

RRC NEWSLETTER

INTERNATIONAL HEALTH AND SAFETY BUSINESS | Student Edition

News

Student Focus

Examination Closing Dates

SPRING 2013

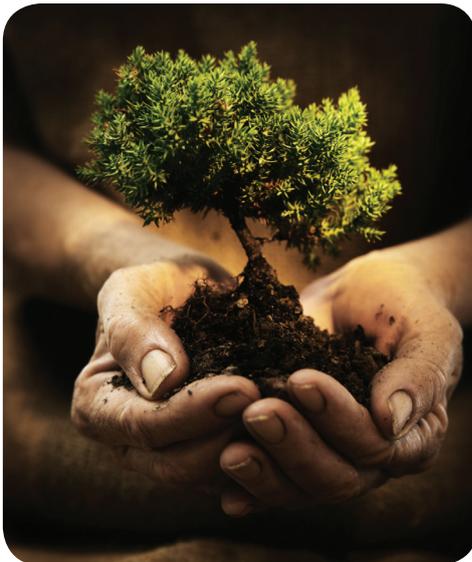
Welcome!

Hello and welcome to the new-look RRC Newsletter - **Health and Safety Business**. In this and future Editions you'll find a simple overview of RRC's upcoming projects and events. The RRC website- www.rrc.co.uk - is a great source of additional information on what we're doing, so I highly recommend checking it regularly to ensure you don't miss any exciting RRC developments!

NEW for 2013...

NEW NEBOSH Environmental Certificate

This qualification has been fully revised by NEBOSH and is now designed to meet the ever-changing requirements of environmental management across the globe. The new syllabus specification is aligned to international standards and best practice and is perfectly suited to the international market. RRC are delighted to announce the launch of this new qualification with both Distance / e-Learning and Face-to-Face courses already available.



Full details are available on the website, as usual:

www.rrc.co.uk/nebosh/nebosh-certificate/nebosh-environmental-certificate.aspx

Introducing...

New Staff at Head Office

There are lots of new faces at the RRC Head Office in Wimbledon, so don't be surprised if you hear new names at the end of the phone or replying to your e-mails.

Update on...

International Partners

We're delighted to announce that RRC are now able to operate in Sudan through our partnership with Accent Training and Languages Centre (ATLC) and Bright On, who offer modern training centres based in Khartoum.

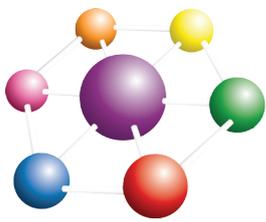


Last week, RRC's Adel and Gosia were guests of honour at an event held in Khartoum to launch RRC's accredited courses in Sudan and to celebrate our new partnership. The event was attended by students and representatives from local businesses. It was also filmed for Sudanese television (it aired on Saturday (02/03/13)).

February saw the first NEBOSH International General Certificate course run in Khartoum and, following excellent feedback, we've already scheduled another IGC course for later this year. There are also two IOSH Managing Safely courses and a NEBOSH Oil and Gas course scheduled, with more courses to be added in the near future.

www.rrc.co.uk/about-us/international-centres-and-partners.aspx





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Meet Us At...

Safety and Health Expo

14-16 May | NEC, Birmingham, UK

This exhibition is a real highlight of the H&S calendar. I'll be there alongside Gary throughout the three days and other members of the RRC team will be travelling up from London to help out too. As always, we'll be on-hand to offer advice and information on your health and safety, training and consultancy needs (and running various competitions too!). We're on Stand E52 in Hall 1.

If you can't make it to Birmingham, we're also planning to host a virtual exhibition so you can join in online from across the globe.



Make sure you're signed-up to our mailing list to ensure you receive all the updates and for a chance to enter the competitions. If you're not sure, email gary@rrc.co.uk with the subject "RRC Mailing List" and we'll keep you informed.

SHE Show North West

25 Jun | Hilton, Blackpool, UK

Simon, Gordon and Rowena will be flying the flag for RRC at this exhibition. They'll be on-hand to help you with any training and consultancy questions or requirements. You can find them on Stand 41.

IFSEC Istanbul - RRC in Partnership with ARME

30 Sep-2 Oct | Istanbul, Turkey

We'll also be joining ARME at this exhibition in Istanbul to promote our Turkish language NEBOSH courses and other accredited courses available throughout Turkey. More details will be available nearer the time.

Later in the Year

RRC will also be exhibiting at:

- **Health and Safety North** (9-10 Oct | Bolton, UK)
- **SHE Show North East** (26 Nov | Newcastle, UK)

For more information about all up-coming RRC exhibitions, and even past events, please refer to our website:

<http://www.rrc.co.uk/news/events.aspx>

I look forward to seeing you soon!

