



**Training and
Consultancy
Services**

EXECUTIVE SUMMARY

Combined Training Solutions Limited (CTS) is a company with its core focus in Health and Safety Consultancy and Training based in the United Kingdom with a branch in Lagos, Nigeria.

We are an internationally and nationally approved Health and Safety provider with Lagos State Safety Commission, Lagos State Fire Services, Institution of Occupational Safety and Health (IOSH), Professional Evaluation and Certification Board (PECB) and OTHM Qualifications. Who offers a world-class consultancy and training services around the globe. CTS was appointed as the Consultant for Financial Institutions on safety Practices in Lagos State in 2017.

CTS is a firm of Safety & Project management Consultants and Risk managers dedicated to prevention of losses and promotion of occupational health, safety, security, environment and project management methodologies.

CTS has over the years developed consulting services and has also consistently proved to be effective in providing solutions to challenge issues of safety, health and environment. As well as a world-class training program to effectively bring about a paradigm shift in the minds of participants in our training programmes and thereby transforming company operations.

Partners





HSE Consultancy Services

HSE CONSULTANCY SERVICES

Advisory Services

- Design, Develop and Implementation of Health and Safety Management Systems.
- Health and Safety Site Inspection
- Accident Investigation
- Emergency Response Plan
- Fire Drills
- Employee safety handbook
- General hazard Identification & Risk assessment

International Certification

(ISO 45001, ISO 22301, ISO 31000)

- Implementation of ISO Management System
- Gap analysis
- Documentation Development
- Pre-assessment audit
- Audit
- Assistance in selection of ISO certification body and ensuring successful completion of the ISO certification audit.

Health and Safety Audit

- Internal Audit (First Party)
- External Audit (Second Party)
- Certification Audit (Third Party)
- Regulatory Compliance Audit - Lagos State

The background of the slide is a solid purple color. In the center, there is a faint, semi-transparent image of a lightbulb floating above a group of stylized human figures. The figures are represented by simple, rounded shapes, with one figure in the foreground being more prominent than the others behind it.

TALENT ACQUISITION

TALENT ACQUISITION

Ctsglobe is made up of leading HSE talent sourcing and selection specialists from Africa and the UK.

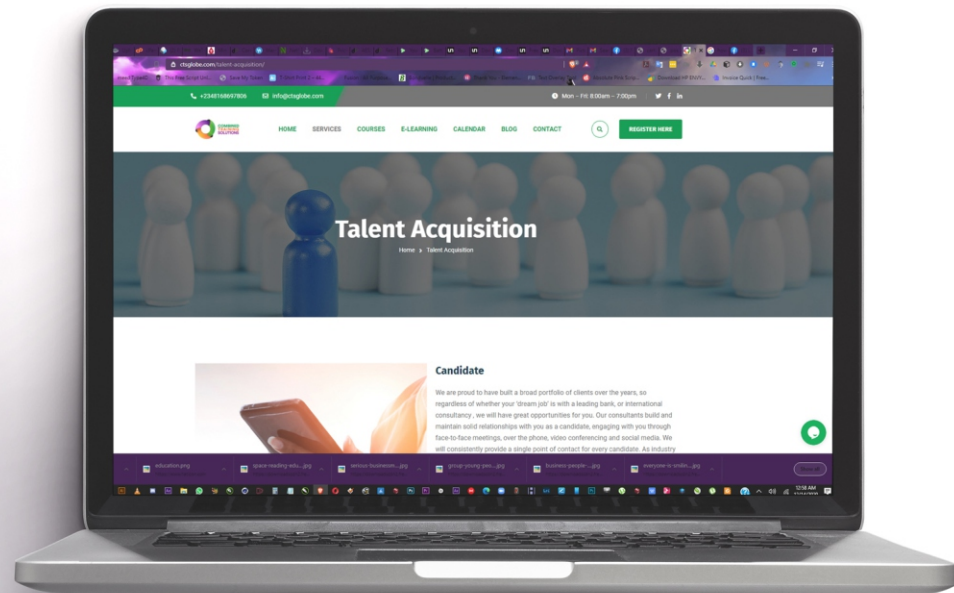
We can offer to the HR profession of organizations a shared vision of high quality talent sourcing and acquisition services across each region.

