Safety Audit & Site Inspection: Comprehensive 1-Week Course

16 – 20 November 2026
Kuala Lumpur (Malaysia)

UK Traininig
PARTNER



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Why This Course

Workplace safety is more than a regulatory requirement—it is a critical factor in protecting employees, reducing risks, and maintaining operational efficiency. Organizations that conduct thorough safety audits and inspections can identify hazards early, prevent incidents, and foster a proactive safety culture.

This intensive 1-week program equips safety professionals and managers with the practical knowledge, tools, and techniques to conduct effective safety audits and site inspections. By combining legal understanding, industry best practices, and hands-on exercises, participants gain the skills needed to improve safety management systems and drive measurable safety outcomes.

What You'll Learn and Practice

By participating in this program, you will:

- Understand the legal framework and regulatory requirements for safety audits.
- Master techniques for conducting comprehensive workplace safety assessments.
- Identify hazards, assess risks, and implement appropriate control measures.
- Develop and implement effective safety management systems.
- Gain hands-on experience in performing on-site safety inspections.
- Strengthen reporting and communication skills for presenting findings and recommendations.

The Program Flow

Day 1: Introduction to Safety Audits and Inspections

- Overview of legal aspects and regulatory requirements.
- Types and purposes of safety audits.
- Key elements of an effective safety management system.
- Planning and preparing for audits and inspections.

Day 2: Audit Techniques and Methodologies

- Methods and tools for collecting audit data.
- Conducting effective interviews during safety audits.
- Reviewing and analyzing safety documentation.
- Observation skills for identifying workplace hazards.



Day 3: Risk Assessment and Control Measures

- Techniques for identifying hazards across the workplace.
- Applying structured risk assessment methodologies.
- Understanding and implementing the hierarchy of control measures.
- Developing actionable corrective action plans.

Day 4: Site Inspection Practices

- Types of site inspections and their purposes.
- Pre-inspection planning and checklist preparation.
- Conducting walk-through inspections efficiently.
- Specialized inspection techniques e.g., confined spaces, working at heights.

Day 5: Reporting and Follow-up

- Writing clear, actionable audit and inspection reports.
- Presenting findings effectively to management and stakeholders.
- Implementing corrective actions and tracking their effectiveness.
- Embedding continuous improvement practices in safety management.

Individual Impact

- Ability to conduct structured, comprehensive safety audits and inspections.
- Enhanced skills in hazard identification, risk assessment, and control implementation.
- Improved confidence in developing and managing safety management systems.
- Strengthened reporting, presentation, and communication capabilities.

Organizational Impact

- Reduce workplace incidents and enhance employee safety.
- Strengthen compliance with legal and regulatory requirements.
- Foster a proactive safety culture across teams and departments.
- Improve operational efficiency by addressing hazards before they become risks.
- Establish reliable systems for continuous improvement in safety management.

Training Methodology

This program combines practical exercises with structured learning to maximize impact. Methods include:

- Case studies of real-world safety scenarios.
- Hands-on site inspection exercises and walk-throughs.
- Group discussions and role-playing for hazard identification and risk assessment.
- Templates, checklists, and reporting tools for immediate workplace application.



Beyond the Course

After completing this program, participants will be able to:

- Plan, conduct, and report on comprehensive safety audits and inspections.
- Identify hazards, assess risks, and implement effective control measures.
- Develop and maintain robust safety management systems.
- Communicate safety findings clearly and implement corrective actions.
- Contribute to a safer, more compliant, and proactive organizational safety culture.

This program provides a structured pathway for safety professionals to enhance their auditing and inspection skills, strengthen organizational safety performance, and create a safer workplace for all employees.

