperative learning)	Written Exams (problem solving and case studies) Written Assignments (reports, and case studies). Oral Examination
2.2	Analyze OHS practices and strategies in response to the national and international business trends.		
2.3	Critically evaluate OHS situations and their impact on business ethics and corporate social responsibility.		
3.0 Competence			
3.1	Demonstrate interpersonal and teamwork skills related to OHS cases.	Interactive (Brainstorming, Think Pair Share, Cooperative learning) Independent (Project, Homework, Assigned Questions)	Presentations (formal discussion individual and group) Projects
3.2	Show leadership in pursuit of innovative and practical solutions in OHS field.		
3.3	Demonstrate entrepreneurial and teamwork skills to implement and operationalize OHS management practices		
3.4	Apply OHS knowledges and concepts, quantitative analysis tools and problem-solving methodologies to deal with safety issues.		
3.5	Utilize information, communication technology and statistics to decide on issues related to OHS management.		
3.6	Demonstrate written and oral communication skills appropriate for conveying OHS matters.		

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quiz	3	10%
2	Homeworks/Assessments/Projects	During semester	20%
3	Mid term	9	30%
4	Final Exam	16	40%

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice:

1. Eight Office hours weekly can be booked through the students' SIS account.
2. Online discussion through the LMS forums and instant messaging.
3. Instructor email available in the course syllabus.
4. Occasional mobile calls or SMS for urgent messages.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Stoll, M., McGill, C., Ritchie. J. (2014). <i>Work Health and Safety: A Complete Course for CIV and Diploma Courses BSB41412 and BSB51312</i> . First Edition, Australia & New Zealand: McGraw-Hill Higher Education.
Essential References Materials	Review articles in various journals based on Occupational and safety Issues.
Electronic Materials	Power Point slides for each class will be posted on the course website. Feel free to print these before each class.
Other Learning Materials	Occupational health and safety management software

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Classroom.
Technology Resources (AV, data show, Smart Board, software, etc.)	Data show + smart boards.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Internet access point.

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
End of semester Course Evaluation.	• Students	• Indirect
Effectiveness of teaching and assessment.	• Peer reviewer	• Indirect
Course learning outcomes assessment.	• Faculty members	• Direct
Quality of learning resources	• Students	• Indirect

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)

Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	HRM DEPARTMENT COUNCIL – COB
Reference No.	
Date	15/08/2019

