



PART A: COURSE INFORMATION

COURSE TITLE: _____

COURSE DATE: _____

COURSE LANGUAGE: _____ BATCH NO: _____

PART B: APPLICANT DETAILS

NAME (as in NRIC): _____ GENDER: Male Female

ID TYPE: NRIC Passport S-Pass Dependent's Pass PR Work Permit Employment Pass NATIONALITY: _____

NRIC/FIN/PP: _____ RACE: _____

CONTACT NUMBER: (HP) _____ DATE OF BIRTH: _____

EMAIL ADDRESS: _____

HIGHEST QUALIFICATION: _____

EMPLOYMENT STATUS: Employed (If employed, please state) Unemployed Company: _____ Designation: _____

If employed, please state monthly salary: Below \$1000 \$1000 - \$1499 \$1500 - \$2000 \$2000 - \$2500 \$2500 - \$3000 \$3000 - \$3500 \$3500 and above

Note: Required for SSG funding requirement

PART C: ACADEMIC/PROFESSIONAL QUALIFICATION/WORK EXPERIENCE

Academic Qualification:

'N' Level 'O' Level WPLN Diploma Degree (or) _____

Professional Qualification:

BCSS LSSC OPISCS SSSC CSSA ECO RM Level 4 Formwork WAH(S) RS

(or) Others _____

Work Experience: I have _____ years of experience in WSH in _____ Sector (industry).

(Participants shall provide copies of relevant certificates/documents/NRIC)

PART D: OTHER DETAILS (PLEASE TICK ACCORDINGLY)

1. Are you applying for funding? Yes No If yes, please state: _____

2. Have you been given funding before for the course you are applying for? Yes No If yes, please state: _____

3. Are you applying for Skills Future - Credit Yes No

*** Note: Skills Future Credit must be submitted 60 days before the course start date ***





Grant Details

1. Are you applying for SSG funding? Yes No

These grants are applicable only for Singapore citizens and Singapore Permanent Residents. Foreigners are not eligible.

Grant Disbursement Criteria

To qualify for grant disbursement, the following conditions must be met:

- **Training Grant Criteria:** To qualify for SkillsFuture Singapore (SSG), the trainee must be receiving at least **03** months of CPF contributions from the sponsoring company. **Otherwise, funding will likely be rejected, and we will have to back charge the fees to you. Thank you for your understanding**

Please note that the funding is subject to final approval and disbursement by Skills Future Singapore (SSG). If the funding is not approved or released for any reason after the course, the trainee and/or sponsoring company shall be liable to pay the full outstanding course fees. This may include, but is not limited to, reasons such as insufficient attendance, failure to meet assessment requirements, ineligibility based on CPF contributions, or any other non-compliance with SSG funding criteria

- **Attendance Requirement:** The Trainee must achieve 100% attendance.
- **Assessment:** The Trainee must pass all prescribed examinations or assessments.
- **Payment:** All course fees must be paid in full on or before course date

(Please note that EFG Training Services will not be held liable for any rejected grant applications if the required procedures And documentation is not followed.)

Singapore Citizens/Singapore Permanent Residents applying for grants- mandatory to take attendance using Singpass App





Terms and conditions

- Trainees are reminded to be dressed in proper attire. E.g. Long pants, shirts, covered shoes or safety shoes for classes etc. No shorts and slippers are allowed.
- Participants are reminded to be in class on time. Latecomers are STRICTLY NOT ALLOWED into the class.
- Results will not be uploaded to MOM website, if the trainee is registered for the course with the passport number.
- Personal information collected is for the use ONLY for course registration, account servicing of course-related activities, course survey and / or for application of course-related funding (only if applicable)
- Course surveys shall be conducted by SSG for selected courses through the trainees' emails or contact given
- Registration forms shall be submitted 3 days before the course commencement date
- **The company reserves the right to revise the course fee without prior notice, to cancel or postpone the course due to unforeseen circumstances.**

Refund and Withdrawal Policy

- Payment is required upon receipt of confirmation.
- A **100% refund** will be provided if a written notice of withdrawal is received by EFG at least **three (3) working days before** the course commencement date.
- No refund will be given if EFG receives the notice of withdrawal **within three (3) working days** before the course commencement date.
- No refund will be issued if the participant **fails to attend the course** on the commencement date or **discontinues mid-way** through the course.
- Participant replacement is allowed, provided that the request is made **prior to course commencement**.
- If EFG cancels the course **within three (3) working days** before the course commencement date, the refund or alternative arrangement will be **reviewed and decided by Management on a case-by-case basis**.
- EFG reserves the right to review and decide on any exceptional cases at Management's discretion.





