



## SHIPYARD SUPERVISOR SAFETY COURSE INFORMATION

### ➤ Target Audience

The SSSC is designed for individuals who are to undertake the role of a supervisor in the marine industry.

### ➤ Assumed skills and knowledge

Employability Skills System (ESS) Workplace Literacy and Numeracy (WPLN) Level 4 and above, or equivalent.

### ➤ Class size & Attendance

The maximum class size is 30 learners. Only learners with 75% attendance are to be eligible for the assessment. Recommended approved facilitator/learner ratio: 1:30 for lecture only.

### ➤ Course Duration & Passing Marks

The duration of the Course is 32 hours inclusive of 3hrs assessment (written test and MCQ 100 questions). The passing mark for the tests are 65%.

### ➤ Validity Period of SSSC Certificate

The expiry date of the SSSC Certificate that is issued to a successful participant is lifetime.

### ➤ Course Contents

Topic 01.	Legislation
Topic 02.	General Safety
Topic 03.	Confined Space
Topic 04.	Hot works
Topic 05.	Electrical
Topic 06.	Surface Treatment
Topic 07.	Material Handling
Topic 08.	Working at Height
Topic 09.	Risk Assessment
Topic 10.	Occupational Health
Topic 11.	Accident Investigation



➤ **Course administration instruction**

Based on the successful completion of the course and assessment, a certificate of achievement endorsed by Vision Global, will be issued to all learners. The course for SSSC will be tentatively scheduled on once a month. The schedule is subjected to change upon clients' request.

***Cancellation/Postponement:*** Any changes should be made at least 1 working day before the course Commencement date

***Attendance/Absence:*** i) Learners are to present their NRIC / WP when attending the course.  
ii) Only learners with 75% attendance will be allowed to sit for the exam.  
iii) Late comers will not be entertained and no refunds will be given.

***Refund Policy:*** i) 7 days above prior course start = Full refund  
ii) 3 days prior course start = 80% of course fee will be refunded.  
iii) Less than 3 days prior start course = 50% of course fee will be refunded  
iv) No refund will be given if no notice is given.

***Appeal Policy:*** All appeals relating to the learning service can be made in writing to the LSP via email or by filling out the Feedback Form (VG-LSP-16-F05) found at the reception counter at the training office. All appeals shall be collated on a daily basis by the Principal and vetted within 3 working days of receipt. Requests for appeals could include appeals for assessment outcome or appeal for refund of course fees. The requestor of the appeal shall be notified of the outcome of the appeal in writing or otherwise.