All the best for 2013,

David Towlson

Director of Training and Quality





Student Focus

This is the section of the newsletter where we focus on any important updates to your course. Please review the following carefully for anything which may impact your studies.

RRC Resources

RRC Health and Safety Law and Case Law Guide

We have made a change to the content of the Health and Safety Law and Case Law Guide to cover the **Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012**.

If you are studying a national (UK) course, you should delete the entry in your Health and Safety Law and Case Law Guide on the **Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2008** and replace it with the following new entry:

[Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012](#)

This change has already been made to the online version of the Health and Safety Law and Case Law Guide which can be accessed via your e-Zone Library.

Any changes required to your study elements as a result of the legislation referred to above are covered in the section on your course below.

RRC Environmental Law and Case Law Guide

We have made changes to the content of the Environmental Law and Case Law Guide to cover:

- The **Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012**.
- **Directive 2010/74/EU** on industrial emissions (integrated pollution prevention and control).
- The **Producer Responsibility Obligations (Packaging Waste) (Amendment) Regulations 2012**.
- The **Pollution Prevention and Control (Scotland) Regulations 2012**.

If you are studying a national (UK) course, you should delete the entry in your Environmental Law and Case Law Guide on the **Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2008** and replace it with the following new entry:

[Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012](#)

Please also note the following amendments:

Pollution Prevention and Control Act 1999

In the entry on this Act of Parliament, the paragraph about Sections 1 and 2 has been amended to read as follows:

“Sections 1 and 2 of the Act confer on the Secretary of State power to make regulations providing for a new pollution control system to meet the requirements of European Council Directive 96/61/EC (subsequently updated to Directive 2010/74/EU on industrial emissions (integrated pollution prevention and control)).”



Producer Responsibility Obligations (Packaging Waste) Regulations 2007

At the end of the entry on this legislation, the following new paragraph has been added:

“The Producer Responsibility Obligations (Packaging Waste) (Amendment) Regulations 2012 amend these Regulations by including packaging waste recovery and recycling targets for 2013-17, and introducing split targets for glass based on the end use.”

Waste (Scotland) Regulations 2012

In the entry on this legislation, the penultimate paragraph has been amended to read as follows:

“Regulation 3 makes amendments to the Pollution Prevention and Control (Scotland) Regulations 2012 to give the Scottish Environment Protection Agency (SEPA) powers to attach conditions to IPPC permits it thinks necessary. Such conditions include ensuring that waste that is collected separately is not mixed with other waste or materials which would hamper further recycling or combusted if capable of being recycled.”

These changes have already been made to the online version of the Environmental Law and Case Law Guide which can be accessed via your e-Zone Library.

Any changes required to your study elements as a result of the legislation referred to above are covered in the section on your course below.

NEBOSH Diploma

NEBOSH National Diploma in Occupational Health and Safety

Unit A | Element 8

We have updated the study material for this element to cover changes to committal hearings.

In your copy of the element, in the main section on **Structure and Function of the Courts and Related Institutions**, under the subheading **Magistrates' Court**, please delete the first paragraph and substitute the following new paragraph:

“Previously all criminal cases were first dealt with by the Magistrates' Court. Committal hearings were a procedural part of the court process, used to officially transfer a case from the Magistrates' Courts, where lower level crimes are dealt with, to the Crown Court, which handles the most serious offences. Initially they were abolished for 'indictable only' offences, which have to be heard at a Crown Court because of their seriousness. There are now moves to abolish committal hearings for 'either-way' offences, which can be dealt with either at the Magistrates' or Crown Court, depending on the seriousness of the individual case. The intention is that cases will now be sent to the Crown Court as soon as it is clear that the matter is serious enough, without the need for a separate committal hearing.”

Then, under the subheading **Procedure in Prosecution**, insert the following new text at the beginning of the Topic Focus box:

“The procedure for prosecution is well established as set out below, but initiatives to make the justice system swifter have resulted in the following recent changes:

- *'Indictable only' offences being dealt with directly by the Crown Court because of their seriousness.*
- *'Either-way' offences to be sent to the Crown Court as soon as it is clear that the matter is serious enough, without the need for a separate committal hearing.”*

Note: these changes will be made to your online material shortly.



