



# CIF TRAINING SERVICES PROSPECTUS



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## CONSTRUCTION INDUSTRY FEDERATION



**QQI**

Quality and Qualifications Ireland  
Dearbhú Cáilíochta agus Cáilíochtaí Éireann

# CIF / QQI Level 6 Special Purpose Award Managing the Project Supervisor For Construction Stage Role (PSCS)



**QQI**

Quality and Qualifications Ireland  
Dearbhú Cáilíochta agus Cáilíochtaí Éireann

This CIF programme is recognised as the leading programme of its type in Ireland and is often sought by client's as an approved way of verifying qualification for safety coordination role on site during pre qualification process. This QQI Level 6 Special Purpose Award programme provides the learner, with easily applied tools for use on site to enable better compliance with Construction Regulations.

## **WHO IS THE COURSE AIMED AT?**

The programme is aimed at Senior Project team members and those who must carry out the role of Project Supervisor for Construction Stage for the commercial / domestic construction sector.

## **COURSE OBJECTIVES**

Upon completion of the course, delegates should be able to:-

1. Understand the requirements of the role of the Project Supervisor for Construction Stage as specified in the Safety, Health and Welfare at Work (Construction) Regulations.
2. Have the tools to implement a set of procedures to manage the role.
3. Understand the duties of the Client, Designers, Project Supervisor Design Process (PSDP) and Main Contractor.
4. To achieve a QQI Level 6 Special purpose award and CIF Safety Management card verifying the leaning outcomes.

## **COURSE CONTENT (CIRI CPD POINTS 24)**

1. Legislation Overview.
2. Duties of Client / Designers / Project Supervisor Construction Stage.
3. Construction Stage Health and Safety Plan.
4. Review of preliminary Safety and Health Plan / Preparation of Construction Stage Plan
5. Review of Particular Risks / Risk Assessment / Emergency Procedures.
6. Training requirements including Site Induction and Toolbox talks / Contractors site documentation.
7. Requirement for Method Statements / Statutory Forms / Permits to Work.
8. Sub-contractor co-ordination on site.
9. Incident / Near miss Reporting.
10. Duties of Contractors and Others / Contractor Assessment / Key Definitions.
11. Sub-contractor Health and Safety Questionnaire, Pre-Appointment / Insurance requirements.
12. Duties of the Project Supervisor Construction Stage - Safety File.
13. Assessment process is by assignment and final day examination.

## **CERTIFICATION**

This programme is part of the CIF's Core Safety Management training portfolio. On successful completion, delegates will be awarded a CIF Safety Management card and the QQI Level 6 Special Purpose Certificate.

## **COURSE FEE**

The fee for the programme is €795 for CIF members and €895 for non CIF members per attendee.

## **DURATION**

This course is held over three days, one day a week over three weeks. Daily start time is 8.30am to 17.00pm.

# Booking Terms and Conditions

## **HOW TO BOOK:**

Please complete the Booking form, Profile form with one Passport Photo and send in with Payment, for the attention of  
CIF Training Services,  
Construction House,  
Canal Road,  
Dublin 6.

# CIF IOSH Managing Safely in Construction (MSIC)



This CIF programme is recognised as the leading programme of its type in Ireland and is often sought by client's as an approved way of verifying qualification for the Safety management role on site during pre qualification process. The CIF IOSH MSIC programme provides in-depth knowledge on key safety topics relevant to our sector today along with how they can be easily applied on site.

## WHO IS THE COURSE AIMED AT?

The CIF Managing Safely in Construction is intended for construction personnel who supervise / manage construction activities on site.

## COURSE OBJECTIVES

Upon completion of the course, delegates should be able to:-

1. Apply best practices to Safety and Health management in principles and practices as part of a construction safety management strategy.
2. Take account of work activities, unsafe conditions and risks from human factors.
3. Achieve compliance with recognised standards.
4. Ensure that adequate Information, Training and Supervision is provided.
5. Investigate all incidents involving injury or damage to determine the cause and take appropriate control measures to prevent reoccurrence.
6. Communicate effectively on Safety and Health issues with management, contractors and all those on site who can be affected by work activity.
7. Understand the main legal responsibilities of Clients, Designers, PSDP, PSCS, Contractors, Sub-contractors, Managers, Employees and others involved with construction projects.
9. To achieve IOSH MSIC Certificate and CIF Safety Management card.

