



Construction Safety Officer Supplementary Course

Course Objectives

The purpose of the course is to provide students with academic qualifications in occupational safety and health or similar fields to have an in-depth understanding of the construction industry's laws and regulations in the field of occupational safety and health through course training and internship, so as to assist employers in implementing occupational safety and health projects. Self-regulate and improve the safety culture and work safety level of industry workers. In addition, "site inspection and internship" are also included in the course to provide students with the opportunity to practice what they learn.

This course complies with the supplementary courses specified in Article 20 "Requirements for issuance of Safety Officer License" of Law No. 2/2023 "Construction Industry Occupational Safety and Health Law", Paragraph 2 (2).

1. OSH Legislation.
2. Decree-law No. 40/95/M (Legal Regime on Compensation for Damage Arising from Work Accidents and Occupational Diseases).
3. Practical operation.

Course Schedule

September 7 to October 4, 2024, every Friday from 19:00-22:00, and every Saturday (9:30-12:30, 14:00-17:00)

(September 21 is tentatively designated as site visit and inspection day, and this session must be attended)

Certificates

Students who have completed the above subject and passed the examination will receive a certificate jointly issued by the Labour Affairs Bureau and the Center for Continuing Education of the University of Macau. Students must meet the attendance requirements for the class (see the detailed attendance system), and the attendance rate on site visit and inspection day must reach 100% to be eligible to take part in the exam; the exam score is 60 points to pass.

How to apply

From now until 9 August 2024, register on the website of the Centre for Continuing Education of the University of Macau and upload the following electronic files to the registration system:

1. Copy of valid Macau Resident Identity Card
2. Copy of supporting documents for bachelor's degree or above in occupational safety and health or similar field
3. Copy of valid Occupational Safety Card for Construction Industry

(The documents of item 1 to 3 must be uploaded together when registering. Failure to complete any document will be considered as invalid registration.)

4. Priority conditions: Documents proving relevant work experience in safety management in the construction industry (must show the position, specific job content, name and title of the employer or his representative, and be confirmed by the company chop and signature of the employer or his representative).

Course Details

Deadline	<u>9 August 2024</u>	
Trainer	Trainers in the field of occupational safety and health	
Language	The medium of instruction for the course is English, and with Chinese and English cases. Students can choose to answer in Chinese, Portuguese or English in the examination.	
Duration	30 hours	
Fee	Tuition Fee MOP2,980	Application Fee MOP 100
	Tuition fee and application fee will be notified and paid separately after admission is confirmed. (Once the course is started, the fees paid are non-refundable)	
Target Students	Macao residents who are already engaged in or are interested in engaging in the safety management in Macao's construction industry, and have a bachelor's degree or above in occupational safety and health or equivalent fields.	
Application Requirement	Holders of Macao resident identity cards and Occupational Safety Card for Construction Industry must have a bachelor's degree or above in occupational safety and health or equivalent fields (according to the "Requirements for Issuance of Safety Officer License" referred to the second paragraph (1) in the Clause No.20 of Law No. 2/2023 "Construction Industry Occupational Safety and Health Law"), have good command of understanding, expression and writing skills in English, and are subject to selection for admission.	
Venue	University of Macau	



《Construction Safety Officer Supplementary Course》2024

Student Notice

1. Attendance System

- a. Student must have attained required number of sessions (3 hours each session) in order to take the examinations:
 - i. There are 9 sessions in Part Four, including 8 sessions of theory course (24 hours in total) and 1 session of site visit. Of which, it is required to attend 7 sessions of theory course (21 hours in total) and 1 session of site visit, in order to be qualified to take the examination.
- b. It is counted as “Absent” in the following circumstances:
 - i. Student’ signature is missing in the attendance sheet (either in the box of “before class” or “after class”, or both).
 - ii. Student is late or leaves early for class for 30 minutes or above.
 - iii. Student does not attend the class.
- c. Student will be counted as absent for any reason. No make-up class arrangement will be provided for this course.
- d. If student is not allowed to take the examination due to not fulfill the required number of course hours mentioned in Point A of this Student Notice, student could apply for retake of that whole Part.

2. Retake Arrangement

- a. Student should fulfil any of the following conditions for the application of retake:
 - i. Student fails to attain the required attendance rate
 - ii. Student fails the examination
- b. Regulation and Arrangement for Retake
 - i. Student must settle the tuition fee and retake the whole Part within the following year if the retake application is accepted.
 - ii. Student must achieve the required attendance rate and pass the examination to get the course certificate.
 - iii. No certificate will be awarded if student fails to achieve the required attendance rate, fails the examination or fails to retake the course within the required period.

3. General Rules

- a. If the misconduct is found to have happened, student will be dismissed and the tuition fee will not be returned.
- b. Trainers may check students’ identity cards if deemed as needed.
- c. Invigilators may ask student to leave the venue if misbehavior is found to have happened.
- d. If student is caught cheating in an examination, the examination result and qualification for such Part will be cancelled.

4. Enquiry

The Centre for Continuing Education, University of Macau

Address: Ground Floor, BOC Centennial Building, University of Macau, E3

Avenida da Universidade, Taipa, Macau, China

Phone: 8822 4545 Website: <http://cce.um.edu.mo/>

Office Hours: Monday to Friday 10:00 - 20:00 Saturday 10:00 – 17:00 Sunday 10:00 – 13:00 (Closed on public holidays)