Unit C

We have updated the study material for this unit to include a number of sources of further information:

- INDG459 Oxygen Use in the Workplace: Fire and Explosion Hazards (Element C2).
- PAS 79:2012 Fire Risk Assessment- Guidance and a recommended methodology (Element C3).
- BS 5306-8:2012 Fire extinguishing installations and equipment on premises Part 8: Selection and positioning of portable fire extinguishers – Code of practice (Element C3).
- Carriage of Dangerous Goods: Approved Derogations and Transitional Provisions (Element C4).
- INDG229 Using Work Equipment Safely (Element C5).
- BS 8560:2012 Code of practice for the design of buildings incorporating safe work at height (Element C9).
- Fragile Roofs – Safe Working Practices (HSE Information Sheet GEIS5) (Element C9).

We have also included a change to the legislation covering environmental protection in the event of a fire (Element C3).

Please refer to the Supplement by clicking on the following link.

[Unit C Supplement](#)

Note: these changes will be made to your online material shortly.

Unit D

NEBOSH have recently announced changes to the submission dates for the Unit D project. From 2014 there will be four submission dates each year rather than the current three. Please note carefully the following dates:

2013	2014 onwards
13 March	26 February
28 August	28 May
27 November	27 August
	26 November

NEBOSH International Diploma in Occupational Health and Safety

Unit IA | Element IA2

We have made a small correction to the study material for this element to remove reference to a piece of UK legislation.

In your copy of the element, in the main section on **Loss and Near Miss Investigations**, under the subheading Inspection of the Scene, please delete the 1st paragraph and substitute the following:

“The first priority is to help injured people. You may also need to notify and report the incident to your local regulator. For serious incidents, the site may need to be made safe but otherwise left undisturbed as a ‘crime scene’ pending an investigation by the police or a health and safety enforcement inspector.”

Unit IA | Element IA8

We have updated the study material for this element to include reference to a report on leadership published by EU-OSHA.

In your copy of the element, in the main section on Role of Non-Governmental Bodies and Health and Safety Standards, please add the following text at the end of the subsection entitled Role and Function of Corporate Governance in a System of Self-Regulation:



“A report from EU-OSHA, Leadership and Occupational Safety and Health (OSH) – An Expert Analysis, looks at corporate leadership factors on which success depends and identifies the following five broad guiding principles:

- 1. Leaders must take seriously their responsibility for the establishment of a positive prevention culture and employ leadership styles which take account of the cultural context in different groups or nations.*
- 2. Leaders should be seen to prioritise OSH policies above other corporate objectives, and apply them consistently across the organisation and over time.*
- 3. High-level management must be directly involved in implementing OSH policies which have the unequivocal commitment of an organisation’s board and senior management.*
- 4. Leaders should set out to cultivate an open atmosphere in which all can express their experience, views and ideas about OSH and which encourages collaboration between stakeholders, both internal and external, around delivery of a shared OSH vision.*
- 5. Leaders should show they value their employees, and promote active worker participation in the development and implementation of OSH measures.”*

Then add the following More box:

More...

The EU-OSHA report, Leadership and Occupational Safety and Health (OSH) – An Expert Analysis, looks at corporate leadership factors and analyses the results of 16 case studies from companies across the EU, identifying success factors and examples of good OSH leadership. The report is available at:

http://osha.europa.eu/en/publications/literature_reviews/leadership-and-occupational-safety-and-health-osh-an-expert-analysis/view.

Note: these changes will be made to your online material shortly.

Unit IC | Element IC2

We have updated the study material for this element to include reference to the UK HSE publication, INDG459 Oxygen Use in the Workplace: Fire and Explosion Hazards.

In your copy of the element, in the main section on **Properties of Flammable and Explosive Materials and The Mechanisms By Which They Ignite**, please insert the following More box at the end of the subsection entitled **Effects of Atomisation/Particle Size and Oxygen Content**:

More...

Guidance on the hazards from using oxygen in the workplace and the precautions needed when using oxygen equipment are set out in the UK HSE’s INDG459 *Oxygen Use in the Workplace: Fire and Explosion Hazards*, available at:

<http://www.hse.gov.uk/pubns/indg459.pdf>

Note: this change will be made to your online material shortly.



Unit ID

NEBOSH have recently announced changes to the submission dates for the Unit ID project. From 2014 there will be four submission dates each year rather than the current three. Please note carefully the following dates:

2013	2014 onwards
13 March	26 February
28 August	28 May
27 November	27 August
	26 November

NEBOSH Diploma in Environmental Management

Unit ED1

We have updated the study material for this unit to cover:

