ICTQual AB

Qualification Specification

ICTQual Level 3 Certificate in Basic Offshore Safety Induction and Emergency Training

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ICTQual AB's

Level 3 Certificate in Basic Offshore Safety Induction and Emergency Training

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Qualification Specification about

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About ICTQual AB's

ICTQual AB's Ltd. 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

The Level 3 Certificate in Basic Offshore Safety Induction and Emergency Training has been designed to provide personnel with the essential skills, behaviours, and safety awareness necessary for working offshore. The training aligns with established offshore operational standards and emergency preparedness objectives, ensuring that individuals understand their role in maintaining safety and responding to incidents.

The course introduces candidates to offshore-specific risks, personal survival techniques, fire safety practices, first aid procedures, and helicopter safety. Practical drills include the use of self-contained breathing apparatus, liferafts, firefighting extinguishers, and controlled evacuations. Participants engage in simulated emergency scenarios designed to build confidence and reinforce decision-making under pressure.

Emphasis is placed on hazard recognition, teamwork during emergencies, and safe conduct in marine and offshore installations. Training is structured to reflect real operational environments and ensures alignment with regulatory requirements governing offshore safety and emergency response.

Course Aims:

This qualification aims to ensure that individuals working in offshore environments are equipped with the fundamental knowledge and practical competencies required to work safely and respond effectively in emergencies. It focuses on raising awareness of offshore hazards, promoting personal responsibility for safety, and building confidence in the use of life-saving and emergency equipment under real-life conditions. The programme aims to support a safety-first culture through adherence to recognised operational standards and emergency response objectives.

Learning Objectives:

By the end of this course, participants will be able to:

- Explain the importance of safety responsibilities and hazard awareness in offshore settings.
- Perform essential emergency procedures, including fire response, evacuation, and basic first aid.
- Demonstrate practical competence in sea survival skills and safe use of personal survival equipment.
- Follow standard procedures for helicopter travel, including embarkation, disembarkation, and emergency egress.
- Respond effectively to alarms, emergency drills, and mustering protocols in an offshore environment.

Target Audience:

This course is intended for new offshore personnel, contractors, and support staff who are required to complete basic safety induction and emergency response training prior to working in offshore installations, vessels, or other remote marine environments.

Certification Framework

Qualification title	**ICTQual Level 3 Certificate in Basic Offshore Safety Induction and Emergency Training**
Course ID	HSE0065
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

To enrol in the ICTQual Level 3 Certificate in Basic Offshore Safety Induction and Emergency Training typically need to meet the following entry requirements:

- ✓ **Age Requirement:** Learners are usually required to be at least 16 years old.
- ✓ **Medical Fitness:** Given the physically demanding nature of the training, candidates must possess a valid medical certificate confirming their fitness to undertake such activities.
- ✓ **Language Proficiency:** As the course is conducted in English, a good command of the English language is essential to comprehend instructions and safety protocols effectively.
- ✓ **Prior Experience:** Generally, no prior offshore experience is required for this introductory certification. The course is structured to provide foundational knowledge and skills for individuals new to the offshore industry.

Qualification Structure

This qualification comprises 6 mandatory units and 2 optional units. Candidates must successfully complete all mandatory units to achieve the qualification.

Mandatory Units	
Unit Ref#	**Unit Title**
HSE0065-01	Offshore Safety Induction
HSE0065-02	Fire Prevention and Firefighting Techniques
HSE0065-03	Emergency First Aid and Medical Response
HSE0065-04	Helicopter Safety and Emergency Escape Procedures
HSE0065-05	Sea Survival and Lifesaving Techniques
HSE0065-06	Use of Personal Protective Equipment (PPE) and Safety Gear
Optional Units	
HSE0065-07	Hazard Identification and Risk Assessment
HSE0065-08	Emergency Communication and Alarm Systems

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 hold a qualification in offshore safety or a related discipline at Level 4 or higher, along with a recognised instructional or teaching qualification.
- ✓ **Assessors:** Must hold a recognized assessor qualification (e.g., CAVA, AVRA) or equivalent)
- ✓ **Internal Quality Assurers (IQAs):** Must be appropriately qualified and experienced 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 Resources and Infrastructure

The centre must provide learners with access to adequate academic resources, including:

- ✓ Virtual Learning Environment (VLE) or Learning Management System (LMS)
- ✓ Engineering and safety case studies, simulation tools, and software.
- ✓ Access to digital libraries, e-books, and relevant professional standards (ISO, OSHA, HSE, etc.)

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

HSE0065-01- Offshore Safety Induction

This unit introduces participants to the basic safety rules and responsibilities when working offshore. It covers what to expect when arriving at an offshore installation and how to behave safely in a new working environment. The unit explains the importance of following instructions, understanding site rules, and being aware of emergency procedures. It also covers general offshore hazards, the importance of teamwork, and how safety is everyone's responsibility.

