

ICTQual AB



Qualification Specification

ICTQual AB Level 1 Award in Safety Inspector



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ICTQual AB's

Level 1 Award in Safety Inspector

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Qualification Specification about

ICTQual AB Level 1 Award in Safety Inspector

About ICTQual AB's

ICTQual AB is a distinguished awarding body based in the United Kingdom, dedicated to fostering excellence in education, training, and skills development. Committed to global standards, ICTQual AB's provides internationally recognized qualifications that empower individuals and organizations to thrive in an increasingly competitive world. Their offerings span diverse industries, including technical fields, health and safety, management, and more, ensuring relevance and adaptability to modern workforce needs.

ICTQual AB's delivers high-quality educational solutions through a network of Approved Training Centres worldwide. Their robust standards and innovative teaching methodologies equip learners with practical knowledge and skills for personal and professional growth. With a mission to inspire lifelong learning and drive positive change, ICTQual AB's continuously evolves its programs to stay ahead of industry trends and technological advancements.

Course Overview

Workplace safety is very important in all industries today. Organizations must make sure that employees can work in an environment where risks to health and well-being are minimized. Because of this, there is an increasing need for people who have a basic understanding of health and safety and can help maintain safe working conditions. The ICTQual AB Level 1 Award in Safety Inspector is designed to meet this need by providing learners with essential knowledge and practical skills to support workplace safety.

This qualification is an entry-level program that introduces participants to the key principles of health and safety inspections. Learners will develop an understanding of how to identify potential hazards, carry out simple risk assessments, and apply basic safety procedures. The course also covers important safety regulations and guidelines that help protect employees in everyday work activities.

The ICTQual AB Level 1 Award is ideal for individuals who are new to the health and safety field, or those looking to enhance their knowledge to support workplace safety programs. By completing this course, participants gain confidence in performing routine safety tasks, recognizing hazards, and taking action to

prevent accidents. This qualification provides a strong foundation for anyone interested in starting a career in health and safety or improving safety in their current workplace.

Course Aims:

The aim of this qualification is to help learners:

- Gain basic knowledge of health and safety in the workplace.
- Understand how to identify hazards and assess risks.
- Learn about simple safety rules and procedures.
- Develop practical skills to contribute to a safer working environment.

Learning Objectives:

By the end of the course, participants should be able to:

- Recognize common workplace hazards.
- Carry out basic risk assessments.
- Understand key health and safety regulations.
- Follow simple safety procedures.
- Take responsibility for routine safety tasks under guidance.

Target Audience:

This course is suitable for:

- Individuals new to health and safety.
- Employees who want to improve workplace safety knowledge.
- People seeking an entry-level qualification in health and safety.
- Those who want to support safety programs within their organization.

Certification Framework

Qualification title	ICTQual AB Level 1 Award in Safety Inspector
Course ID	HSE0015
Total Qualification Time	10 Hours
Guided Learning Hours	5 Hours
Grading Type	Pass / Fail
Competency Evaluation	Coursework / Assignments / Verifiable Experience
Assessment	The assessment and verification process for ICTQual AB's qualifications involves two key stages: Internal Assessment and Verification: ✓ Conducted by the staff at the Approved Training Centre (ATC) to ensure learners meet the required standards through continuous assessments. ✓ Internal Quality Assurance (IQA) is carried out by the centre's IQA staff to validate the assessment process. External Quality Assurance: ✓ Managed by ICTQual AB's verifiers, who periodically review the centre's assessment and IQA processes. Verifies that assessments are conducted to the required standards and ensures consistency across centres

Entry Requirements

The ICTQual Level 1 Award in Safety Inspector course welcomes participants from diverse backgrounds who meet specific entry requirements aimed at ensuring a conducive learning environment and optimal engagement.

- ✓ Learners must be at least 18 years old to enrol in the course.
- ✓ While the course is designed to be accessible, a basic level of literacy and numeracy is necessary.
- ✓ No previous experience in health and safety or related fields is required.
- ✓ Learners should have a genuine interest in learning about workplace safety and a commitment to applying safety practices in their work environments.

The training is typically conducted in the local language of the country where it is offered.

Qualification Structure

This qualification comprises 8 mandatory units. Candidates must successfully complete all mandatory units to achieve the qualification.