## COURSE CONTENT (CIRI CPD POINTS 30)

1. Introduction and Course Assignment.
2. Construction Health and Safety Legislation.
3. Scaffolding Management.
4. Practical Risk Assessment.
5. Work at Height / Excavations and Confined Spaces.
6. Plant and Equipment / Electrical and Fire Risks.
7. Health Issues on Site.
8. Incident investigation, recording and reporting.
9. Assessment process is by assignment and final day examination.

## CERTIFICATION

This programme is part of the CIF's Core Safety Management training portfolio. On successful completion, delegates will be awarded a CIF Safety Management card and an IOSH MSIC Certificate.

## COURSE FEE

The fee for the programme is €795 for CIF members and €895 for non CIF members per attendee.

## DURATION

This course is held over five days, one day a week over five weeks. Daily start time is 9.30am to 16.30pm.

## HOW TO PAY:

Only course places paid in full are confirmed as booked. 100% attendance is expected on all courses as required by accrediting bodies. Cheques to be made payable to Construction Industry Federation (CIF). Emailed bookings can be paid for by calling 01-4066 019 for credit / laser card payment. You can now book

your course places online at <http://cif.ie/training-and-development/course-calendar.html>.

## REPEAT MODULES AND EXAMINATIONS:

There is an administration charge of €150 per day to repeat modules and exam.

# CIF IOSH Managing the Role of the Project Supervisor Design Process (PSDP)



This CIF programme is recognised as the leading programme of its type in Ireland and is often sought by client's as an approved way of verifying qualification on site for this design coordination role during pre qualification process. This IOSH accredited programme provides the learner with key learning outcomes to enable those who coordinate design activity on site to achieve better outcomes enabling improved compliance with the PSDP duties under the Construction Regulations.

## WHO IS THE COURSE AIMED AT?

This programme is aimed at construction personnel who supervise / coordinate design activities on site.

## COURSE OBJECTIVES

Upon completion of the course, delegates should be able to:-

1. Understand the requirements of the regulations.
2. Understand the duties of a Project Supervisor Design Process (PSDP).
3. Understand and Identify the information to be supplied for the developed Safety and Health plan as well as the Safety file.
4. To achieve IOSH PSDP Certificate and CIF Safety Management card.

## COURSE CONTENT (CIRI CPD POINTS 14)

1. Accidents in Construction and Maintenance.
2. Overview of the Safety Health & Welfare at Work Construction Regulations.
3. Duties of the Project Supervisor Design Process.
4. Duties of Clients.
5. Practical Session: Provision of Information.
6. Closed Book Examination end of Day 1.
7. The Safety File / Practical Session.
8. Reducing Risk by Design and Designers Responsibility.
9. Practical Session: Design Risk Assessment.
10. Provision of Information for the Project Supervisor Construction Stage.
11. Syndicate exercise: Preliminary Safety & Health Plan.
12. Incident Prevention and Project Supervision.
13. Close Book Exam end of Day 2 / Course Conclusion & Review.

## CERTIFICATION

This programme is part of the CIF's Core Safety Management training portfolio. On successful completion, delegates will be awarded a CIF Safety Management card and an IOSH PSDP Certificate.

## COURSE FEE

The fee for the programme is €795 for CIF members and €895 for non CIF members per attendee.

## DURATION

This course is held over two consecutive days. Daily start time is 8.30am to 17.00pm.

## CIF CANCELLATION POLICY:

7-10 working days notice will incur a 50% cancellation fee. 6 working days notice or less will incur a 100% cancellation fee. A 'no show' on the day also incurs a 100% cancellation fee. Substitute delegates are permitted on all courses provided entry requirements are adhered to. CIF reserves the right to cancel course dates in the event of insufficient enrolments.

**Please note that all courses must be paid in advance of course commencement.**

# Other Courses

## **CIF CORE SAFETY MANAGEMENT PROGRAMME RENEWAL (CIRI CPD POINTS 4)**

This programme has been developed by CIF Training Services to provide a renewal for the CIF MSIC / PSCS / PSDP programme's every three years. It is part of the CIF Continuing Professional Development (CPD) offering. It is a half day up-skill seminar to ensure that participants are aware of all legislative changes, new and current safety issues, and impending changes within the construction industry.

