

FACTSHEET ON TRAIN-THE-TRAINER PROGRAMME

Introduction

A good Workplace Safety and Health (WSH) trainer will not only be able to effectively communicate WSH standards and principles, but also influence positive behaviour in organisations. The Train-the-Trainer (T³ or T-cube) Programme is launched by the Ministry of Manpower (MOM) and the WSH Council to help WSH trainers stay current and relevant in their knowledge and skills to conduct training effectively.

2 The programme aims to enhance WSH trainers' competencies, professionalism and ethical standards. WSH trainers will learn how to deliver training content and communicate with course attendees in a meaningful and engaging way, to help them better understand various WSH issues and take practical action to prevent workplace incidents. In turn, this will help to create a safer and healthier workplace.

Scope and Coverage

3 Under the T³ Programme, all WSH trainers conducting courses under MOM Accredited Training Providers, ISO 29990:2010 certified Learning Service Providers and Workforce Development Authority Approved Training Organisations must attend at least 10 hours of Continuing Professional Development (CPD)¹ activities every year to maintain their registration. These activities supplement the training they have received during the attainment of Advanced Certificate in Training and Assessment (ACTA) qualification – a basic requirement for WSH trainer registration. The programme will provide WSH trainers with the knowledge and skills to effectively deliver training content, and suggest various tools, methodologies and techniques they can use to engage the course attendees.

4 As part of the T³ Programme, the WSH Council has collaborated with the Singapore Institution of Safety Officers (SISO), Institute of Adult Learning (IAL) and SIM University (UniSIM) to provide the relevant CPD activities for WSH trainers.

¹ Continuing Professional Development (CPD) refer to structured activities such as formal study courses, lectures/workshops (e.g. seminars on regulatory requirements by government agencies).



5 A one-day “Code of Ethics for WSH Trainers” workshop will also be made available for WSH trainers to attend. The workshop covers ethical principles and values, with case study discussions to reinforce learning and application.

6 For details on the T³ Programme and the list of CPD activities available, including the Code of Ethics for WSH Trainers workshop, visit the WSH Council website at www.wshc.sg

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