- The closure of Envirowise as a source of environmental information (Elements 1 and 9).
- The Doha Climate Change Conference (Element 1).
- Changes to the Kyoto Protocol (Elements 5 and 15).
- The **Pollution Prevention and Control (Scotland) Regulations 2012** (Elements 5, 6 and 7).
- The **Pollution Prevention and Control (Industrial Emissions) Regulations (Northern Ireland) 2012** (Elements 5 and 6).
- Changes to the location of free environmental guidance for businesses on the Web (Element 5).
- **Directive 2010/74/EU** on industrial emissions (integrated pollution prevention and control) (Element 6).
- A regulatory position statement from the Environment Agency on hazardous waste (Element 9).
- UK business recovery and recycling targets for 2013 to 2017 under the **Producer Responsibility Obligations (Packaging Waste) Regulations 2007** as amended (Element 9).
- The **Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012** (Elements 9 and 13).
- The 2013 edition of Technical Guidance Note (Monitoring) M2, *Monitoring of stack emissions to air* (Element 10).
- The Environment Agency's *Groundwater Protection: Principles and Practice (GP3)* as a source of further information (Element 11).
- Statutory Codes of Practice to protect groundwater (Element 11).
- *BS EN 16231 Energy efficiency benchmarking* and *BS EN 16247-1 Energy audits* (Element 15).
- Small amendments to the **Ecodesign for Energy-Related Products Regulations 2010** and the **Energy Information Regulations 2011** (Element 15).
- The **Greenhouse Gas Emissions Trading Scheme Regulations 2012** (Element 15).

Please refer to the Supplement by clicking on the following link.

[ED1 Supplement](#)

Note: these changes will be made to your online material shortly.



NEBOSH Certificate

NEBOSH International General Certificate

Unit IGC1 | Element 3

We have amended the study material for this element to clarify the merits and limitations of different forms of communication.

In your copy of the element, at the end of the main section on **Improving Health and Safety Behaviour**, please amend Revision Question 10 to read:

“What are the main merits and limitations of both written and verbal forms of communication?”

Unit IGC1 | Suggested Answers to Revision Questions

We have amended the Suggested Answers for Element 3 to reflect the above change to Question 10.

In your copy of the Suggested Answers, please delete the existing answer to Question 10 and substitute the following:

“The following table shows the main merits and limitations of the two forms of communication.

	Merits	Limitations
Written	Permanent record Can be referred back to Can be written carefully avoiding jargon Widely distributed with ease	Indirect Impersonal Immediate feedback not available Language/literacy issues may exist
Verbal	Personal and direct Immediate feedback Allows exchange of views	Language barriers May not be heard Information may be missed No written record

”

Note: these changes will be made to your online material shortly.

NEBOSH Fire Certificate

Unit FC1 | Element 6

We have updated the study material for this element to:

- Clarify the five steps of fire safety risk assessment.
- Include PAS 79:2012 *Fire Risk Assessment- Guidance and a recommended methodology* as a source of information.

Please refer to the Supplement by clicking on the following link.

[FC1 Supplement](#)

Note: these changes will be made to your online material shortly.



NEBOSH International Fire Certificate

Unit IFC1 | Element 6

We have updated the study material for this element to:

- Clarify the five steps of fire safety risk assessment.
- Include PAS 79:2012 *Fire Risk Assessment- Guidance and a recommended methodology* as a source of information.

Please refer to the Supplement by clicking on the following link.

[IFC1 Supplement](#)

Note: these changes will be made to your online material shortly.

NEBOSH National Certificate in Environmental Management

Unit NEC1

We have updated the study material for this unit to cover:

- The **Pollution Prevention and Control (Scotland) Regulations 2012** (Element 1).
- Changes to the sources of environmental information and advice, including the closure of Envirowise (Elements 3 and 6).
- The current position regarding registration for hazardous waste producers (Element 6).
- UK business recovery and recycling targets for 2013 to 2017 under the **Producer Responsibility Obligations (Packaging Waste) Regulations 2007** as amended (Element 6).

Please refer to the Supplement by clicking on the following link.

[NEC1 Supplement](#)

Note: these changes will be made to your online material shortly.

NEBOSH International Technical Certificate in Oil and Gas Operational Safety

Unit IOG1 | Element 1

We have updated the study material for this element to include reference to the UK HSE publication, INDG459 Oxygen Use in the Workplace: Fire and Explosion Hazards.

In your copy of the element, in the main section on Hazards Inherent in Oil and Gas, please insert the following More box at the end of the subsection entitled Properties and Hazards of Gases:

More...

Guidance on the hazards from using oxygen in the workplace and the precautions needed when using oxygen equipment are set out in the UK HSE's INDG459 Oxygen Use in the Workplace: Fire and Explosion Hazards, available at:

<http://www.hse.gov.uk/pubns/indg459.pdf>

Note: this change will be made to your online material shortly.



