

## WSQ ESS Initiative and Enterprise - Operations

As the Workplace Safety and Health Act extend to cover all workplaces, every employee in the company has a part to play.

Participant will be able to possess the knowledge and skills to coordinate the implementation and maintenance of emergency preparedness and response plans. It focuses on building learners' competency in implementing, organising the evaluation and coordinating maintenance of emergency preparedness and response plans.

### COURSE OBJECTIVES

#### Identify, evaluate and manage risk in the workplace

- Identify risks associated with periodic operations and new initiatives
- Recommend possible strategies to avoid risks and maintain commitment to innovation
- Implement the best risk strategy and monitor the risks

#### Practice innovative and enterprising behaviours

- Maintain innovative and enterprising behaviours
- Participate in generating innovative outcomes

#### Initiate action for continuous improvement

- Demonstrate initiative to improve workplace performance and achievement of goals
- Demonstrate self-direction and sustained effort

### COURSE OUTLINE

- Importance to be initiative at workplace
- Traits of a self-directed individual
- Skills required for self-direction and to sustain effort
- Possible outcomes to organisation
- Fundamentals of innovation
- Reasons and importance for an organisation to have a consistently innovative and enterprising workforce.
- Innovative and enterprising behaviours/traits

### WHO SHOULD ATTEND

Front-line staff without any supervisory responsibility for others, those who are working in teams, staff in supervising roles or individuals in professional/technical positions without supervisory responsibilities over others and the self-employed.

### METHODOLOGY

This workshop comprises group discussions and presentation, role play, case study and games.

### COURSE DETAILS

**Duration:** 10hrs

**Date:** To be advice (08)

**Time:** 9am – 6pm

**Venue:** ESIS Academy (161 Lavender St, Lavender Place #02-09)

**Full Fees (incl. GST):** SGD299.60

**Funding:** (eligibility criteria apply)

**SDF** - Up to 90% funding for course fees

Application for SDF funding [www.sdf.gov.sg](http://www.sdf.gov.sg)

**SRP** – Up to 80% of hourly basic salary

Application for SRP funding [www.srp.org.sg](http://www.srp.org.sg)

### REGISTRATION FORM

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Position: \_\_\_\_\_

Tel: \_\_\_\_\_

HP: \_\_\_\_\_

Email: \_\_\_\_\_

#### Payment Mode (pls tick):

Cash  Cheque  SGD \_\_\_\_\_

**To: ESIS Asia Pacific Pte Ltd**

**600 North Bridge Road #08-01 Parkview Square  
Singapore 188778**

Places are limited to provide a focused and effective learning experience. Register now to guarantee your seat. Multiple registrants from the same company are eligible for special rates. Full payment to be made to ESIS before the commencement of course.

### ADMINISTRATIVE INFORMATION

**Person in charge:** Wendy Lim

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