



# NEBOSH CERTIFICATE IN ENVIRONMENTAL MANAGEMENT

**21 – 26 OCTOBER 2013  
KUALA LUMPUR – MALAYSIA**

**11 – 16 NOVEMBER 2013  
BANGKOK - THAILAND**



Globally recognised health, safety  
and environmental qualifications

***“Provide proof of your environmental credentials anywhere in the world with NEBOSH Certificate in Environmental Management.”***



## **COURSE OVERVIEW**

Over 30,000 people take a NEBOSH qualification every year. The qualifications are globally recognized and taken by people working in all types of industries, as well as national and local government organizations.

The NEBOSH National Certificate in Environmental Management will benefit companies who are seeking to implement effective environmental management systems, ensuring that line managers have a sound understanding of the principles of managing environmental risk. This qualification is relevant to all industry sectors

### **What kind of people take the NEBOSH Certificate in Environmental Management?**

Managers, supervisors and employees throughout the world, who have responsibility for managing environment issues as part of their day to day duties. The qualification focuses on environmental management systems and impact assessments. NEBOSH research shows that around two thirds of health and safety management positions at work also feature responsibility for environmental management. It can therefore be useful combining one of our health and safety qualifications with the Environmental Certificate. The Certificate can also be a useful stepping stone towards achieving our professional level Environmental Diploma.

### **Is this qualification recognised?**

The NEBOSH Certificate in Environmental Management is accepted by CIWEM – The Chartered Institution of Water and Environmental Management – to meet the requirements for Technician Membership (TechCIWEM).



## **YOUR INTERNATIONAL COURSE FACILITATOR**

**Jan Powell**

*Tutor/Assessor*

*The National Examination Board in Occupational Safety and Health (NEBOSH)*

Janet Powell's qualifications CMIOSH, MIFL, MSC ENV MAN H & S, PGDIP OH S & ENV, CERT ED. RCN. Jan has more than 30 years experience in environmental management. She has delivered training programs and delivery of NEBOSH IOSH and CIEH courses. Jan has done tutorial programs for construction skills including site management and site supervisory courses.

She also gave tutorials and mentoring for occupational health and safety and associated health care training for FE Colleges and Commerce. Bespoke sessions focusing on asbestos, confined spaces and work at height. Jan also did consultation services focusing on risk management assessment and controls. She also did emergency planning and the application of COSHH and DSEAR, policy setting and audit mechanisms and programs. Janet experiences in these industries: armed forces, construction, education, engineering, health services, manufacturing, and police, public services, oil and gas, warehousing and waste management. She had done training in Europe as well as in Asia.

# COURSE CONTENT

*"This environmental management qualification will assist general managers, who have responsibility for managing environment issues, as part of their day to day duties. As such i recommend this nebosh certificate in environmental management." - Peter Coyle, Director Of Operations, Energy Networks Association*

The course involves one block of five study days. The system of assessment consists of a two hour written examination paper (Part NEC1) and a practical environmental review and report of the environmental performance of the delegate's own workplace. The syllabus itself is divided into 9 units (approximately 40 hours of study) The National Certificate in Environmental Management syllabus comprises two parts:

Unit NEC1 - Management and control of environmental hazards

Unit NEC2 - Environmental practical application

## NEC1

Foundations in environmental management  
Environmental management systems  
Environmental impact assessments  
Control of emissions to air  
Control of contamination of water sources  
Control of waste and land use  
Sources of use of energy and energy efficiency  
Control of environmental noise  
Planning for and dealing with environmental emergencies

## ABOUT THE EXAMINATION

Written Examination The NEBOSH National Certificate in Environmental Management written exam paper consists of one long-answer question and ten short-answer questions. The required mark to pass the written paper is 45%.

Candidates are required to obtain at least 60% for a pass. Candidates awarded less than 60% in NEC 2 will be referred in this part.

This consists of an examination and a work based assessment. You must pass the examination paper and the work based assessment to be awarded the NEBOSH National Certificate in Environmental Management.

## COURSE MATERIAL

Each participant will receive a comprehensive training manual.

## NEC2

Environment Practical Application  
NEC2, the practical assessment, is set and marked by a suitably qualified assessor, who is appointed by the programme organiser and approved by NEBOSH, to a standard set and moderated by NEBOSH.  
Candidates are required to obtain at least 60% for a pass. Candidates awarded less than 60% in NEC 2 will be referred in this part.

