



RBA HEALTH & SAFETY MANAGEMENT REQUIREMENTS TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

Course Title: RBA Health & Safety Management Requirements Training

Course Validity: 1 Day

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training provides a focused understanding of the Health & Safety (H&S) requirements under the Responsible Business Alliance (RBA) Code of Conduct. It covers mandatory expectations for workplace safety controls, risk identification, emergency preparedness, occupational health, equipment safety and employee protection. Participants will learn documentation needs, common non-conformances and best practices to strengthen H&S compliance in preparation for customer audits and RBA assessments.

OBJECTIVE(S):

- Understand H&S requirements under the RBA Code of Conduct
- Learn mandatory controls for workplace safety, equipment safety and emergency readiness
- Understand documentation, policies and procedures required for compliance
- Identify common H&S gaps and non-conformance in RBA audits
- Strengthen readiness for RBA H&S assessments and customer audits

TARGET GROUP(S):

- HSE personnel
- Supervisors and line leaders
- Operations and production staff
- Compliance and sustainability teams
- Maintenance and engineering personnel
- Managers and executives responsible for safety

ENTRY REQUIREMENT(S):

- Able to read, write, and communicate in Malay/English

TOPIC(S):

1. Overview of RBA Health & Safety Requirements
2. Occupational Health & Safety Policy and Responsibilities
3. Risk Assessment, Hazard Identification & H&S Controls
4. Machine & Equipment Safety Requirements
5. Chemical Safety, PPE & Safe Handling Expectations
6. Emergency Preparedness & Response Requirements
7. Contractor Safety & Visitor Management
8. Incident Management, Reporting & Corrective Actions
9. Common H&S Non-Conformances in RBA Audits

LIST OF REFERENCE BOOK(S):

- RBA Code of Conduct
- Occupational Safety & Health Guidelines
- Emergency Response Standards
- Chemical Safety & PPE Guidelines

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration and Introduction
9:00 am – 9:45 am	Topic 1: Overview of RBA H&S Management Requirements
9:45 am – 10:30 am	Topic 2: Risk Assessment, Hazard Identification & Controls
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 3: Machine, Equipment & Workstation Safety
11:30 am – 12:30 pm	Topic 4: Chemical Safety, PPE & Safe Handling
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Topic 5: Emergency Preparedness & Response Requirements
2:30 pm – 3:30 pm	Topic 6: Incident Management, Reporting & CAPA
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 7: Common NCs & RBA H&S Readiness Preparation