
ATM Safety & Environment



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Accredited centre

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**NEBOSH International General Certificate in
Occupational Health and Safety
NEBOSH International Certificate in Construction
Health and Safety**

Taught by tutored distance learning

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NEBOSH International General Certificate

The NEBOSH International General Certificate in Occupational Health and Safety (IGC) is intended for managers, supervisors and employees based outside the UK who require a broad knowledge and understanding of health and safety principles and practices. The qualification focuses on international standards and management systems, enabling candidates to effectively discharge workplace health and safety responsibilities in any employment sector, in all parts of the world. The NEBOSH International General Certificate is also suitable for those embarking on a career in health and safety, providing a sound basis for progression on to the NEBOSH International Diploma. The International General Certificate qualification meets the academic requirements for Technician Membership (Tech IOSH) of Institution of Occupational Safety and Health (IOSH) and Associate membership (AIIRSM) of the International Institute of Risk and Safety Management (IIRSM).

Course Content

The syllabus comprises three units that are separately assessed.

Unit IGC1 Management of international health and safety

Unit IGC2 Control of international workplace hazards

Unit IGC3 International health and safety practical application

Distance-Learning

Course materials consisting of notes, coursework and a textbook are sent by courier. Students then complete the coursework and return by post or email to ATM for marking. The coursework does not count towards the award.

Examinations

The written examinations are closed booked and are held four times a year. They can be taken in the UK, and at British Council Offices and local universities overseas. Overseas venues normally charge a set rate for exams in local currency; this fee must be paid by the candidate. Candidates should enrol on the course at least 10 weeks before they wish to sit the examinations, the exam dates for 2012 are given in the table below.

Enrolment closing date	IGC1 & IGC2	IGC3 Submission
1 January 2012	Wednesday 7 March 2012	17 March 2012
1 April 2012	Wednesday 13 June 2012	23 June 2012
1 July 2012	Wednesday 5 September 2012	15 September 2012
1 October 2012	Wednesday 5 December 2012	15 December 2012

Practical Assessment

IGC3 is assessed by submission of a written report that is marked by ATM Safety & Environment and moderated by NEBOSH. This IGC3 report must be submitted to ATM within 10 days of the written examinations, and must be carried out in the candidates own workplace or other suitable location. The practical assessment does not need to be supervised, but must be prepared in accordance with the NEBOSH IGC3 guidance, that will be issued to candidates on enrolment, and the candidate must sign a declaration that the submission is their own work .

Course Fee

The course fee is £400 (VAT is applicable if resident in the UK) and exam registration fees are £125. The course fee does not include fees charged by the British Council for an overseas sitting, which the candidate is responsible for paying locally. The course fee includes tutor support for a period of 12 months, so candidates have the choice of four exam sittings. We will also support candidates should they have to re-sit any exam, subject to an administration fee.

NEBOSH International Certificate in Construction

The NEBOSH International Certificate in Construction Health and Safety is aimed at Supervisors, Managers and Health and Safety Co-ordinators within the construction industry who are required to ensure that activities under their control are undertaken safely. It is also likely to prove useful for those concerned with the management of buildings who may need to ensure that contractors are working safely. The qualification meets the academic requirements for Technician Membership (Tech IOSH) of Institution of Occupational Safety and Health (IOSH) and Associate membership (AIIRSM) of the International Institute of Risk and Safety Management (IIRSM).

Entry Qualifications

No formal qualifications are required but candidates must have a reasonable standard of written English. Candidates who already hold Unit IGC1 of the NEBOSH International General Certificate or Unit IA of the NEBOSH International Diploma are only required to take Units ICC1 & 2.

Course Content

The syllabus comprises three units that are separately assessed by examination.

IGC1 Management of international health and safety

ICC1 Managing and controlling hazards in international construction activities

ICC2 International construction health and safety practical application

Distance-learning programme

ATM Safety & Environment run a distance learning programme for the International Certificate in Construction Health and Safety. The course materials consist of course notes produced by ATM Safety & Environment, a course textbook and coursework designed to take students through the syllabus and prepare them for the written examination. Coursework is marked by ATM Safety & Environment and does not count towards the award.

Examinations

The written examinations are closed booked and are held twice a year. They can be taken in the UK, and at British Council Offices and local universities overseas. Overseas venues normally charge a set rate for exams in local currency; this fee must be paid by the candidate. Candidates should enrol on the course at least 10 weeks before they wish to sit the examinations, the exam dates for 2012 are given in the table below.

Enrolment closing date	IGC1 & ICC1	ICC2 Submission
1 January 2012	Wednesday 7 March 2012	17 March 2012
1 July 2012	Wednesday 5 September 2012	15 September 2012

Practical Assessment (ICC2)

The practical assessment must be carried out a site carrying out a construction activity. This site should normally be the candidates own workplace but where this is not possible the candidate can arrange to observe a construction activity on another site. Candidates do not require supervision when carrying out the practical application but the candidate must sign a declaration that the submission is their own work. The finished report is marked by ATM Safety & Environment and moderated by NEBOSH.

