

Learning Agreement

This Learning Agreement ensures that learners have received, understood, and accepted the expectations of their Qualification. The agreement is between the Course Provider and the student. We commit ourselves to strive for a productive working relationship with integrity, aiming for the achievement of Qualification, which can be best achieved by adhering to the principles contained in this learning agreement.

Commitments of the Course Provider:

To provide the course modules, resources, and support necessary for the student's successful completion of the qualification.

To offer clear communication regarding the expectations, deadlines, and assessment requirements for the qualification.

Commitments of the Student :

To engage actively in the learning process, completing all required assignments to the best of their ability.

To adhere to the guidelines and timelines set forth by ESC.

To seek assistance or clarification from ESC whenever needed and to maintain open communication throughout the duration of the qualification.

Shared Commitments:

Both parties will strive for a productive and professional working relationship, built on mutual respect, trust, and integrity.

Both the Course Provider and the student acknowledge that the achievement of the qualification is most effectively realized through adherence to the principles outlined in this agreement.

Signature

By signing below, both parties confirm that they have read, understood, and agreed to the terms of this Learning Agreement.

	Learner
Signature	
Date	
Location	

CONTACT US

E-mail: info@europeansafetycouncil.uk

Website: www.europeansafetycouncil.uk



ESC International General Certificate in Occupational Health and Safety (ESC IGC in OHS)

The ESC International General Certificate (ESC IGC) in Occupational Health and Safety (OHS) is a comprehensive program designed to equip students with the knowledge and practical skills necessary to identify, prevent, and manage workplace hazards, diseases, and injuries. This course covers a wide range of topics, from basic safety principles and risk assessment to the management systems and legislation that govern workplace health and safety.

Course Highlights:

- **Endorsed by Qualifi, UK**
- **Recognized by BCSP, USA for TSP Status, Paving the Way for CSP Preparation without ASP**
- Eligibility to apply for TSP status with BCSP (USA).
- Prepare directly for the Certified Safety Professional (CSP) certification without needing the Associate Safety Professional (ASP) designation.
- Exemption from the ASP requirement with BCSP (USA).
- Listed on the BCSP website as an eligible criterion to apply for TSP status.

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Exam Structure

1. Competency Assessment

Students will be assessed on their understanding and application of the 12 competencies through an off line exam conducted by the course provider.

2. Question Types

Each competency will be assessed using the following question types:

- **Multiple Choice Questions (MCQs):** To assess knowledge and understanding of the competency in a clear and objective manner.
- **True/False Questions:** To test students' ability to quickly evaluate factual statements related to the competency.
- **Summative Questions:** These are open-ended questions that may require more in-depth responses, demonstrating a deeper understanding of the concepts within each competency.

Exam Format

Section 1: Multiple Choice Questions (MCQs)

- *A set of MCQs focused on testing factual knowledge and understanding related to each competency*

Example:

- *Which of the following is NOT part of the key elements of an Occupational Health and Safety Management System (OHSMS)?*

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- a) Risk Assessment
- b) Employee Performance Reviews
- c) Policy and Leadership
- d) Safety Audits

Section 2: True/False Questions

- A series of true/false questions designed to evaluate whether the student understands key principles of each competency.

Example:

"True or False: [The use of personal protective equipment (PPE) is the most effective way to eliminate a hazard in the workplace]."

Section 3: Summative Questions

- Open-ended questions that require students to explain concepts in detail, analyze scenarios, or apply principles to real-world situations.

Example:

- "Explain the role of personal protective equipment in the workplace. How would you address a problem where an employee doesn't wear PPE?"

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CONTACT US

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EUROPEAN SAFETY COUNCIL



CONTACT US

E-mail: info@europeansafetycouncil.uk

Website: www.europeansafetycouncil.uk



ESC International Diploma in Health and Safety Engineering (ESC IDHSE)

The ESC IDHSE includes two theory exams, conducted by the course provider.

