TECHNICAL
EDUCATION
ACADEMY

School of Business and Management

COURSE PROGRAMME

000397

PRME004 - Project management for HSE professionals

Project Safety professionals recognize the role that the discipline of project management plays in the successful practice of safety.



Learn from the Best in the Business!

Course overview

Foundation level

Why take this course

Project Safety professionals recognize the role that the discipline of project management plays in the successful practice of safety. Safety improvement initiatives are projects. By definition, a project is a sequence of related tasks that must be completed to achieve a specific outcome. A project has a start and a finish date, in contrast to a recurring process. A project represents something new to an organization. An organization must manage a project differently than its day-to-day operations for the project to succeed.

This two-day, hands-on course is designed to provide health and safety practitioners with the tools and techniques to plan, manage, close, and evaluate a project related to the health and safety environment. Based on best practices in project management today, participants will also examine the leadership skills required to link health and safety project management to the operational areas of his or her entire organization.

Participants will work on their projects from the health and safety environment and apply project management tools and processes to simulate a complete project life cycle: from initiation to closure. Comparisons will be drawn between participants' current projects and past case studies.

Who it is for and how it helps

The course is recommended for HSE Managers, HSE officers, HSE engineers and HSE coordinators responsible for successful implementation of HSE projects in their organizations.

What you will learn

- Understand a project life cycle
- Be able to develop a project plan
- Understand the basics of developing a project budget
- Examine the best ways to identify project goals
- Identify how to successfully close a project
- Recognise common project constraints
- Analyze how health and safety activities integrate into project life cycles
- Understand strategies to achieve successful projects

Curriculum

Modules 01–04

01 Project fundamentals

- Define what is a project (projects vs operational work)
- Project methodology
- Project management
- What is PMI project management standards

02 Project influences

- Understanding of project organizational influences
- Define project success elements
- Understanding of project life cycle phase and processes groups
- High level project justification

03 Project Initiation

- Identify the role of a project manager
- Determine the scope of a project
- Identify the skills for a project team
- Understanding and organizing project priorities
- Create stakeholder register
- Create a project chart
- Create a project chart

04 Project Planning

- Create a work breakdown structure
- Sequence the activities
- Create a project schedule
- Determine project costs
- Importance of scope change
- Create a responsibility assignment matrix
- Identify risks of the project
- Analyze the risks to a project
- Create a communication plan

Curriculum

Modules 04–06 · Module 04 — continued

- Plan for change control

05 Managing a project

- Begin project work
- Execute the project plan
- Track project progress
- Report performance
- Implement change control

06 Project Closure

- Define closure phase
- Close a project
- Create a final report
- Importance of lesson learned

Joining the programme

Contact the Academy and quote course code 000397 to confirm dates, delivery format, prices and enrolment terms.

Training for your team

Tell us your business goals, the roles and number of participants, and your preferred dates and location. This will help us discuss the right training option.

Preparing for the programme

The published programme does not specify any prerequisites. Contact us before enrolling to confirm how to prepare.

Discuss your training needs

mail@tecedu.org
www.tecedu.academy

Learn from the Best in the Business!