Mandatory Units	
Unit Ref#	Unit Title
HSE0015-01	Introduction to Health and Safety
HSE0015-02	Hazard Identification
HSE0015-03	Risk Assessment
HSE0015-04	Safety Regulations and Legislation
HSE0015-05	Inspection Techniques
HSE0015-06	Emergency Procedures
HSE0015-07	Practical Skills Assessment
HSE0015-08	Final Examination and Certification

Centre Requirements

To ensure quality training delivery, centres must adhere to the following standards:

1. Centre Approval

- ✓ Centres must be formally approved by ICTQual AB's before delivering this qualification.
- ✓ Approval involves a review of facilities, policies, and staff qualifications.

2. Qualified Staff

- ✓ **Tutors:** Must possess a recognized health and safety qualification at Level 2 or above or a teaching qualification at Level 3 or above, and demonstrable practical experience in safety inspection.
- ✓ **Assessors:** Must hold a recognized assessor qualification (e.g., CAVA, AVRA) or equivalent)
- ✓ **Internal Quality Assurers (IQAs):** Must hold a recognized IQA qualification (e.g. Level 4 Award in the IQA and Level 4 Certificate in Leading the IQA) and experience to oversee assessment standards.

3. Learning Facilities

Centre must offer:

- ✓ Private study areas and internet-enabled workspaces (for blended or physical delivery)
- ✓ Academic and pastoral support for learners
- ✓ Administrative support must be available to manage enrolment, tracking, and learner queries efficiently

4. Health and Safety Compliance

- ✓ All training facilities must comply with health and safety regulations.
- ✓ Centres must conduct regular risk assessments for practical activities.

5. Learning Resources

- ✓ **Course Materials:** Approved textbooks, study guides, and digital content must align with the qualification standards.
- ✓ **Assessment Tools:** Templates and guidelines must be provided to ensure standardized evaluation processes.
- ✓ **E-Learning Support:** Centres offering online or blended learning must implement an effective Learning Management System (LMS).

6. Assessment and Quality Assurance

- ✓ Centres must ensure assessments meet ICTQual AB's competency standards.
- ✓ Internal quality assurance (IQA) must be conducted to maintain consistency.
- ✓ External verifiers from ICTQual AB's will review assessment and training practices.

7. Learning Support

- ✓ **Qualification Guidance:** Support for coursework and assignments.
- ✓ **Career Pathway Assistance:** Information on progression opportunities in health and safety sectors.
- ✓ **Accessibility Support:** Accommodations for learners with disabilities or language barriers.

8. Policies and Compliance

Centres must uphold the following policies in accordance with ICTQual AB's standards:

- ✓ Equality, Diversity, and Inclusion Policy.
- ✓ Health and Safety Policy.
- ✓ Safeguarding and Learner Protection Policy.
- ✓ Complaints and Appeals Procedure.
- ✓ Data Protection and Confidentiality Policy.

9. Reporting Requirements

- Centres must provide ICTQual AB's with regular reports on learner registrations, progress, and certification outcomes.
- Assessment records must be maintained for external auditing and quality assurance purposes.

Support for Candidates

Centres should ensure that materials developed to support candidates:

- ✓ Facilitate tracking of achievements as candidate's progress through the learning outcomes and assessment criteria.
- ✓ Include information on how and where ICTQual AB's policies and procedures can be accessed.
- ✓ Provide mechanisms for Internal and External Quality Assurance staff to verify and authenticate evidence effectively.

This approach ensures transparency, supports candidates' learning journeys, and upholds quality assurance standards.

Assessment

This qualification is competence-based, requiring candidates to demonstrate proficiency as defined in the qualification units. The assessment evaluates the candidate's skills, knowledge, and understanding against the set standards. Key details include:

1. Assessment Process:

- ✓ Must be conducted by an experienced and qualified assessor.
- ✓ Candidates compile a portfolio of evidence that satisfies all learning outcomes and assessment criteria for each unit.

2. Types of Evidence:

- ✓ Observation reports by the assessor.
- ✓ Assignments, projects, or reports.
- ✓ Professional discussions.
- ✓ Witness testimonies.
- ✓ Candidate-produced work.
- ✓ Worksheets.
- ✓ Records of oral and written questioning.
- ✓ Recognition of Prior Learning (RPL).

3. Learning Outcomes and Assessment Criteria:

- ✓ **Learning Outcomes:** Define what candidates should know, understand, or accomplish upon completing the unit.
- ✓ **Assessment Criteria:** Detail the standards candidates must meet to demonstrate that the learning outcomes have been achieved.

This framework ensures rigorous and consistent evaluation of candidates' competence in line with the qualification's objectives.