NEBOSH Award

NEBOSH Award in Health, Safety and Environment for the Process Industries

Unit PS2

We have updated the study material for this unit to cover:

- The closure of Envirowise as a source of environmental information (Elements 2 and 3).
- Changes to the exemptions for hazardous waste registration (Element 2).

Please refer to the Supplement by clicking on the following link.

[PS2 Supplement](#)

Note: these changes will be made to your online material shortly.

IEMA

IEMA Associate Certificate in Environmental Management

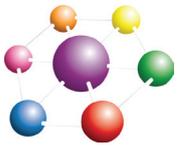
We have updated the study material for this course to cover:

- Changes to the Kyoto Protocol (Elements 2 and 3).
- **Directive 2010/74/EU** on industrial emissions (integrated pollution prevention and control) (Element 2).
- The inclusion of airline operators in the EU Emissions Trading Scheme (Element 3).
- The **Greenhouse Gas Emissions Trading Scheme Regulations 2012** (Element 3).
- A regulatory position statement from the Environment Agency on hazardous waste (Element 4).
- The Environment Agency's *Groundwater Protection: Principles and Practice (GP3)* as a source of further information (Element 5).
- The **Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012** (Elements 8 and 10).
- An additional recycling target for glass (Element 10).

Please refer to the Supplement by clicking on the following link.

[IEMA AC Supplement](#)

Note: these changes will be made to your online material shortly.



IEMA Foundation Certificate in Environmental Management

We have updated the study material for this course to cover:

- Changes to the Kyoto Protocol (Element 1).
- Changes to the sources and location of free environmental guidance for businesses on the Web (Elements 1 and 2).
- The **Pollution Prevention and Control (Scotland) Regulations 2012** (Element 2).
- The inclusion of airline operators in the EU Emissions Trading Scheme (Element 2).

Please refer to the Supplement by clicking on the following link.

[IEMA FC Supplement](#)

Note: these changes will be made to your online material shortly.

IEMA Introduction to Environmental Management Systems

Element 5

We have updated the study material for this element to cover changes to the sources and location of free environmental guidance for businesses on the Web.

In your copy of the element, in the main section on **Sources of Further Information or Advice**, under the subheading **Environmental Business Guidance**, please delete the existing text and substitute the following:

“Free environmental guidance for businesses throughout the UK is provided by the Environment Agency, the Northern Ireland Environment Agency and the Scottish Environment Protection Agency through the following organisations:

- *Gov.uk (UK): <https://www.gov.uk/>.*
- *NI BusinessInfo (Northern Ireland only): <http://www.nibusinessinfo.co.uk/>.*
- *Business Scotland (Scotland only): <http://www.business.scotland.gov.uk/>.*
- *Environment Agency: <http://www.environment-agency.gov.uk/>.”*

Then delete the whole subsection entitled Envirowise and substitute the following new subsection:

“Waste and Resources Action Programme (WRAP)

WRAP helps individuals, businesses and local authorities to reduce waste and recycle more, making better use of resources.

<http://www.wrap.org.uk/>”

Note: these changes will be made to your online material shortly.



Examination Closing Dates

The registration dates for the next available sittings for the NEBOSH exams are listed below. Please make sure you are aware of any mandatory entry requirements, such as submission of coursework, attendance at workshops, etc.

Please note that the following information is based on the National dates set by NEBOSH. Some centres arrange 'local' examination dates, which will fall on different days.

Course	RRC Exam Registration Closing Dates	Examination Date
NEBOSH Award in Health and Safety at Work/Process Industries		
Units: HSW1, HSEP1	10/03/2013	10/04/2013
	01/04/2013	08/05/2013
	01/05/2013	12/06/2013
NEBOSH National Certificate		
Units: NGC1, NGC2, FC1, NCC1, EC1, NHC1	01/04/2013	14/06/2013
NEBOSH International Certificate		
Units: IGC1, IGC2, IFC1, ICC1, IOG	01/04/2013	12/06/2013
NEBOSH Diploma in Environmental Management		
	01/04/2013	13/06/2013
NEBOSH Diploma Unit A/Unit IA		
	01/05/2013	02/07/2013
NEBOSH Diploma Unit B/Unit IB		
	01/05/2013	03/07/2013
NEBOSH Diploma Unit C/Unit IC		
	01/05/2013	04/07/2013

NEBOSH Diploma Unit D/Unit ID	2013 Project Submission Dates	2014 Project Submission Dates
From 2014 there will be four submission dates each year.	13/03/2013	26/02/2014
	28/08/2013	28/05/2014
	27/11/2013	27/08/2014
		26/11/2014

RRC Middle East

Please click the following link to access RRC Middle East to check course dates and fees for 2013.

www.rrc.com.bh