I, the Applicant consents to the collection, use and disclosure of my personal data and training records to companies that access the Ministry of Manpower (MOM)'s Training Record System (TRS). Companies using the Check Workers' WSH Training Records eService on the MOM website may verify my training records, including the following information:

- Identification Number (Work Permit / FIN / NRIC Number) & Name Eligibility for 4 years of Safety Orientation Course (CSOC / SSIC / MSOC certification, if applicable) & Course Title & Name of Training Provider & Date of Assessment & Certificate Expiry Date & Result of Assessment
- I confirm I have received and understood pre-course information and all pages of this document.

By checking the boxes above and signing below, I confirm my consent for the disclosure of the selected information.

Name:

Signature

Date

Course Fees: \$300/-per participant (Excluding 9% GST)

Total course fee: \$____

Payment Mode: Cash Cheque Cheque No. _____ Pay Now Bank Transfer

(payable to EFG Training Services Private Ltd)

For Office Use Only

Verify By:

Signature:

Date:





Workplace Safety and Health Control Measures



Course Overview

On completion of this unit, learners will acquire the knowledge and skills to be a RM Team Leader/Risk Management Champion for the organization in reducing risks at source by managing the risk management process at workplace.

It involves developing a practical risk management implementation plan for the organization which identify specific actions to be taken, by whom and time for their completion.

It also entails formation of risk management team, risk assessment, controlling and monitoring the risks, communicating these risks to all persons involved and in compliance with the Risk Management Code of Practice (RMCP).

Who should attend this course?

The occupations that this unit would be relevant to include but not limited to:

- Management
- Health & Safety personnel
- Line Supervisors
- Team Leaders
- Risk Management Champions
- Who are involved in planning/executing / assessment or management of work activities in construction and other industries.

Course Objectives

- Know the formation of risk management team
- Familiar with risk identification, risk evaluation and risk control measures
- Know the knowledge of risk communication and record-keeping
- Be able to develop a practical risk management implementation plan for the organization
- To act as risk management champion in the organization

Pre-Requisites / Assume Skills and Knowledge

Literacy and Numeracy

The Learner should have at least WSQ ESS Workplace Literacy and Numeracy Level 5 and above or GCE O Level or Equivalent

Trainer to Trainee Ratio

1: 20 (Classroom)



Attendance requirements

100%

Assessment

Individuals will be assessed through various methodologies such as written questioning, e-assignment, case studies, practical and oral questioning etc.

Training Methodology

Lecture presentation, group discussion, Learning activity, presentation Hands on written assignment.

Medium of Instruction

English

Passing marks

Learner must achieve 100%

Certifications

Upon successful completion of the course a Statement of Attainment (SOA) will be awarded by Skills Future Singapore Agency (SSG). Certificates Cards shall be endorsed by EFG Training Services Private Ltd and issued to participants at the end of course

Course Fees

\$300+GST

Course Venue

Venue 1&2: No. 3 Soon Lee Street, #01-16&23 Pioneer Junction, Singapore 627606

Venue 3: No. 5 Soon Lee Street, #04-19 Pioneer Point, Singapore 627607.



Funding & Claims



1. Skills future credit/funding available

SFC:
-All Singaporeans aged 25 and above can use their \$500 Skill Future Credit from the government to pay for a wide range of approved skills-related courses. visit the Skills Future Credit website (www.skillsfuture.sg/credit) to choose from the courses available on the Training Exchange course directory

Mandatory adoption of e-attendance via SingPass from 1 October 2023: As per the SSG regulation we are introducing “e-attendance via Sing Pass,” for participants applying for funding. To ensure a smooth process, please verify your Sing Pass app access before attending the course. Kindly note that manual attendance submissions will not be accepted for funding invoices. Thank you for your cooperation.

Skills Future Singapore Hotline: For enquiries relating to skills, training and portal issues, please contact Skills Future Singapore at 6785 5785

Type	Singapore Citizens and Singapore Permanent Residents	Employer-Sponsored and Self-Sponsored Singapore Citizens (Aged 40 years old and above)	SME-Sponsored Local Employees (i.e. Singapore Citizens and Permanent Residents)
	Funding Source		
	SkillsFuture Funding (Baseline)	SkillsFuture Mid-Career Enhanced Subsidy	SkillsFuture Enhanced Training Support for SMEs
Course Fee	\$300	\$300	\$300
SkillsFuture Funding	\$150	\$210	\$210
Total Nett Fee	\$150	\$90	\$90
GST (9% x \$300)	\$27	\$27	\$27
Total Fee Payable to EFG Training Services Pte Ltd	\$177	\$117	\$117
Payment Mode	Bank Transfer, PayNow, Cheque, SkillsFuture Credit		



E

Workplace Safety and Health Control Measures



Ways to register

EFG TRAINING SERVICES PRIVATE LTD

WSQ Approved Training Organization (SSG), Learning Service Provider by GIC.

No: 3 Soon Lee Street # 01-16&23 Pioneer Junction

Tel: 6334-7872, WhatsApp: 91814091

Singapore 627606

E-mail: admin@efg.com.sg

Website: www.efg.com.sg