Unit Descriptors

HSE0015-01- Introduction to Health and Safety

This unit introduces learners to the basic concepts of workplace health and safety. Participants will understand why safety is important, common hazards in the workplace, and simple measures to prevent accidents. The unit helps learners gain foundational knowledge to support safe working practices and prepares them for more practical health and safety tasks.

Learning Outcome:	Assessment Criteria:
1. Understand the Importance of Workplace Safety: Recognize the significance of health and safety in creating safe work environments.	1.1 State why it is important to keep the workplace clean and safe. 1.2 List two ways a safe workplace helps workers. 1.3 Identify what might happen if safety rules are ignored.
2. Familiarize with Basic Safety Principles: Gain knowledge of fundamental safety concepts, terminology, and best practices.	2.1 Define common safety terms like "danger" and "precaution." 2.2 Identify standard safety signs found in a building. 2.3 Name three basic rules for staying safe at work. 2.4 Show where to find safety information in the workplace.

HSE0015-02- Hazard Identification

Learners will explore how to recognize common hazards in the workplace. This includes physical, chemical, and environmental risks. The unit focuses on simple procedures to spot potential dangers and take action to reduce them. Participants develop practical skills to identify hazards accurately and understand their impact on employee safety and workplace efficiency.

Learning Outcome:	Assessment Criteria:
1. Recognize Common Hazards: Identify various types of workplace hazards, including physical, chemical, biological, and ergonomic hazards.	1.1 Point out physical hazards like wet floors or loose wires. 1.2 Identify labels on bottles that show a chemical is harmful. 1.3 List common biological hazards, such as dirty waste or germs.
2. Understand Hazard Categories: Differentiate between different hazard categories and their potential effects on health and safety.	2.1 Categorize identified hazards according to standard classifications (e.g., Physical, Chemical, Biological, Ergonomic). 2.2 Describe how a physical hazard can cause an injury. 2.3 State the difference between a health hazard and a safety hazard. 2.4 Identify one specific ergonomic hazard related to workstation setup or manual handling.

HSE0015-03- Risk Assessment

This unit teaches learners how to assess risks linked to workplace hazards. Participants will learn simple methods to measure risk levels and decide on actions to minimize them. The focus is on practical application, helping learners complete routine assessments and ensure safety procedures are followed effectively.

Learning Outcome:

- 1. Conduct Effective Risk Assessments: Learn the process of systematically assessing risks to identify potential hazards and evaluate their severity and likelihood.**
- 2. Implement Control Measures: Develop strategies to control and mitigate identified risks, ensuring a safer work environment.**

Assessment Criteria:

- 1.1 Systematically complete a risk assessment checklist for a designated work area.
- 1.2 Determine the level of risk (e.g., High, Medium, Low) using a standard risk matrix.
- 1.3 Identify who might be hurt by a specific hazard.
- 2.1 Suggest a way to stop a trip hazard (e.g., moving a box).
- 2.2 Select the right Personal Protective Equipment (PPE) for a simple task.
- 2.3 Explain how a safety guard on a machine keeps a worker safe.
- 2.4 Verify that implemented control measures have effectively reduced the identified risk.

HSE0015-04- Safety Regulations and Legislation

Learners will gain basic knowledge of key health and safety laws and workplace rules. The unit explains regulations that protect employees and outlines employer and employee responsibilities. Participants will learn to apply simple legal requirements in everyday work activities to maintain a safe and compliant workplace.

Learning Outcome:

- 1. Comprehend Safety Laws: Understand the legal framework governing workplace safety, including relevant national and international safety regulations.**
- 2. Understand Employer and Employee Responsibilities: Learn about the duties and responsibilities of employers and employees under health and safety laws, ensuring compliance.**

Assessment Criteria:

- 1.1 Name the main organization that makes safety laws in the country.
- 1.2 Identify the basic purpose of a Health and Safety law.
- 1.3 List two safety rules that must be followed by law.
- 2.1 State one thing an employer must provide (e.g., a safe desk).
- 2.2 List two things a worker must do to stay safe.
- 2.3 Identify who to talk to if a safety rule is broken.
- 2.4 Follow a supervisor's instructions regarding safety laws.

HSE0015-05- Inspection Techniques

This unit covers basic methods for carrying out workplace safety inspections. Learners will practice checking equipment, identifying unsafe conditions, and recording observations. The focus is on routine inspection tasks, ensuring participants can monitor safety standards and take simple corrective actions under guidance.

