

SECTION 1

Please tick the appropriate box

First Aid Training

Fire Fighting

Both

SECTION 2

NAME OF COMPANY:

PHYSICAL ADDRESS:

TOWN/SUBURB:

POSTAL ADDRESS:

TELEPHONE:

MEMBERSHIP NO:

EMAIL:

CONTACT PERSON:

CONTACT NUMBER:

It is the applicants responsibility to ensure that any changes of details are provided to the national office in writing

SECTION 3

Please provide the details of the first person who will be attending this training

NAME:

ID NUMBER:

GENDER:

MALE

FEMALE

RACE:

DATE OF COURSE:

Please note that by submitting this form it is not seen as a booking confirmation.

Terms and Conditions apply

Internal Use Only

APPLICANT 1

DATE OF TRAINING:

TOPIC:

TIME:

VENUE:

CONFIRMATION:

APPLICANT 2

DATE OF TRAINING:

TOPIC:

TIME:

VENUE:

CONFIRMATION:

APPLICANT 3

DATE OF TRAINING:

TOPIC:

TIME:

VENUE:

CONFIRMATION:

APPLICANT 4

DATE OF TRAINING:

TOPIC:

TIME:

VENUE:

CONFIRMATION:

Terms & Conditions

The following terms and conditions apply to the FEM IOPSA training initiative.

1. As per Occupational Health and Safety Act – General Safety Regulations section 4(2) “Where more than five employees are employed at a workplace, the employer of such employees shall provide a first aid box or boxes at or near the workplace which shall be available and accessible for the treatment of injured persons at that workplace.” If you meet this requirement, the training you will be sent on will assist in carrying out the use of the first aid box provided.
2. As per Occupational Health and Safety Act – General Safety Regulations section 4(4) “Where more than 10 employees are employed at a workplace, the employer of such employees shall take steps to ensure that for every group of up to 50 employees at that workplace, or in the case of a shop or an office as contemplated in the Basic Conditions of employment Act, 1983 (Act No. 3 of 1983), for every group of up to 100 employees, at least one person is readily available during normal working hours, who is in possession of a valid certificate of competency in first aid, issued by -
 - (a) the SA Red Cross Society;
 - (b) the St. John Ambulance;
 - (c) the SA First Aid League; or
 - (d) a person or organisation approved by the chief inspector for this purpose.”If you meet this requirement, the training provided is mandatory and will be required when the above section is reached.
3. Should additional candidates be needed for your company, you may take advantage of the discounted rate for additional learners as provided by Integrated Health and Safety Solutions, the discount for additional candidates will be charged at 25% off the current price.
4. All companies wishing to apply for the training will be allowed to send 2 employees only for the year to attend 1 of the training courses. I.e: First Aid, Basic Firefighting.
5. All companies must complete the application form on the IOPSA website, or request one from safety@iopsa.org and complete the form along with a motivation to attend.
6. Once confirmed, the course dates cannot be adjusted, any no show to the course will forfeit the application and will not be allowed to attend the same course in which the no show took place for the rest of the year.
7. All applications for training must be submitted no later than 15h00 on the 5th day of each month, for the month in which training will take place.
8. Any applications submitted after the above stated cut off time will be allocated to a course that follows.
9. Courses are held at various locations and will be sent via the confirmation form, please ensure you make yourself aware of the area and location of the course.
10. All courses will start at 08h30 on the day of the course and late comers will not be allowed access to the course. Candidates should be available at least 15-30min prior to the course beginning.
11. No meals are provided for the course, please ensure you bring your own meals. Tea and Coffee facilities will be available for all candidates.
12. During the course, the times and class rules of the assessor providing the training will be enforced and must be upheld.