Course Fee

The course fee is £400 for candidates taking all three units of the qualification. For candidates who already have Unit IGC1 of the NEBOSH International Certificate or Unit IA of the International Diploma, the course fee is reduced to £300. The course fee includes support for a period of 12 months, so candidates have the choice of two exam sittings. The fees quoted do not include the NEBOSH Exam Registration fee of £100 (£125 for sittings outside the UK) or overseas venue fees. We will support candidates should they have to re-sit the exam, subject to an administration fee.

In-company or group courses

Group courses by distance learning with revision seminars can be arranged on request for International Certificate qualifications. Candidates are expected to study the material and complete the coursework provided prior to attendance at the seminars, which are designed primarily to provide a revision programme and instruction in examination technique. Seminars can be tailored to local requirements. A local examination sitting can be arranged at anytime of the year for these courses.

Further information

Examination Venues

Examinations for the International General Certificate and the International Construction Certificate are held in the UK in Coventry, and at numerous British Council (BC) Offices overseas. In countries where the BC do not hold examinations or where their offices are too far away from the students home, examinations can often be arranged through a local university. Overseas students are responsible for payment of their own venue fees. For further information on your nearest exam centre please contact us.

Referrals

Candidates must obtain at least 45% in each of the written exams and 60% in the practical to pass the unit. Students who are referred can take the exam again at the next available exam sitting on payment of the NEBOSH registration fee and a £50 administration fee (VAT is charge on this fee for sittings in the UK).

Dispatch of certificates

Certificates are sent by Royal Mail tracked service in the UK and Royal Mail International Signed For service to addresses outside the UK. For candidates requiring their certificates sending by courier on completion of the course, rather than Royal Mail International Signed For, there will be a fee (GB £20) to cover the difference in costs between the services.

Enrolment

Please complete the application form and return with payment.

Discounts

Candidates who have previously studied with ATM Safety & Environment are eligible for a 10% discount. Discounts are also given for multiple enrolments where course materials are dispatched as one consignment. Please ask for a quotation.

Payment methods

We accept payment by cheque, most major debit/credit cards except American Express and by electronic transfer. For electronic transfers bank details are available on request.

Value Added Tax (VAT)

VAT is charged at the rate prevailing on all courses purchased in the UK but not on examination registration fees. Candidates resident overseas are not charged VAT.

NEBOSH fees

The examination fees quoted in this leaflet are valid for exams held before the 31st August 2012. We reserve the right to increase exam registration fees in line with any increase imposed by NEBOSH after that date.

Cancellations

No cancellations will be accepted or refunds given once an order has been placed.

ATM SAFETY & ENVIRONMENT APPLICATION FORM

Title (Mr/Mrs/Miss/Dr etc.).....Name.....

Date of birth ----/----/----- Male Female Nationality.....

Residential address

Address for sending course materials (if different from above)

Telephone No.....E-mail address.....

Employer..... Job Title

Student number for any previous NEBOSH qualifications

NEBOSH International General Certificate	<input checked="" type="checkbox"/> and £
I wish to study for the Certificate by Distance Learning <i>Cost £400. If you are resident in the UK you must add VAT at 20%</i>	
NEBOSH International Certificate in Construction with all three units	<input checked="" type="checkbox"/> and £
I wish to study for all three units of the International Construction Certificate by distance learning <i>Cost £400. If you are resident in the UK you must add VAT at 20%</i>	
NEBOSH International Certificate in Construction with construction units only	<input checked="" type="checkbox"/> and £
I have IGC1 or an equivalent qualification and wish to study for the Construction Units only <i>Cost £300. If you are resident in the UK you must add VAT at 20%</i>	
I wish to pay for the examination with the course fee	<input checked="" type="checkbox"/> and £
1. I will be taking the examinations in the UK and enclose registration fees: £100 for three units <input type="checkbox"/> or £60 for two units i.e. Construction Units only <input type="checkbox"/> 2. I will be taking the examination overseas and enclose £125 for three units <input type="checkbox"/> or £85 for two units i.e. Construction Units only <input type="checkbox"/>	
Total Amount	

Method of Payment

Cheque Debit Card Credit Card Electronic Transfer Purchase order

Payment by Card: Card number

Start Date: Expiry Date: Security Number (3 digits on back).....
(card details can be provided by telephone if preferred)

Signature of applicant..... Date.....

Note: No cancellations will be accepted or refunds given once an order has been placed.

Please return to: ATM Safety & Environment, Suite 2 Ashbee House, Campden Business Park,
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Tel: +44(0)1386 840198 Fax +44 (0) 1386 841950 Email:info@atmsafety.co.uk