Learning Outcome:

- 1. Plan and Conduct Safety Inspections:**
Acquire techniques for planning and conducting thorough workplace safety inspections, identifying hazards, and assessing compliance with safety standards.
- 2. Proper Reporting and Documentation:**
Learn to properly document inspection findings and create comprehensive safety reports for effective communication and follow-up.

Assessment Criteria:

- 1.1 Execute a logical inspection route to ensure comprehensive coverage of the work area.
- 1.2 Utilize a standardized inspection checklist to record observations during the walkthrough.
- 1.3 Check if fire exits are clear of blocks.
- 2.1 Complete all mandatory fields of a formal Hazard Report form with accuracy.
- 2.2 Document identified non-compliances using objective and technical terminology.
- 2.3 State who the safety report should be given to.
- 2.4 Keep a neat record of the date and time of an inspection.

HSE0015-06- Emergency Procedures

Learners will understand simple emergency procedures in the workplace. The unit covers fire safety, first aid basics, and evacuation plans. Participants will gain practical knowledge to respond safely and efficiently to incidents, ensuring the safety of themselves and others while following set procedures.

Learning Outcome:

- 1. Develop Emergency Response Plans: Understand the components of effective emergency response plans, including procedures for evacuation, first aid, and crisis management.**
- 2. Basic First Aid Knowledge: Gain basic first aid knowledge and skills relevant to workplace emergencies, ensuring the safety and well-being of employees.**

Assessment Criteria:

- 1.1 Identify the nearest fire exit and assembly point.
- 1.2 State the steps to take when a fire alarm sounds.
- 1.3 List the phone numbers for emergency services (e.g., Fire or Ambulance).
- 2.1 Identify the location of the First Aid kit.
- 2.2 List the basic items found in a First Aid box.
- 2.3 Describe how to get help for an injured person.
- 2.4 Demonstrate the correct application of a sterile dressing on a mannequin or simulation prop.

HSE0015-07- Practical Skills Assessment

This unit allows learners to demonstrate basic health and safety skills. Participants will perform routine tasks like hazard spotting, risk assessment, and following safety procedures. The assessment ensures learners can apply their knowledge in predictable work situations and complete tasks effectively under guidance.

Learning Outcome:	Assessment Criteria:
1. Apply Theoretical Knowledge in Practical Scenarios: Demonstrate the ability to apply theoretical knowledge to real-world situations through hands-on exercises and simulations.	1.1 Complete a routine safety task following a set of instructions. 1.2 Wear the correct safety gear for a mock inspection. 1.3 Demonstrate the safe operation of a hand tool in accordance with manufacturer guidelines.
2. Assess Competency: Evaluate participants' competency in hazard identification, risk assessment, inspection techniques, and emergency procedures in practical settings.	2.1 Identify three pre-staged hazards within a simulated inspection environment. 2.2 Show how to report a hazard to a manager. 2.3 Demonstrate the correct way to walk to a fire exit during a drill. 2.4 Adhere to all relevant safety protocols independently throughout the duration of the task.

HSE0015-08- Final Examination and Certification

This unit assesses learners' overall understanding of workplace health and safety. Participants will complete simple tests covering all course topics. Successful learners receive the ICTQual AB Level 1 Award in Safety Inspector, showing they have the basic knowledge, skills, and practical competence to support safe work environments.

Learning Outcome:	Assessment Criteria:
1. Demonstrate Theoretical Knowledge: Successfully complete a written examination testing theoretical understanding of all covered topics.	1.1 Answer multiple-choice questions on basic safety facts. 1.2 Identify the meaning of five common safety signs. 1.3 Choose the correct safety procedure for a given scenario.
2. Apply Practical Skills: Pass a practical examination assessing practical skills and competency in workplace safety practices.	2.1 Perform a routine safety check on a specific piece of equipment. 2.2 Correctly fill in a final safety inspection log. 2.3 Show how to use a piece of PPE correctly (e.g., a hard hat). 2.4 Clear a workspace of hazards before leaving.
3. Receive Certification: Upon successful completion of both examinations, receive the ICTQual Level 1 Award in Safety Inspector, certifying competency in basic health and safety practices.	3.1 Conduct a final quality assurance check of the inspection report to ensure data completeness. 3.2 Present the finalized safety documentation to the designated authority in the required format. 3.3 Articulate the scope, limitations, and ethical responsibilities of a Safety Inspector.

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