Learning Outcome:	Assessment Criteria:
1. Understand the fundamental safety principles and regulations governing offshore operations.	1.1 Describe the key safety principles applied in offshore work environments. 1.2 Explain the purpose of offshore safety regulations and their enforcement. 1.3 Outline the main health and safety responsibilities of offshore employers and employees.
2. Identify potential hazards in offshore environments and implement preventive measures.	2.1 Identify common offshore hazards such as slips, trips, working at height, and confined spaces. 2.2 Explain methods used to control or eliminate identified hazards. 2.3 Describe how hazard identification contributes to overall workplace safety. 2.4 Apply basic preventive actions to avoid common offshore incidents.
3 Recognise the roles and responsibilities of personnel in maintaining workplace safety.	3.1 Identify different offshore roles and their responsibilities related to safety. 3.2 Describe the importance of cooperation and communication among personnel. 3.3 Explain how individual behaviour affects the overall safety culture offshore.

HSE0065-02- Fire Prevention and Firefighting Techniques

This unit teaches how to prevent fires offshore and how to respond if a fire starts. It covers the common causes of fire in offshore environments and explains how to identify and reduce fire risks. Learners will practise using different types of fire extinguishers and firefighting equipment. The unit also includes safe evacuation procedures and basic firefighting techniques such as hose handling and teamwork during fire emergencies.

Learning Outcome:	Assessment Criteria:
1. Explain the causes and types of fires in offshore settings.	1.1 Describe the fire triangle and its application in offshore environments. 1.2 List the classes of fires and their typical sources offshore. 1.3 Explain how poor maintenance or unsafe behaviour can lead to fires.
2. Demonstrate the correct use of firefighting equipment and suppression techniques.	2.1 Show correct handling and use of portable fire extinguishers. 2.2 Demonstrate safe use of fire hoses and breathing apparatus during a drill. 2.3 Apply firefighting methods suitable for different fire classes. 2.4 Follow safety procedures while using fire suppression equipment.
3. Apply fire prevention strategies to reduce the risk of fire incidents.	3.1 Identify key fire hazards during routine offshore tasks. 3.2 Explain steps taken to store flammable materials safely. 3.3 Describe the role of inspection and maintenance in fire prevention.

HSE0065-03- Emergency First Aid and Medical Response

This unit provides the basic knowledge and skills needed to give first aid in an emergency. It includes how to check if someone is conscious, breathing, or bleeding, and how to help them safely. The unit covers how to respond to burns, falls, and medical conditions such as shock or fainting. Learners also practise CPR (Cardiopulmonary Resuscitation) and how to use a basic first aid kit offshore while waiting for medical help.

Learning Outcome:	Assessment Criteria:
1. Perform essential first aid techniques in offshore environments.	1.1 Demonstrate correct CPR technique on a manikin. 1.2 Show how to place a casualty in the recovery position. 1.3 Perform basic wound care, including bleeding control and bandaging.
2. Recognise common offshore injuries and administer appropriate medical responses.	2.1 Identify symptoms of common injuries such as burns, fractures, and sprains. 2.2 Apply suitable first aid treatments to each type of injury. 2.3 Assess the severity of injuries and determine when medical help is needed. 2.4 Monitor the condition of a casualty until professional help arrives.
3. Understand emergency medical procedures and evacuation protocols.	3.1 Describe the offshore emergency medical chain of response. 3.2 Explain procedures for calling for medical assistance. 3.3 Outline steps involved in a medical evacuation from an offshore site.

HSE0065-04- Helicopter Safety and Emergency Escape Procedures

This unit explains how to stay safe when travelling to offshore sites by helicopter. It covers what to do during boarding, flying, and landing. Learners are trained in how to respond if an emergency occurs, including how to escape safely from a helicopter in water. The unit also includes use of emergency breathing systems, lifejackets, and how to follow crew instructions during an emergency situation.

Learning Outcome:	Assessment Criteria:
1. Identify safety measures for helicopter travel to and from offshore facilities.	1.1 Describe pre-flight safety checks and boarding procedures. 1.2 Explain proper conduct and seating during helicopter transport. 1.3 Identify prohibited items and behaviours during helicopter travel.
2. Demonstrate emergency escape techniques in the event of a helicopter crash.	2.1 Perform underwater egress using a helicopter simulator. 2.2 Demonstrate use of seatbelt release systems under water. 2.3 Participate in a controlled helicopter ditching scenario.
3. Understand the use of emergency breathing systems and flotation devices.	3.1 Identify components of an emergency breathing system (EBS). 3.2 Demonstrate correct fitting and activation of EBS. 3.3 Explain the use of personal flotation devices during emergencies.

