



Construction Safety Officer Course

Course Objectives

The purpose of the course is to provide students with an in-depth understanding of the construction industry in the fields of "occupational safety", "occupational health", "safety management" and "occupational safety and health legislation" through course training and internship, including mastering the basic theoretical knowledge and methods of modern safety management, the ability to manage site safety, formulate and implement site safety management systems, and conduct employee safety education and training to assist employers in self-regulation of occupational safety and health projects and improve the safety of workers in the industry culture and work safety levels. In addition, "site inspection and internship" are also included in the course to provide students with the opportunity to practice what they learn.

This course complies with the Construction Safety Officer Course specified in Article 20 "Requirements for Issuance of Safety Officer License" in Law No. 2/2023 "Construction Industry Occupational Safety and Health Law", Paragraph 1 (3).

Part I : Occupational Safety

Part II : Occupational Health

Part III : Safety management

Part IV : Legislation

Course Schedule

June 1 to October 4, 2024, every Friday from 19:00-22:00, and every Saturday (9:30-12:30, 14:00-17:00)

(June 29, August 31 and September 21 are tentatively designated as site visit and inspection days, and these sessions must be attended)

Certificates and awards

Students who have completed the above four subjects and passed all four examinations will receive a certificate jointly issued by the Labour Affairs Bureau and the Center for Continuing Education of the University of Macau. Students must meet the attendance requirements for each part of the class (see the detailed attendance system), and the attendance rate on site visits and inspection days must reach 100% to be eligible to take part in the exam; the exam score is 60 points to pass.

Students who complete Parts 1 to 4 of the entire course in one intake and obtain a certificate will receive a training subsidy of MOP 2,500 from the Labour Affairs Bureau.

Course Details

Deadline	<u>17 May 2024</u>
Trainer	Trainers in the field of occupational safety and health
Language	The medium of instruction for the course is English, and with Chinese and English cases. Students can choose to answer in Chinese, Portuguese or English in the examination.
Duration	150 hours
Fee	Tuition Fee MOP9,800 Application Fee MOP 100 Tuition fee and application fee will be notified and paid separately after admission is confirmed. (Once the course is started, the fees paid are non-refundable)
Target Students	Macao residents who are already engaged in or are aspiring to engage in safety and health management in the construction industry in Macao.
Application Requirement	Those who hold Macao resident identity cards and occupational safety card for industry; must have a high school diploma or above; have at least two years of experience in construction or construction industry safety management; and have good command of understanding, expression and writing skills in English before enrolling. Subject to selection.
How to apply	From now until 17 May 2024, register on the website of the Center for Continuing Education of the University of Macau and upload the following electronic files to the registration system: 1. Copy of valid Macau Resident Identity Card 2. Copy of highest academic qualification document 3. Copy of valid Occupational Safety Card for Construction Industry 4. Proof of at least two years of experience in engineering construction or safety management in the construction industry (must show the position, specific job content, name and professional title of the employer or his representative, and must be stamped with the company chop and signature of the employer or his representative) <u>(All the above documents must be uploaded together when registering. Failure to complete any document will be considered as invalid registration.)</u>

Venue University of Macau

For student notice and course enquires, please read the overleaf 



《Construction Safety Officer Course》2024

Student Notice

1. Attendance System

- a. Student must have attained required number of sessions (3 hours each session) for Part One to Part Four in order to take the examinations of concerned Part:
 - i. There are 16 sessions in Part One, including 15 sessions of theory course (45 hours in total) and 1 session of site visit. Of which, it is required to attend 13 sessions of theory course (39 hours in total) and 1 session of site visit, in order to be qualified to take the examination.
 - ii. There are 13 sessions in Part Two, of which it is required to attend 11 sessions of theory course (33 hours in total), in order to be qualified to take the examination.
 - iii. There are 8 sessions in Part Three, including 7 sessions of theory course (21 hours in total) and 1 session of site visit. Of which, it is required to attend 6 sessions of theory course (18 hours in total) and 1 session of site visit, in order to be qualified to take the examination.
 - iv. There are 9 sessions in Part Four, including 8 sessions of theory course (24 hours in total) and 1 session of site visit. Of which, it is required to attend 7 sessions of theory course (21 hours in total) and 1 session of site visit, in order to be qualified to take the examination.
- b. It is counted as “Absent” in the following circumstances:
 - i. Student’ signature is missing in the attendance sheet (either in the box of “before class” or “after class”, or both).
 - ii. Student is late or leaves early for class for 30 minutes or above.
 - iii. Student does not attend the class.
- c. Student will be counted as absent for any reason. No make-up class arrangement will be provided for this course.
- d. If student is not allowed to take the examination due to not fulfill the required number of course hours mentioned in Point A of this Student Notice, student could apply for retake of that whole Part.

2. Retake Arrangement

- a. Student should fulfil any of the following conditions for the application of retake:
 - i. Student fails to attain the required attendance rate
 - ii. Student fails the examination
- b. Regulation and Arrangement for Retake
 - i. Student must have completed at least two Parts and passed both examinations in order to apply to retake the remaining Parts. If student fails more than two Parts of the course, student have to enroll the whole course again.
 - ii. Student must settle the tuition fee and retake the whole Part within the following year if the retake application is accepted.
 - iii. Student must achieve the required attendance rate and pass the examination to get the course certificate. Nevertheless, it is not qualified to receive the MOP2,500.00 subsidy offered by DSAL.
 - iv. No certificate will be awarded if student fails to achieve the required attendance rate, fails the examination or fails to retake the course within the required period.

3. General Rules

- a. If the misconduct is found to have happened, student will be dismissed and the tuition fee will not be returned.
- b. Trainers may check students’ identity cards if deemed as needed.
- c. Invigilators may ask student to leave the venue if misbehavior is found to have happened.
- d. If student is caught cheating in an examination, the examination result and qualification for such Part will be cancelled.

4. Enquiry

The Centre for Continuing Education, University of Macau

Address: Ground Floor, BOC Centennial Building, University of Macau, E3

Avenida da Universidade, Taipa, Macau, China

Phone: 8822 4545 Website: <http://cce.um.edu.mo/>

Office Hours: Monday to Friday 10:00 - 20:00 Saturday 10:00 – 17:00 Sunday 10:00 – 13:00 (Closed on public holidays)