

## National Workplace Safety & Health Campaign 2010 Implementing Risk Management for SMEs in Service, Hospitality and Retail Sectors

Date: 26 May 2010 Time: 1.30–5.00pm  
Venue: **SBF Seminar Room 2 (21st Level, Keppel Towers)**  
Fee per pax (incl 7% GST): **S\$ 50 (SBF Member) S\$ 100 (Non-Member)**

**T**he Workplace Safety and Health Act (WSHA) have been in force since 2006. The current scope of the WSH Act covers all factories and certain workplaces.

**W**ith effect from **September 2011**, the scope of WSH Act will be **EXTENDED to ALL workplaces**. Do you know how your business will be affected and what you need to do to prepare for it? Do you know what will happen to your business, if your employees or customers are injured due to an accident in your place of work or business?

**I**s your workplace safe for your employees and customers? What are the implications to your business with the extension of the Work Safety & Health (WSH) Act?

**T**he best way to prevent workplaces accidents is to be prepared for it. Being prepared for nasty surprises prevents business disruption. Risk management is a systematic approach to reducing risk posed by hazards. The WSH (Risk Management) Regulations requires risk assessment to be carried out and reasonably practicable measures are taken to eliminate foreseeable risks. Persons exposed to such risks are to be informed of the risks and control measures.

**T**his half day seminar aims to provide an overview on-

- 1) How to prevent and minimise accidents in the workplace
- 2) Risk Management as a systematic approach to reducing risk posed by hazards
- 3) The WSH Act and how it will affect your business

### *Programme*

<b>1.30pm</b>	<b>REGISTRATION</b>
<b>2.00pm</b>	<b>Speaker - WSH Council</b> <ol style="list-style-type: none"> <li>1. WSH performance of Singapore, past and present</li> <li>2. Risk Management regulatory requirements (subject to WSH Act)</li> <li>3. bizSAFE Programme: helping you meet the regulatory requirements</li> <li>4. "What is our attitude towards safety?"</li> </ol>
<b>2.30pm</b>	<b>Speaker- Mr Touw June Wah, Deputy Director, Capacity Building Division, Singapore Business Federation</b> <ol style="list-style-type: none"> <li>1. Why is Business Continuity Management (BCM) important to your business and work place safety &amp; health?</li> <li>2. Introduction to the National BCM programme &amp; the Flu Pandemic BC programme</li> <li>3. Available funding for BCM</li> </ol>
<b>3.00pm</b>	<b>REFRESHMENTS</b>
<b>3.30pm</b>	<b>Speaker - Mr Yew Ming Hock – Member, Singapore Institute of Safety Officers (SISO) member &amp; Director of Nexus Quest Pte Ltd with more than 20 years of industry experience helping the service, hospitality and retail industries.</b> <p>Implementing Risk Management for SMEs in Service, Hospitality and Retail Sectors</p> <ul style="list-style-type: none"> <li>- Uncovering hazards in the service, hospitality and retail industries</li> <li>- Carrying out risk management for the service, hospitality and retail industries</li> <li>- How SMEs in the service, hospitality and retail industries can tap on resources for carrying out risk management</li> </ul>
<b>4.00pm</b>	<b>Q &amp; A Session</b>
<b>5.00pm</b>	<b>END</b>
*Programme and seminar outline are correct at time of print.	

## Target Audience

Supervisors, Admin & HR Managers, General Managers, Managing Directors, Directors, CEOs & business owners



## Administrative Details

- Please fax this registration form to reserve a seat, followed by mail copy of this form and a cheque to **SBF** (10 Hoe Chiang Road, #22-01 Keppel Towers, Singapore 089315). Cheque should be made payable to "**Singapore Business Federation**". Please indicate the Ref No. and company's name, participant's name at the back of the cheque.
- Registration is on a first-come first-served basis. No cancellation will be allowed upon registration, but attendance by a replacement delegate from your company is allowed. We regret that no refund will be made for cancellation and non-attendance.
- Confirmation of your registration will be emailed to your company upon receipt of full payment.

*NOTE: As a precautionary measure, our advice is for members who are unwell not to attend the session.*

<b>Ref No: MBER 090/260510/04W</b> <b>REGISTRATION FORM</b> - Attn: MR Dept/Celest (Closing date: 21 May 2010) Fax: 67340610 / 68276801	<u>For Official Use: (RT)</u>
Name (Mr/Ms): _____ Desgn: _____	
Tel: _____ Hp: _____ Fax: _____	
Email: _____	
Company: _____	
SBF Mbrship No: _____	Serial No:
Address (For Non-Mbr): _____	