A good talent acquisition strategy can help your organization to transform recruiting from a reactive, as-needed function to a strategic, proactive hiring process.

Our talent acquisition professionals are skilled in candidate sourcing strategies, talent assessment, and current compliance and hiring standards.

To find out more visit

www.ctsglobe.com





Training



IOSH COURSES





IOSH COURSES

Qualification Title: **IOSH Working Safely**

Duration: **1 Day**

Who should attend?

Employee from any sector at any level.

Learning Objective

IOSH Working Safely is a basic risk management health and safety certificate for employees. It enables people who work as part of a team to meet their responsibilities for health and safety in the workplace. It focuses on raising awareness towards best practice, as opposed to focusing on legislation.

At the end of the training participants will:

- Understand why they must 'work safely.
- Understand the difference between hazards & risks.
- Understand hazard identification.
- Appreciate and improve upon safety performance within the workplace.
- Hold a recognized health & safety certification.

IOSH Working Safely course modules:

- Module 1. Introducing working safely
- Module 2. Defining hazard and risk
- Module 3. Identifying common hazards
- Module 4. Improving safety performance
- Module 5. Environmental issuesDeal with stress

Prerequisites

None

Course Benefits

- It's a proven method to increase productivity and the level of performance of workers.
- Ensures delegates can define hazards and risks
- Ensures delegates can identify common hazards
- Improves overall safety performance

Certification

Successful delegates will receive an international-ly-recognised IOSH Working Safely qualification.



IOSH COURSES

Qualification Title: **IOSH Managing Safely**

Duration: **3 Days**

Who should attend?

Employee in a line management, supervisory or team leader role in any size of organisation in any sector.

Learning Objective

- Upon completion of the course, learners will be able to:
- Describe the key reasons to manage health and safety in the workplace
- Define the key terms relating to health and safety
- Identify how the law can have an impact on health and safety in the workplace
- Describe how to assess, reduce and control risk in the workplace
- Identify workplace hazards and risks, assess their impact and how to manage them
- Identify how to evaluate and respond to an incident
- List the characteristics and benefits of an effective health and safety management system

Course Modules:

Managing safely covers the following modules:

- Introduction to Managing Safely
- Assessing risk
- Controlling risk
- Understanding responsibilities
- Understanding hazards
- Investigating accidents
- Measuring performance

Prerequisites

None

Course Benefits

- Recognise hazards found in the workplace
- Greater productivity – fewer hours lost to sickness and accidents
- Produce and record basic risk assessments
- Recommend control measures as a result of the basic risk assessments
- Provide management practices and principles as part of a complete management strategy
- Plan, create and implement actions to meet health and safety objectives

Certification

Successful delegates will receive an internationally-recognised IOSH Managing Safely qualification.

Qualification Title: **IOSH Managing Occupational Health & Wellbeing**

Duration: **1 Day**

Who should attend?

Anyone in a supervisory or managerial role who wants to be better equipped to deal with the diverse range of health issues that can affect a modern workforce.

Learning Objective

- The importance of health management and the key health needs of the organisation
- Types of health hazards and how to assess, control and monitor the associated risks
- Types of personal or health conditions that affect fitness for work and how to assess and manage their impact
- What wellbeing is, how it adds value to the organisation and how to promote healthy lifestyles and positive mental health to enable a healthy workplace culture

Course Modules:

- A healthy company
- Health risk assessment
- Fitness for work
- Wellbeing

Prerequisites

None

Course Benefits

- Provides a full understanding of your responsibilities for health and wellbeing at work
- Gives you the skills and knowledge to keep your team healthy at work
- Empowers you to measure your own performance against good practice

Certification

Successful delegates will receive an internationally-recognised IOSH Managing Occupational Health and Well-being qualification.

Qualification Title: IOSH Leading Safely Course

Duration: 4 Hours

Who should attend?

This course is designed for directors, senior executives and senior managers in all industries.

Learning Objective

- Understanding safety and health leadership, its importance and key behaviours
- Looking at when things go wrong - case studies
- Getting leadership right - case studies
- Actions and commitment - reviewing your behaviours and making personal commitments for change

Course Modules:

- Recognising the value of strategic safety and health and its integration into management systems
- Your personal health and safety responsibilities
- The consequences of poor safety and health
- Planning the overall direction of health and safety in your organisation
- Resourcing health and safety management
- Monitoring and reviewing health and safety performance
- How to make improvements in your health and safety management

Prerequisites

None

Course Benefits

This course offers a clear and informative overview on leading positive health and safety management change. For your organisation, this course offers a boost in productivity and reputation as your health and safety processes improve and you build a strong safety culture.

