

STUDY MODULE DESCRIPTION FORM		
Name of the module/subject Organization, task and method of work of services OHS		Code 1011104161011122876
Field of study Safety Engineering - Part-time studies - First-	Profile of study (general academic, practical) (brak)	Year /Semester 3 / 6
Elective path/specialty -	Subject offered in: Polish	Course (compulsory, elective) obligatory
Cycle of study: First-cycle studies	Form of study (full-time, part-time) part-time	
No. of hours Lecture: 12 Classes: 12 Laboratory: - Project/seminars: 8		No. of credits 5
Status of the course in the study program (Basic, major, other) (brak)		(university-wide, from another field) (brak)
Education areas and fields of science and art technical sciences		ECTS distribution (number and %) 5 100%
Responsible for subject / lecturer: Adam Górny email: adam.gorny@put.poznan.pl tel. 61 665 34 07 Wydział Inżynierii Zarządzania ul. Strzelecka 11, 60-965 Poznań		
Prerequisites in terms of knowledge, skills and social competencies:		
1	Knowledge	Student should know the rules for the supervision of working conditions
2	Skills	The student should be able to properly identify the irregularities occurring in the working environment.
3	Social competencies	The student is aware of the role and importance of the supervision units of working conditions.
Assumptions and objectives of the course: Gaining knowledge of the principles, the way and the scope of the service responsible for occupational health of the employed, and learning about the skills that are necessary to perform health and safety services in a workplace		
Study outcomes and reference to the educational results for a field of study		
Knowledge: 1. Has a detailed knowledge of the rules, the way and the scope of the occupational health and safety, first aid and a legal protection of work - [K1A_W13]		
Skills: 1. Can acquire, integrate, interpret data from literature, database or other properly matched sources, both in English or other foreign language accepted as an international language of communication within Safety Engineering, as well as to draw conclusions, formulate and justify opinions - [K1A_U01] 2. Can create, both in English and Polish language, a well- documented report of problems within Safety Engineering, which present the results of their own research - [K1A_U03] 3. Has the self-study ability and comprehends it - [K1A_U05]		
Social competencies: 1. Understands the need and knows means how to self-study (first, second and third cycle studies, postgraduate studies, qualification courses)- improving professional, personal and social competence; can argument the need to learn for the whole life - [K1A_K01] 2. Student is fully aware of the responsibility that he has taken for his own work and expresses readiness to comply with the rules of team work as well as responsibility for mutually realized and completed tasks - [K1A_K03]		
Assessment methods of study outcomes		

<p>Formative assessment: Classes: on the basis of a report in a class, Projects: on the basis of work progress Lectures: on the basis of oral answers of the questions connected with the covered lecture content from current and previous lectures.</p> <p>Collective assessment: Classes: average of the grades achieved report preparation Projects: assessment of the project Lectures: written test, in which at least one answer in correct (scored 0,1) or written answers to open questions (scored 0-3); Credits will be given after achieving at least 31% of points.</p>		
Course description		
<p>The labour protection system. Authorities and organisations involved in shaping and implementing the tasks concerning the safety at work. The structure of the national supervision system over the state of working conditions. National and international legal provisions in terms of occupational work supervision. Duties of employers concerning occupational safety. Qualifications and employment policy of health and safety services. The role and tasks of the occupational health and safety services, functioning and role in the structure of the requirements of health and safety at work. The working methods of the occupational health and safety services. Carrying out checks regarding the compliance with provisions and principles of health and safety at work. Preparation of health and safety analyses. Evaluation plans and documentation relating to the modernization of the workplace. Evaluation of a compliance with the requirements relating to health and safety in case of construction works, which will be expected to have work stations, production facilities and other measures affecting working conditions. The evaluation of occupational health and safety requirements in applied and newly introduced production processes. Working with plant services and external institutions in the implementation of the tasks within health and safety. Promoting safety and health at work.</p>		
Basic bibliography:		
1. legal documents related to the functioning of the supervision units		
Additional bibliography:		
1. Koradecka D. (red.), Nauka o pracy - bezpieczeństwo, higiena, ergonomia (About work- safety, hygiene, ergonomics), cz. 1 - 8, Centralny Instytut Ochrony Pracy, Warszawa, 2000		
Result of average student's workload		
Activity	Time (working hours)	
1. Participation in lectures	12	
2. Participation in classes	12	
3. Participation in project classes	8	
4. Preparation for classes	10	
5. Preparation for written test (based on lectures)	6	
6. Preparation for a project	10	
7. Overview of the credits	2	
8. Preparation of a report (based on classes)	6	
Student's workload		
Source of workload	hours	ECTS
Total workload	62	5
Contact hours	34	4
Practical activities	20	1