Course Highlights:

Endorsed by Qualifi, UK

Recognized by BCSP, USA for TSP Status, Paving the Way for CSP Preparation without ASP

- Eligibility to apply for TSP status with BCSP (USA).
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Qualifi Level 7 International Diploma in Occupational Health and Safety Management (603/5639/X)

Qualifi Level 7 International Diploma in Occupational Health and Safety Management (603/5639/X)		
Unit Code	Unit Title	Credit
R/618/0212	Management-Driven, Risk-Based Safety Management Systems	15
L/618/0211	Globalisation, Sustainability and Safety Culture Performance	15
J/618/0210	Digitalisation and Incident Investigation	15
J/506/9064	Development as a Strategic Manager	15

Qualifi Level 7 International Diploma in Occupational Health and Safety Management (603/5639/X)	
Qualification type:	Vocational Related Qualification (Higher Education)
Level:	7
Awarding Body	Qualifi, UK
Regulated by	ofQual, UK
Course Provider	European Safety Council
Credit Equivalency:	60
Qualification number (RQF):	603/5639/X
Modules	4

Course Benefits of Qualifi Level 7 International Diploma in Occupational Health and Safety Management (603/5639/X)

1. Accredited by IOSH for Grad IOSH Status

- **IOSH (Institution of Occupational Safety and Health)** is one of the world's leading professional organizations for health and safety practitioners.
- **Grad IOSH** (Graduate Membership of IOSH) is an internationally recognized status for health and safety professionals.
- Graduates of the **Qualifi Level 7 International Diploma in Occupational Health and Safety Management (603/5639/X)** are eligible for **Grad IOSH status**, demonstrating their competence in occupational health and safety and their commitment to professional development.
- **Grad IOSH** allows students to progress on their path to becoming a **Chartered Member (CMIOSH)**, a prestigious designation that further enhances career prospects.

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2. Recognized by BCSP, USA for TSP Status, Paving the Way for CSP Preparation without ASP

- BCSP (Board of Certified Safety Professionals) is a globally recognized body for certifying safety professionals, particularly in the United States.
- Eligibility to apply for TSP status with BCSP (USA).
- Prepare directly for the Certified Safety Professional (CSP) certification without needing the Associate Safety Professional (ASP) designation.
- Exemption from the ASP requirement with BCSP (USA).
- Listed on the BCSP website as an eligible criterion to apply for TSP status.

Qualifi Level 7 International Diploma in Process Safety Management (603/7608/9)

Qualifi Level 7 International Diploma in Process Safety Management (603/7608/9)	
Qualification type:	Vocational Related Qualification (Higher Education)
Level:	RQF Level 7
Awarding Body	Qualifi, UK
Regulated by	ofQual, UK
Course Provider	European Safety Council
Credit Equivalency:	60
Qualification number (RQF):	603/7608/9
Modules	4

Qualifi Level 7 International Diploma in Process Safety Management (603/7608/9)		
Unit Code	Unit Title	Credit
D/618/7616	Process Safety Management System	15
H/618/7617	Risk Based Process Safety	15
K/618/7618	Process Safety Culture and Human Factors	15
J/506/9064	Development as a Strategic Manager	15

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Registration for Level 7 Courses

Upon receipt of the full payment of fees from the Learner, ESC will register the Learner with the awarding body for the relevant qualification. Following successful registration, Qualifi, UK will issue a Registration ID to the Learner.

The Registration ID will be provided in the Registration Letter issued by the awarding body, Qualifi, UK. This letter, containing the unique ID, will be sent to the Learner via an official induction email from the Assessor. The induction email will also provide important details regarding the course structure, expectations, and next steps for the Learner.

The Registration ID is specific to the Learner and must be used for all course related communication and administrative purposes.

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Induction Email and Working Arrangements for Level 7 Courses

Induction Email:

The Assessor will formally send an induction email to the Learner upon registration. This email will contain:

- Details of the course modules.
- Workspace documents necessary for completing the modules.

It is the responsibility of the Learner to acknowledge the receipt of the induction email and ensure that they have received all the required information.

Working Arrangements:

- **Workspace Documents:** These are the documents the Learner must edit to complete the tasks within each module. The completed documents must then be submitted to the Assessor via email.
- **Module Selection:** The Learner has the flexibility to choose which module to work on. However, they should ensure that all tasks within a module are attempted before submission.
- **Work Citation and References:**
 - Learners have the freedom to research, apply their thinking, and answer the module tasks using their own understanding.
 - **Originality of Work:** Learners must not copy-paste answers directly from the internet or any other sources. Doing so will be considered plagiarism.
 - You are encouraged to synthesize information from various sources, but answers must be framed in your own words and reflect your understanding of the topic.
 - **Always cite your sources:** Provide Harvard style citation in the body of the answer and references at the end of your answer to acknowledge their origin.

Content Uniqueness:

- Learners are advised to check the uniqueness of their content using an online plagiarism checker such as Turnitin or any similar service.
- A minimum 80% uniqueness is expected in your submission.
- Please attach the plagiarism report along with your module submission.

Submission Guidelines:

- **Complete Submissions Only:** The Learner must submit a module only after attempting and completing all tasks within that module.
- **No Partial Submissions:** Partial submissions of a module (i.e., only completing some of the tasks) are not allowed.