## WHO SHOULD ATTEND?

☒ **Oil & Gas HSE Manager/Officer**  
☒ **Offshore HSE Manager/Executive**  
☒ **Safety & Health Officer**  
☒ **Safety Engineer**  
☒ **HSSE Manager**  
☒ **HSE Supervisor**  
☒ **Environmental Manager/Officer**  
☒ **Senior Quality Manager**  
☒ **QHSE Manager**  
☒ **HSE Supervisor**  
☒ **HSE Coordinator**  
☒ **HSE Specialist/Engineer**  
☒ **Technical Safety Manager**

## COURSE SCHEDULE

8.00	Registration & Coffee/Tea
8.30	Workshop commences
10.30 - 11.00	Morning coffee/tea
12.30 - 13.30	Lunch
15.00 - 15.30	Afternoon coffee/tea
16.30	End of day

### Remarks:

**Examination date will be on the 6<sup>th</sup> day of the course.**

# AIMS AND OBJECTIVES

The aim of the NEBOSH Environmental Certificate is to provide delegates with an understanding of environmental issues and enable them to assist their organisations to meet their environmental obligations, assess the environmental impact of business activities (for example, raw materials, waste disposal, energy use, emissions, storage) and advise on the preventative and protection measures to put in place.

On successful completion on the course, delegates should be able to demonstrate understanding of the syllabus content through the application of knowledge to familiar and unfamiliar situations. In particular delegates should be able to:

- Outline the scope and nature of environmental management
- Explain the ethical, legal and financial reasons for maintaining and promoting environmental management
- Outline the importance of sustainability
- Outline the legal framework for the regulation of environmental management
- Describe the roles and powers of enforcement agencies, the judiciary and external agencies
- Identify the reasons for implementing an environmental management system (EMS)
- Describe the key features and appropriate content of an effective EMS, i.e. ISO 14001:2004, BS 8555
- Outline the benefits and limitations of introducing ISO 14001/BS 8555 into the workplace
- Explain the reasons for carrying out environmental impact assessments
- Describe the types of environmental impact
- Identify the nature and key sources of environmental information
- Explain the principles and practice of impact assessment
- Outline the principles of air quality standards
- Outline the main types of emissions to atmosphere and the associated hazards
- Outline control measures that are available to reduce emissions
- Outline the importance of the quality of water for life
- Outline the main sources of water pollution
- Outline the main control measures that are available to reduce contamination of water sources
- Outline categories of waste
- Explain the importance of minimising waste
- Outline how to manage waste
- Describe outlets available for waste
- Outline the risks associated with contaminated land
- Outline the benefits and limitations of fossil fuels
- Outline alternative sources of energy and their benefits and limitations
- Explain why energy efficiency is important to the business
- Outline the control measures available to enable energy efficiency
- Describe the potential sources of environmental noise and their consequences
- Outline the methods available for the control of environmental noise
- Explain why emergency preparedness and response is essential to protect the environment
- Describe the measures that need to be in place when planning for emergencies

*The course is designed to meet the NEBOSH Environmental Certificate syllabus and is suitable for those who have responsibility for managing environmental issues as part of their work including managers, supervisors and employees. Companies in all industry sectors who are seeking to implement effective environmental management systems and to provide line managers with a sound understanding of the principles of managing environmental risk will find the award particularly useful.*

# PROGRAMME

## UNIT NEC1: MANAGEMENT AND CONTROL OF ENVIRONMENTAL HAZARDS

	Day 1	Day 2	Day 3	Day 4	Day 5
08.30					Element 7: Sources and use of energy and energy efficiency
09.00	Open Course, administration, method/ intros,	Element 2: Environmental management systems	Element 3: Environmental impact assessments – cont'd	Element 5: Control of contamination of water resources	
09.30	Element 1: Foundations in environmental management				
10.45	Break	Break	Break	Break	Break
11.00	Element 1: Foundations in environmental management – cont'd	Element 2: Environmental management systems – cont'd	Element 3: Environmental impact assessments – cont'd	Element 5: Control of contamination of water resources – cont'd	Element 7: Sources and use of energy and energy efficiency – cont'd
11.45				Lunch	Element 8: Control of environmental noise
12.15					Lunch
12.30	Lunch	Lunch	Lunch	Element 6: Solid waste and land use  Including visit to landfill site	Lunch
13.00	Element 1: Foundations in environmental management – cont'd	Element 2: Environmental management systems – cont'd	Element 3: Environmental impact assessments – cont'd		Element 8: Control of environmental noise – cont'd
13.30					
14.45				Environmental practical application guidance	Break
15.00	Break	Break	Break		Element 9: Planning for and dealing with environmental emergencies
15.15	Element 1: Foundations in environmental management – cont'd	Element 2: Environmental management systems – cont'd	Element 3: Environmental impact assessments – cont'd		
16.00					
16.45					
15.45	Element 2: Environmental management systems	Element 3: Environmental impact assessments	Element 4: Control of emissions to air		Close
17.00					
17.30		Close			
17.45	Close		Close	Close	

# EXAMINATION TUTORIAL

## Written examination - Unit NEC1

Success in the written examination relating to unit NEC1 is more assured where delegates have practiced their examination technique under tutor supervision. The tutorial period provides an opportunity to check understanding and test examination technique under examination conditions. Feedback on the delegates' approach to and content of examination answers is provided in order to encourage improved examination performance.