## **CIF MANAGEMENT & INSPECTION OF SCAFFOLDING (CIRI CPD POINTS 7)**

This Scaffold Inspection course is designed to meet the needs of personnel who are required to sign the weekly inspection record GA3 Form. The requirements for "Training for Inspection" are set out in the Code of Practice for Access and Working Scaffolds. The course will deal with how to approach an inspection, explain the various elements of a scaffold and will involve a series of workshops. Participants are advised that the CIF recommend that those attending should have at least three years experience.

## **CIRI INDUCTION (CIRI CPD POINTS 3)**

The Induction course is provided to all those companies interested in becoming registered members of the Construction Industry Register Ireland (CIRI). The half day programme is designed to provide information with regard to CIRI membership requirements including the Code of Conduct and Code of Ethics.

## **CIRI CPD PLAN DEVELOPMENT (CIRI CPD POINTS 4)**

This programme is designed to provide CIRI Register companies with the skills to develop the CPD Plan for their employees future skills / knowledge development which will have long term benefits for their business. The course outlines how to complete the CIRI CPD Plan to ensure the company meets with the requirements of the CIRI CPD process.

## **APM PROJECT MANAGEMENT INTRODUCTION (CIRI CPD POINTS 14)**

The APM Introduction to Project Management course gives an overview of project management, offering a fundamental awareness of project management terminology and principles. The programme is designed so that attendees will know and understand the language of project management. Learners will be in a position to be able to employ the principles of best practice project management. The learner should then be able to confidently sit the APMIC examination and be able to demonstrate their competences in their working environments.

## **CIF QQI LEVEL 6 BUILDING REGULATIONS (CIRI CPD POINTS 60)**

This qualification will assist your business in the identification of core requirements for compliance with the Building Regulations. The CIF QQI Level 6 Building Regulations Programme is a 10 day modular course which has been developed by Construction Professionals, Fire Engineers, Contractors, House builders and Developers. It carries a QQI Level 6 Special Purpose Award which is recognised on the National and European Education Framework. The programme will be invaluable to those working in the Construction sector as it will enable those attending to have a detailed working knowledge of the Building Regulations.

### **OTHER COURSES**

Contact CIF Training Services on 01- 4066000 or by email [training@cif.ie](mailto:training@cif.ie) for further information and bookings.

Book online at <http://cif.ie/training-and-development/course-calendar.html>

## CONSERVATION THEORY FOR HERITAGE CONTRACTING (CIR CPD POINTS 7)

Conservation Theory for Heritage Contracting is a one day programme for owners, principals and directors of Construction Firms dealing with heritage projects. This satisfies the requirement to have “knowledge of conservation theory” as specified under the Register for Heritage Contractors. At the end of the programme, participants will be more aware of the different aspects of heritage projects. They will have a better understanding of the ways to meet the needs of their clients and of the heritage buildings.

## INTRODUCTION TO SITE WASTE MANAGEMENT AND ENVIRONMENTAL AWARENESS (CIRI CPD POINTS 7)

This course is designed to meet the needs of personnel who have responsibility for pollution control and waste management on construction sites. The course aims to introduce an awareness and understanding of environmental aspects and waste issues in relation to construction activities with some advice on how to approach responsible site management. The course will deal with legal responsibilities for pollution control and waste management. The programme will also provide practical advice and best practice given to reduce environmental risk, manage waste and waste contracts.

## MANDATORY CONSTRUCTION TRAINING

With new and current regulations in the construction industry, there are now a series of mandatory safety training courses which specified employees within the construction industry are required to take. SOLAS Safe Pass, SOLAS CSCS, QQI Level 5 Occupational First Aid, Manual Handling, Abrasive Wheel and Confined Spaces are examples of such courses offered by CIF Training Services.

Course Training located at  
CIF, Construction House,  
Canal Road, Dublin 6



### Eastern Region

Dublin Office,  
Construction House,  
Canal Road,  
Dublin 6  
**t:** 01 406 6000 **f:** 01 496 6953  
**e:** cif@cif.ie **w:** www.cif.ie

### Southern Region

Cork Office,  
Construction House  
4 Eastgate Ave.,  
Little Island, Cork  
**t:** 021 435 1410 **f:** 021 435 1416  
**e:** cifcork@cif.ie **w:** www.cif.ie

### Western/Midland Region

Galway Office,  
Construction House,  
8 Montpellier Terrace,  
The Crescent, Galway  
**t:** 091 502 680 **f:** 091 584 575  
**e:** cifgalway@cif.ie **w:** www.cif.ie