HSE0065-05- Sea Survival and Lifesaving Techniques

This unit prepares individuals to survive at sea in case of an offshore emergency. Learners are trained in how to use lifejackets, immersion suits, and liferafts. The unit includes practical training in water, such as group survival techniques, safe entry into water, and how to stay warm. Learners also practise how to signal for help and what to do until rescue arrives.

Learning Outcome:	Assessment Criteria:
1. **Apply survival techniques in open water emergencies.**	1.1 Demonstrate how to enter the water safely in an emergency. 1.2 Adopt survival positions such as HELP and huddle techniques. 1.3 Conserve energy and retain body heat while awaiting rescue.
2. **Demonstrate the use of life rafts, immersion suits, and distress signals.**	2.1 Deploy and board a life raft correctly. 2.2 Wear and seal an immersion suit properly. 2.3 Use visual and audible distress signals effectively.
3. **Understand group survival strategies and hypothermia prevention methods.**	3.1 Explain how group cohesion aids survival. 3.2 Describe key methods to prevent hypothermia in cold water. 3.3 Identify early signs of hypothermia and appropriate responses.

HSE0065-06- Use of Personal Protective Equipment (PPE) and Safety Gear

This unit focuses on the correct use of personal protective equipment (PPE) used offshore. It covers the purpose and proper wearing of items like helmets, gloves, eye protection, safety boots, and overalls. Learners are shown how to inspect PPE for damage, store it safely, and understand when different types of PPE are required for specific tasks.

Learning Outcome:	Assessment Criteria:
1. **Recognise different types of PPE required for offshore work.**	1.1 Identify types of PPE used for various offshore tasks. 1.2 Match specific PPE to the risks it controls. 1.3 Explain why different roles may require specialised protective gear.
2. **Demonstrate the correct use, maintenance, and storage of safety gear.**	2.1 Wear PPE correctly according to manufacturer's instructions. 2.2 Inspect safety gear for defects and report issues. 2.3 Store PPE properly to maintain its condition and usability. 2.4 Clean and maintain PPE following offshore safety standards.
3. **Understand the importance of PPE compliance in offshore environments.**	3.1 Explain legal and organisational requirements for PPE use. 3.2 Describe consequences of non-compliance with PPE policies. 3.3 Discuss how PPE contributes to personal and team safety.

HSE0065-07- Hazard Identification and Risk Assessment

This unit helps learners recognise potential dangers in offshore environments. It explains how to spot hazards before they cause harm and how to report them. The unit also introduces simple risk assessment methods, showing how to judge if a task is safe and what actions should be taken to reduce risks. Learners will take part in exercises to practise making safe decisions.

Learning Outcome:	Assessment Criteria:
1. **Identify workplace hazards and assess associated risks in offshore settings.**	1.1 Recognise physical, chemical, and environmental hazards offshore. 1.2 Conduct a basic risk assessment using a standard template. 1.3 Prioritise risks based on likelihood and severity. 1.4 Report identified hazards according to offshore procedures.
2. **Apply risk control measures to prevent accidents and ensure safety compliance.**	2.1 Select appropriate control measures using the hierarchy of control. 2.2 Implement basic safety controls during simulated tasks. 2.3 Evaluate the effectiveness of implemented controls.
3. **Understand regulatory requirements for hazard management in offshore industries.**	3.1 Outline key offshore regulations related to hazard control. 3.2 Explain the role of inspections and audits in hazard management. 3.3 Describe the documentation needed to demonstrate compliance.

HSE0065-08- Emergency Communication and Alarm Systems

This unit covers how to respond quickly and correctly when alarms sound offshore. It explains the meaning of different alarms, such as for fire, gas, or evacuation. Learners are shown how to raise an alarm, use emergency communication devices like radios or intercoms, and report incidents clearly. The unit also includes how to follow instructions from control rooms and muster safely during emergencies.

Learning Outcome:	Assessment Criteria:
1. **Explain the importance of emergency communication protocols in offshore environments.**	1.1 Describe standard communication procedures during emergencies. 1.2 Explain the role of communication in coordinating offshore response. 1.3 Identify barriers to effective emergency communication.
2. **Demonstrate the use of alarm systems and emergency signals.**	2.1 Recognise and respond to different alarm types and signals. 2.2 Operate emergency communication devices such as radios or intercoms. 2.3 Participate in alarm drills and follow evacuation procedures. 2.4 Use hand signals and verbal cues effectively during simulations.
3. **Understand the procedures for reporting incidents and coordinating emergency responses.**	3.1 Explain how to report incidents accurately and promptly. 3.2 Describe the chain of command during emergency responses. 3.3 Complete a sample incident report following offshore guidelines.

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