09.00	<p>Discuss work between study period and examination tutorial</p> <p>Determine delegates needs using tutorial feedback forms</p> <p>Exam technique</p> <ul style="list-style-type: none"> <li>• Structure of the examination paper and timing when answering questions</li> <li>• Command words used by NEBOSH in questions</li> <li>• Question style and expected responses</li> </ul> <p>Clarification of learning points - review any topics of concern identified by delegates</p> <p>Practice questions</p>
10.45	<i>Break</i>
11.00	Practice questions
12.30	<i>Lunch</i>
13.30	<p>Practice questions</p> <p>Review understanding</p>
15.00	<i>Break</i>

## Practical examination - Unit NEC2

Success in the practical examination (called unit NEC2 of the assessment) is more assured where delegates have considered the format of the proforma, how the proforma is to be used, the structure of the report to management and the overall marking scheme for the practical examination with guidance from a tutor.

15.15	<p>Marking scheme for the practical examination and submission requirements</p> <p>Format and questions to be answered using the proforma</p> <p>How to use the proforma, including note taking and writing up findings</p> <p>Structure of the management report, including making it effective and relating it to findings in the proforma</p>
16.30	<i>Close</i>

## BENEFITS OF ATTENDING

**KNOWLEDGE** – Whether health and safety is your main responsibility, or just a part of what you do, the NEBOSH National Certificate in Environmental Management will give you vital understanding to help you perform better in your role.

**ENJOYMENT** – You'll enjoy taking the NEBOSH National Certificate in Environmental Management. You'll discover techniques that are useful and practical in your industry, not just theoretical.

**RECOGNITION** – The NEBOSH name is a mark of excellence in the field of health and safety throughout the world. It's what employers ask for.

**CAREER PROSPECTS** – Health and safety is vital in Oil and Gas. It's now a key skill for anyone working in the industry. Holding a NEBOSH qualification can help you stand out and bring you success and advancement.



**ALPHA**  
Safety Training



## DELEGATES

1. Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Mobile/Tel: \_\_\_\_\_  
Email: \_\_\_\_\_

2. Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Mobile/Tel: \_\_\_\_\_  
Email: \_\_\_\_\_

3. Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Mobile/Tel: \_\_\_\_\_  
Email: \_\_\_\_\_

## AUTHORIZATION

(This form is invalid without a signature)

Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Mobile/Tel: \_\_\_\_\_  
Email: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Thank you for your registration!**

*Hotel accommodation & travel costs are not included in the registration fee. A reduced corporate room rate has been arranged at the hotel for attendees at this conference. To take advantage of this special rate, please process the hotel room reservation form provided upon confirmation of your attendance.*

### Payment Policy

*Full payment of course fee to be received by the stipulated date of training, failing which SYCOTECH GLOBAL will exercise the right to refuse entry to the delegate.*

### Program Change Policy

*SYCOTECH GLOBAL reserves the right to replace or modify the advertised speakers/topics should there be circumstances beyond the control of the organizers before the event. Any changes will be updated on our website as soon as possible.*

### Cancellations/Substitutions

*If you are unable to attend the training course for which you have registered, you may send a substitute free of charge. If you cannot send a substitute or otherwise need to cancel your class registration, please provide written notice to us via e-mail at [admin@sycotechglobal.com](mailto:admin@sycotechglobal.com). Cancellation requests received by SYCOTECH GLOBAL seven (7) days or more prior to the course start date will receive full credit for use in another future course with no time limit. Credit is not available for cancellation requests received by SYCOTECH GLOBAL seven (7) or fewer days before the course start date. SYCOTECH GLOBAL reserves the right to alter or change any part of the course. In the event SYCOTECH GLOBAL cancel a course due to inclement weather, or other events beyond our control, the fees will be credited to a future seminar of the registrants choice. Upon registration, the registrant acknowledges that SYCOTECH GLOBAL will not be held liable for any charges or fees incurred due to the cancellation of travel or accommodation reservations.*

## VENUE | FEES (please tick as appropriate)

### Nebosh Certificate In Environmental Management

☐ 21<sup>st</sup> – 26<sup>th</sup> October 2013 in Kuala Lumpur, Malaysia.

☐ 11<sup>th</sup> – 16<sup>th</sup> November 2013 in Bangkok, Thailand

☐ USD 2,995 – per delegate

☐ USD 2,695 per delegate - register before 18-Sept-2013

☐ USD 7,500 - Special for Group of 3

☐ USD 11,500 - Special for Group of 5

*The fee does not include any taxes (withholding or otherwise). In case of any taxes applicable the client has to ensure that the taxes are paid on top of the investment fee paid for the course.*

*Compliance with the local tax laws is the responsibility of the client.*

**\* Save up to 30% for In-house Training programs**

## PAYMENT DETAILS

**Payment** is required within 5 days upon receipt of the invoice.  
All payments must be received prior to the event date.

Bank transfer:

**SYCOTECH GLOBAL**

Al Rajhi Bank

Puchong Branch,

Selangor, Malaysia

**Account No: 12700-1080575194**

**Swift No: RJHIMYKL**

**Registration and Enquiries**

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