Certification

Successful delegates will receive an internationally-recognised IOSH Leading Safely qualification.



PECB COURSES





Qualification Title: ISO 45001 Lead Auditor

Duration: 5 Days

Who should attend?

This course is designed for Health & Safety Compliance Managers, Internal Auditors Team Members, Management Representatives.

Learning Objective

- Understand the operations of an Occupational Health and Safety Management System (OH&S MS) based on ISO 45001
- Acknowledge the correlation between ISO 45001 and other standards and regulatory frameworks
- Understand the auditor's role in planning, leading and following-up on a management system audit in accordance with ISO 19011
- Learn how to interpret the requirements of ISO 45001 in the context of an OH&S MS audit.

Course Modules:

- Introduction to Auditing and important Audit terminologies
- Requirement for planning the audits
- Stage 1 (Desktop) Auditing
- Planning for Onsite Auditing
- Desktop onsite Auditing
- Onsite Audit Process including opening Meetings, Objective evidence collection, Communication during the audit
- Audit Findings and grading the non-conformities
- Audit conclusion including audit report preparation
- Closing meeting and outcome of the audit
- Corrective action plan and audit follow up.

Prerequisites

The main requirements for participating in this training course are: a fundamental understanding of ISO 45001 and a comprehensive knowledge of audit principles.

Course Benefits

- Identify OHS hazards that are reasonably expected to occur for that business type or industry.
- Assess the risk of identified hazards in the context of the organization's OHS management system.
- Assess the effectiveness of methodologies to control OHS hazards.
- Determine the adequacy and effectiveness of an OHS management system.
- Understand the application of the principles, procedures and techniques of auditing.

Certification

Successful delegates will receive an internationally-recognised PECB Lead Implementer qualification.



Qualification Title: ISO 45001 Lead Implementer

Duration: 5 Days

Who should attend?

This course is designed for Health & Safety Compliance Managers, OH&S Team Members and Management Representatives.

Learning Objective

- Acknowledge the correlation between ISO 45001 and other standards and regulatory frameworks
- Master the concepts, approaches, methods and techniques used for the implementation and effective management of an OH&S management system
- Learn how to interpret the ISO 45001 requirements in the specific context of an organization
- Learn how to support an organization to effectively plan, implement, manage, monitor and maintain an OH&S management system
- Acquire the expertise to advise an organization in implementing OH&S management system best practices

Course Modules:

- What is an Occupational Health and Safety Management System (OH&S MS)
- Why an OH&S MS is important to an organization and its benefits
- The background of ISO 45001 and its intended outcome
- The terms and definitions used
- The key concepts and structure of ISO 45001
- The main requirements of ISO 45001
- A typical framework for implementing ISO 45001 following the PDCA cycle
- Key concepts and requirements of ISO 45001 from an implementation perspective
- The benefits specific to an organization in relation to implementing an effective OH&S MS

Prerequisites

A fundamental understanding of ISO 45001 and comprehensive knowledge of implementation principles.

Course Benefits

- Gain an in depth knowledge of the requirements of ISO 45001
- Develop the confidence to apply this knowledge within your organization
- Be able to perform a detailed gap analysis and project plan
- Know what each clause requires for effective implementation
- Develop the management skills to be able to effectively lead the implementation of an effective ISO 45001 management system within your organization

Certification

Successful delegates will receive an internationally-recognised PECB Lead Implementer qualification.



Qualification Title: ISO 22301 Business Continuity- Lead Auditor

Duration: 5 Days

Who should attend?

