



香港學術及職業資歷評審局  
Hong Kong Council for Accreditation of  
Academic & Vocational Qualifications

## **SUMMARY ACCREDITATION REPORT**

**Professional Services Division  
(OSH Training Administration),  
Occupational Safety and Health Council**

**Learning Programme Accreditation at QF Level 4**

**Professional Diploma in  
Applied Occupational Safety and Health**

**June 2015**

This accreditation report is issued by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) in its capacity as the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO). This report outlines the HKCAAVQ's determination, the validity period of the determination as well as any conditions or restrictions on the determination.

## 1. Introduction

- 1.1 The Occupational Safety and Health Council (OSHC) was established under the Occupational Safety and Health Council Ordinance in 1988 as a statutory body. The Professional Services Division (OSH Training Administration), OSHC is responsible for the provision of occupational safety and health education. It obtained Initial Evaluation status at QF Levels 1-3 in 2010, Initial Evaluation status at QF Levels 1-4 and Programme Validation at QF Level 3 of Certificate in Safety and Health for Supervisors (Construction) in 2013.
- 1.2 Based on the Service Agreement, the HKCAAVQ was commissioned by the Professional Services Division (OSH Training Administration), Occupational Safety and Health Council 職業安全健康局轄下專業服務部（職業安全健康課程管理）(the Operator) to conduct a Learning Programme Accreditation exercise to assess and determine whether the following learning programme achieves the stated objectives and meets the Qualifications Framework (QF) standard at the proposed QF Level:

Professional Diploma in Applied Occupational Safety and Health (PDAOSH) at QF Level 4

## 2. HKCAAVQ's Accreditation Determination

Having due consideration of the accreditation panel's observations and comments as presented in this Report, the HKCAAVQ makes the following accreditation determination:

- Approval

<b>Name of Operator</b>	Professional Services Division (OSH Training Administration), Occupational Safety and Health Council 職業安全健康局轄下專業服務部（職業安全健康課程管理）
<b>Name of Award Granting Body</b>	Professional Services Division (OSH Training Administration), Occupational Safety and Health Council 職業安全健康局轄下專業服務部（職業安全健康課程管理）
<b>Title of Learning Programme</b>	Professional Diploma in Applied Occupational Safety and Health 應用職業安全及健康專業文憑

<b>Title of Qualification (Exit Award)</b>	Professional Diploma in Applied Occupational Safety and Health 應用職業安全及健康專業文憑
<b>Primary Area of Study / Training</b>	Architecture, Construction and Town Planning
<b>Other Area of Study / Training</b>	Medicine, Dentistry and Health Sciences
<b>Industry</b>	Not applicable
<b>Branch</b>	Not applicable
<b>QF Level</b>	Level 4
<b>QF Credit(s)</b>	60
<b>Mode of Delivery and Programme Length</b>	Part-time, 9 months 603 notional learning hours (including 189 contact hours)
<b>Intermediate Exit Award</b>	Not applicable
<b>Validity Period</b>	3 years (01 March 2016 to 28 February 2019)
<b>Number of Enrolment</b>	One enrolment per year
<b>Maximum Number of New Students</b>	Maximum of 40 learners per intake
<b>Specification of Competency Standards Based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Special Notes to be included on the QR</b>	Not applicable
<b>Address of Teaching/ Training Venues</b>	1. OSHC OSH Academy, 62 Chung Mei Road, Tsing Yi, New Territories 新界青衣涌美路 62 號職安局職安健學院 2. North Point OSH Training Centre, 18/F, China United Centre, 28 Marble Road, North Point, Hong Kong 香港北角馬寶道 28 號華匯中心 18 樓北角職安健訓練中心

Requirements	Date of Fulfilment
1. The Operator is to revise “Module 6: Project” to ensure that the scope of the project is clearly defined. The module objectives, module syllabus as well as the teaching materials should be cohesive and structured, and aligned with the standards at QF Level 4. Supervision arrangements, marking schemes and the moderation mechanism should be clearly documented. The revised “Module 6: Project” is to be submitted to the HKCAAVQ on or before 30 September 2015.	On or before 30 September 2015
2. The Operator is to review the admission requirements to ensure that learners have the knowledge and skills to undertake the programme and achieve the intended learning outcomes. The report is to be submitted to the HKCAAVQ on or before 31 March 2017.	On or before 31 March 2017

Recommendations
<p>1. The Operator is recommended to draw up a clear policy on plagiarism, and consider sourcing an electronic plagiarism detection tool for monitoring learners’ submissions.</p> <p>2. The Operator is recommended to compile a set of structured guidance notes of reference materials and a list of available resources for learners at the beginning of the programme.</p>

### 3. Programme Details

The following is the programme information provided by the Operator.

#### 3.1 Programme Objectives

The Professional Diploma in Applied Occupational Safety and Health (PDAOSH) Programme is designed for those who are interested in the field of occupational safety and health and/ or planning to enter the profession as Registered Safety Officers in Hong Kong. It aims to provide a well-structured and practical training for those who handle occupational safety and health matters in their workplace and to provide those who aspire to fulfil the training requirement for Registered Safety Officers under the Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Regulations.

#### 3.2 Programme Intended Learning Outcomes

Upon completion of the programme, students should be able to:

- Comprehend the technical skills required for implementing effective OSH measures in the workplaces;

- Investigate and analyse the identified problems in the workplaces based on their understanding of the concepts and principles in occupational safety and health; and
- Formulate work plan and advice to the stakeholders on the OSH preventive measures that should be implemented.

### 3.3 Programme Structure

<b>Module Title</b>	<b>QF Credit</b>
Module 1: Safety and Health Legislation	
Module 2: Accident Prevention Technology	
Module 3: Safety and Health Management	
Module 4: Occupational Health and Hygiene	
Module 5: Practical Site Safety Inspection	
Module 6: Project	
<b>Total:</b>	<b>60</b>

### 3.4 Graduation Requirements

- A student is required to obtain a minimum mark of 50% (passing mark) for each assessment component.
- A student shall be assessed for every module of the programme that she/he has registered for on the basis of her/his academic performance.
- A student must maintain an attendance rate of 80% or above in order to pass a module, unless under very special circumstances and subject to approval of the Programme Leader in consultation with Quality Assurance Sub-Committee.

### 3.5 Admission Requirements

To be eligible for admission to the programme, a candidate should meet one of the following requirements:

- 5 subjects at Level 2 in HKDSE, including English Language and Chinese Language, or equivalent.
- Mature applicants (aged 21 or above at the start of the programme), with 3 years of work experience and a pass in both English Language and Chinese Language in HKCEE (Grade E) or HKDSE (Level 2), or equivalent.

## 4. Substantial Change

4.1 Maintenance of the HKCAAVQ accreditation status during the validity period is subject to no substantial change being made without prior approval by the HKCAAVQ.

## 5. Qualifications Register

5.1 Qualifications accredited by the HKCAAVQ are eligible for entry into the Qualifications Register (QR) at <http://www.hkqr.gov.hk> for recognition under the

Qualifications Framework (QF). Operators should apply separately to have their quality-assured qualifications entered into the QR.

- 5.2 Only learners who are admitted to the named accredited learning programme during the validity period and who have graduated with the named qualification uploaded in the QR will be considered to have acquired a qualification recognised under the QF.

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