Document Naming Convention:

The Learner must save their edited workspace documents using the following naming format:
<Qualifi LearnerNumber>_<LearnerFirstName>_<ModuleCode>.doc

For example:

QR12345_John_ABC123.doc

This ensures proper identification of the Learner's work for assessment.

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Progression and Monitoring for Level 7 Courses

1. Module Review and Feedback:

- The Assessor will review each submitted module and provide feedback within two weeks of the submission date.
- During the review period, learners are encouraged to continue working on other modules but should not contact the Assessor for urgent feedback. The Assessor's review timeline is fixed and applies to all submissions, including any rework or revisions requested after the initial feedback.

2. Rework and Resubmission:

- If the Assessor identifies areas for improvement or rework, the Learner must make the necessary revisions and resubmit the module.
- The three-week feedback timeline also applies to rework after reviews.

3. Delays in Feedback:

- If there are any delays in the feedback process from the Assessor, email esc_cares@europeansafetycouncil.uk to ensure that the issue is addressed in a timely manner

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Code of communication with the Assessor for Level 7 Courses

1. Private Communication Restrictions:

- Learners must not contact the Assessor privately for personal favors, assistance with qualification tasks, or any other non-assessment-related matters.

2. Review Period Guidelines:

- Learners must not send reminder emails during the review period, as the Assessor will respond within the agreed-upon timeline.
- The Assessor will send review comments to the Learner via email. It is the responsibility of the Learner to carefully review and understand the comments before submitting any rework.

3. Clarifications on Review Comments:

- If the Learner requires clarification on the review comments, they may send an email to the Assessor.
- The Assessor will respond to clarification requests within 3 to 7 business days or arrange a clarification call, at the Assessor's discretion.

4. Feedback Comparisons:

- Learners should not compare the feedback they receive from the Assessor with the feedback given to other learners. Each assessment is based on individual performance and project work.

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Learner Code of Conduct

Submission of Valid Identification

- The Learner must submit valid ID proof as part of the registration process. This is required to verify the Learner's identity and ensure the authenticity of the registration.

Academic Documents and Resume

- The Learner is required to submit soft copies of their academic certificates and resume. These documents are essential for the registration and assessment process.
- If any information provided by the Learner is found to be false or misleading, the Learner's registration will be terminated, and the matter will be reported to the awarding body for further action.

English Language Proficiency

- If the course advisor determines that the Learner's level of English proficiency is not at an acceptable standard during the screening process, the Learner will be advised to undertake additional training in the English language before proceeding with registration for the qualification.

Learner Responsibility

- It is the Learner's responsibility to actively seek, find, explore, and research additional materials and information to complete the qualification.
- Learners should demonstrate initiative in researching topics, applying their knowledge, and completing the qualification tasks

Respectful Communication

- **Respectful Behavior** The Learner is expected to maintain a professional and respectful tone in all communications with the ESC representatives at all times.
- **Prohibited Conduct** The use of abusive, offensive, or inappropriate language will not be tolerated. Any violation of this policy may result in immediate termination of registration and cessation of services from the Course Provider.

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Timeline To Complete Qualification

1. Registration Validity:

- The Learner's registration will be valid for 12 months from the date of receiving the Learner ID.
- If the Learner has not completed the qualification within this 18-month period, their registration will expire. The Learner will then need to renew their Learner ID by paying the renewal fee, as set by the ESC at the time of renewal.

2. Completion Timeline:

- It is strongly advised that the Learner completes the qualification within 12 months to avoid delays and additional fees.

3. Renewal and Extended Timeline:

Upon renewal, the Learner will be granted an additional 6 months to complete the qualification.

If the Learner has not completed the qualification within the 6-month extension, the registration will be terminated, and all services from the ESC will cease

Completion and Certificate

1. Successful Completion

- Upon the successful completion of all the modules, the Learner will be awarded the qualification certificate by Qualifi, UK.

2. Certificate Issuance

- The Learners course advisor will receive a soft copy of the certificate within 8 weeks of completing all modules and fulfilling the assessment criteria.
- A hard copy of the certificate will be dispatched to the learner's course advisor provided in the Learner's registration form. The hard copy will be dispatched in 3 weeks from the date of issue of the soft copy.

3. Delivery of Certificate :

- The Course Provider will ensure that the certificate is dispatched to the correct address.
- It is the Learner's responsibility to notify ESC of any changes to their address during the course.

Qualification Materials

1. Provision of References

- The Course Provider will offer useful references and resources to support the Learner's progress throughout the qualification.

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