- Auditors seeking to perform and lead business continuity management system (BCMS) audits
- Managers or consultants seeking to master the business continuity management system audit process
- Individuals responsible to maintain conformity with the BCMS requirements in an organization
- Technical experts seeking to prepare for the business continuity management system audit
- Expert advisors in business continuity management

Learning Objective

- Understand a business continuity management system (BCMS) and its processes based on ISO 22301
- Acknowledge the relationship between ISO 22301 and other standards and regulatory frameworks
- Understand the auditor's role in planning, leading, and following up on a BCMS audit in accordance with ISO 19011
- Interpret the requirements of ISO 22301 in the context of a BCMS audit
- Plan an audit, lead a team of auditors, draft reports, and follow up on an audit

Course Modules:

- Introduction to business continuity management system (BCMS) and ISO 22301
- Audit principles, preparation, and initiation of an audit
- On-site audit activities
- Closing of the audit

Prerequisites

Participants who attend this training course are required to have a fundamental understanding of business continuity concepts and a comprehensive knowledge of BCMS audit principles.

Course Benefits

- Identify risks and minimize the impact of incidents
- Improve the recovery time
- Achieve international recognition

Certification

Successful delegates will receive an internationally-recognised PECB 22301 Lead auditor qualification.



Qualification Title: ISO 22301 Business Continuity- Lead Implementer

Duration: 5 Days

Who should attend?

- Project managers and consultants involved in business continuity
- Expert advisors seeking to master the implementation of the business continuity management system
- Individuals responsible to maintain conformity with BCMS requirements within an organization
- Members of the BCMS team

Learning Objective

- Gain a comprehensive understanding of the concepts, approaches, methods, and techniques used for the implementation and effective management of a BCMS
- Learn how to interpret and implement the requirements of ISO 22301 in the specific context of an organization
- Understand the operation of the business continuity management system and its processes based on ISO 22301
- Acquire the necessary knowledge to support an organization in effectively planning, implementing, managing, monitoring, and continually improving a BCMS

Course Modules:

- Introduction to ISO 22301 and initiation of a BCMS
- Implementation plan of a BCMS
- Implementation of a BCMS
- BCMS monitoring, continual improvement, and preparation for the certification audit

Prerequisites

Participants who attend this training course are required to have a fundamental understanding of business continuity concepts and comprehensive knowledge of BCMS implementation principles.

Course Benefits

- Expand your knowledge on how a Business Continuity Management System will help you to meet business objectives
- Gain the necessary knowledge to manage a team in the implementation of ISO 22301
- Strengthen your management reputation
- Increase your customer reliability

Certification

Successful delegates will receive an internationally-recognised PECB 22301 Lead Implementer qualification.



Qualification Title: ISO 31000 Risk Manager

Duration: 3 Days

Who should attend?

- Managers or consultants responsible for the effective management of risk in an organization
- Individuals seeking to gain knowledge about the risk management principles, framework, and process
- Individuals responsible for the creation and protection of value in their organizations
- Individuals interested in pursuing a career in risk management

Learning Objectives

- Understand the risk management concepts, approaches, methods, and techniques
- Learn how to establish a risk management framework in the context of an organization
- Learn how to apply the ISO 31000 risk management process in an organization
- Understand the basic approaches, methods, and practices used to integrate risk management in an organization

Prerequisites

A fundamental understanding of ISO 31000 and comprehensive knowledge of risk management

- Introduction to ISO 31000 and risk management and establishing the risk management framework
- Initiation of the risk management process and risk assessment based on ISO 31000
- Risk treatment, recording and reporting, monitoring and review, and communication and consultation according to ISO 31000

Course Benefits

- Understand the fundamental concepts and principles of ISO 31000 standards
- Master the application of risk management principles to ensure the effective implementation of a risk management process based on ISO 31000 and other best practices
- Learn how to interpret ISO 31000 recommendations regarding the design and implementation of a risk management framework

Certification

Successful delegates will receive an internationally-recognised PECB 31000 Risk Manager qualification.



Qualification Title: ISO 31000 Lead Risk Manager

Duration: 5 Days

Who should attend?

- Managers or consultants seeking to master their skills to support an organization during the implementation of an organization-wide Risk Management framework and process based on the principles and recommendations of ISO 31000
- Professionals responsible for the creation and protection of value in organizations through effective management of risks
- Expert advisors seeking to gain comprehensive knowledge of the key concepts, processes and strategies of Risk Management
- Risk Management team members

Learning Objectives

- Master the concepts, approaches, methods and techniques used to manage risk within an organization
- Learn how to interpret the ISO 31000 principles and guidelines in the specific context of an organization
- Learn how to establish an effective risk communication plan and a risk recording and reporting process
- Acquire the expertise to support an organization to effectively manage and monitor risk based on best practices

Course Modules

- Introduction to ISO 31000 and risk management process
- Context establishment, risk assessment and risk treatment according to ISO 31000
- Risk acceptance, communication and consultation, recording and reporting, and monitoring and review according to ISO 31000
- Risk assessment techniques according to IEC/ISO 31010

Prerequisites

A fundamental understanding of the risk management framework, process, and principles.

Course Benefits

- Gain competitive advantage – enhanced risk management will support achieving goals and objectives
- Reduce costs through proper risk management
- Respond to change effectively and find viable solutions
- Create and protect value
- Increase the likelihood of achieving objectives

Certification

Successful delegates will receive an internationally-recognised PECB 31000 Lead Risk Manager qualification.



IN-HOUSE COURSES





IN-HOUSE COURSES

Qualification Title: HSE Level 1, 2 & 3

Duration: 1 - 3 Days

Who should attend?

Everyone willing to learn the basics of health and safety.

- Management and staff of organizations across all sectors;
- Human resource professionals. This course will enable them to appreciate the importance of providing a safe work environment.
- Undergraduates and fresh graduates (including NYSC corps members) to improve their prospects of securing a job;

Learning Objective

HSE 1, 2 & 3 will provide delegates with information on the importance of good health and safety practices and policies within the workplace which result in increased productivity, increased profit and a safe working environment.

HSE Level 1 & 2 Course Modules:

- Workplace health safety and welfare
- Occupational health
- First aid
- Fire safety
- working at height
- Ergonomics
- Manual handling
- Work Equipment
- Personal protective Equipment
- Electrical safety and many more...



HSE Level 3 COURSE MODULES

- Accidents at work
- Management of health & safety
- Legal aspect
- Risk assessment
- Display screen equipment
- Personal protective equipment
- Fire safety
- Ergonomics & Manual handling
- Principles of health & safety law
- Hazardous substances
- Training
- Monitoring
- Consultation
- Roles of Managers.

Prerequisites

None

Course Benefits

- Reducing Workplace Accidents & Injuries. Ensuring that all workers undergo health and safety training can help reduce accidents and injuries in the work place. ...
- Enhancing Productivity in the Workplace. ...
- Boosting Employee Morale. ...
- Saving the Company Money.

Certification

Successful delegates will receive an in-house certificate valid for 2 years.



IN-HOUSE COURSES



Qualification Title: First Aid at work

Duration: 3 Days

Who should attend?

Personnel willing to learn the essential lifesaving skills.

Learning Objective

First Aid at Work will provide delegates with information and skills on how to provide effective treatment and care to a person, or persons that become ill or injured whilst at work or home. The programme has a large emphasis on practical application of the skills learnt the ample opportunity is provided for hands-on practice in a relaxed, low stress environment.

Course Modules:

- Duties of the First Aider
- Reporting of injuries
- Diseases and Dangerous Occurrences (RIDDOR)
- Illness Assessment & Rescue
- Chain of Survival
- Use of Automated External Defibrillator
- Treating Shock
- Treating Spinal Injuries
- Illness Assessment – Heart Attack, Stroke, Epilepsy, Diabetes,
- Angina Fainting Asthma,
- Injury Assessment and Treatment
- Breaks Dislocation and Fractures
- Burns and Scalds
- Head Injuries
- Eye Injury
- Poison
- Strains and Sprains
- Internal Bleeding
- Bites and Stings

Prerequisites

None

Course Benefits

- Complying with regulatory and other compliance requirements
- It can help save a life.
- Improving employees' confidence and clarity during emergency
- It helps in great team-building exercise.

Certification

Successful delegates will receive an in-house certificate valid for 2 years.



IN-HOUSE COURSES



Qualification Title: Emergency First Aid

Duration: 1 Day

Who should attend?

This course is designed for people who want to receive training in emergency first aid and is especially suited for nominated first aiders in smaller, low risk working environments.

Learning Objective

Emergency First Aid will provide delegates with information about assessing emergency situations and carry out appropriate action, including information emergency services, recognizing and treating illnesses.

Course Modules:

- The role of a first aider
- Managing an emergency
- Communication and casualty care
- Bleeding (Minor and Severe)
- Burns
- Choking (adult)
- Fainting
- Health and Safety (first aid) regulations
- Resuscitation (adult)
- Seizures (adult)
- Shock
- Unconscious casualty

Prerequisites

None

Course Benefits

- It helps promote recovery
- Protecting your employees at work and outside workplace.
- First aid kits are used properly.
- Reducing the number of accidents in the workplace.

Certification

Successful delegates will receive an in-house certificate valid for 3 years.



IN-HOUSE COURSES



Qualification Title: Fire Warden

Duration: 4 Hours

Who should attend?

Anyone who has the desire and responsibility to step up to the mark i.e. those personnel who have been given fire marshalling responsibilities in your organization

Learning Objective

Fire warden will provide delegates with the information on how to demonstrate an understanding of: The procedures to be followed in the event of fire.

- How to call the fire service and liaise on site.
- Identify which elements need to exist for fire to occur.
- The three basic principles of fire extinction.
- Which measures are designed to prevent smoke travel and fire spread in a building.
- The need for fire safety and how to implement measures to protect yourselves, colleagues and clients.
- Use of correct fire equipment.

Course Modules:

- Duties of a Fire Marshall
- Fire Legislation
- The common causes of fire
- The behavior of fire
- Fire prevention
- What to do if a fire breaks out
- How to use fire extinguishers
- Emergency evacuation procedures
- Safety features within buildings
- How people react in fire situations
- Your role in the event of a fire
- Safe evacuation and fire assembly

Prerequisites

None

Course Benefits

A Fire Warden's role is absolutely critical in ensuring the safe evacuation of your staff in the event of a fire. Where real fires have occurred in businesses there are many cases where fire wardens have been the heroes of the day.

Fire Wardens not only need to keep a calm head in an emergency but also need to carry out their duties effectively under pressure.

The Fire Wardens Training Course is the perfect course to ensure Fire Wardens reach that goal!

Certification

Successful delegates will receive an in-house certificate valid for 2 years.



IN-HOUSE COURSES



Qualification Title: Fire Safety Awareness Course

Duration: 1 Day

Who should attend?

The Training Course should be completed by all staff who work in an office environment.

Learning Objective

Office safety will provide delegate with the information about Hazard and accidents in an office environment and make sure individual's responsibilities are clearly understood.

COURSE MODULES:

- Fire Safety
- Manual Handling
- Computer Safety
- Slips, Trips and Falls
- Electrical Awareness
- Office Security
- Ergonomics

Prerequisites

None

Course Benefits

- Identify key components of a health and safety program;
- Recognize the elements of an ergonomically correct workstation;
- Recognize and control for the potential health effects of poor lighting;
- Recognize causes of, and control workplace stress;

Certification

Successful delegates will receive an in-house certificate valid for 2 years.



IN-HOUSE COURSES



Qualification Title: Office Safety

Duration: 1 Day

Who should attend?

The Training Course should be completed by all staff who work in an office environment.

Learning Objective

Office safety will provide delegate with the information about Hazard and accidents in an office environment and make sure individual's responsibilities are clearly understood.

COURSE MODULES:

- Fire Safety
- Manual Handling
- Computer Safety
- Slips, Trips and Falls
- Electrical Awareness
- Office Security
- Ergonomics

Prerequisites

None

Course Benefits

- Identify key components of a health and safety program;
- Recognize the elements of an ergonomically correct workstation;
- Recognize and control for the potential health effects of poor lighting;
- Recognize causes of, and control workplace stress.

Certification

Successful delegates will receive an in-house certificate valid for 2 years.



E-Learning COURSES





E-LEARNING COURSES

- Returning to work during COVID
- Bullying and Harassment
- Bomb Threats
- Asbestos Awareness
- Accident Reporting
- Cyber Security
- Conflict and Resolution
- Display Screen Equipment
- Drivers Awareness
- Drug & Alcohol Awareness
- GDPR Essential
- Health and Safety Essentials
- Mental Health Awareness
- Returning to work and so many more.

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PPE EQUIPMENT & SAFETY SUPPLIES

We provide durable safety equipment that shields workers from job-related hazards

- Safety Signages & Identification
- Safety and Protective Eyewear
- Protective Clothing
- Safety gloves
- First aid kit
- Fire Safety Equipment
- Foot Protection

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