

Course : CSE training: Health, safety and working conditions (companies with 11 to 49 employees)

Practical course - 5d - 35h00 - Ref. CKZ

Price : 2750 CHF E.T.



4,6 / 5

BEST

Nouvelle édition

Since the Health Law of August 2, 2021, the duration of mandatory training for CSE elected representatives has been increased to 5 days in companies with 11 to 49 employees. This training, paid for by the OPCOs, enables employee representatives to be key players in the prevention of occupational risks and the improvement of working conditions. The course comprises 2 modules (CK1 and CK2) of 3 and 2 days respectively, with an intersessional period.



Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Understand the role, responsibilities and resources of the CSE in terms of health, safety and working conditions
- ✓ Carry out prevention missions and contribute to the assessment of occupational risks
- ✓ Acquire methods for preventing risks and improving working conditions
- ✓ Become a player in occupational health and safety

Intended audience

Employee representatives on the Social and Economic Committee (Comité Social et Economique - CSE), titular or alternate.

Prerequisites

No special knowledge required.

Practical details

Teaching methods

Interactive and applied pedagogy. Quizzes and case studies.

PARTICIPANTS

Employee representatives on the Social and Economic Committee (Comité Social et Economique - CSE), titular or alternate.

PREREQUISITES

No special knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

Composition de la formation

CSE: health, safety and working conditions SSCT, initial (11 to 299 employees) - Part 1

Ref. CK1 - 3 days

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CSE: health, safety and working conditions SSCT, initial (11 to 299 employees) - Part 2

Ref. CK2 - 2 days

★ 4/5

Course schedule

1 Understanding the role and scope of the CSE

- Identifying the specific scope of the CSE in small companies
- Combining the exercise of one's mandate with the fulfillment of one's employment contract
- Knowing the protection afforded by the mandate and the offence of obstruction

Hands-on work

Prepare notes for CSE meetings (complaints, register).

2 Mobilizing the resources of the CSE to exercise its mandate effectively

- Master the rules governing delegation hours, deferrals and pooling
- Organizing travel and communication with employees
- Prepare meetings with the employer and monitor the claims register

Hands-on work

Quiz on delegation hours regulations.

3 Identify the issues and players in occupational health and safety

- Understanding the challenges of the Health Act to strengthen prevention
- Understanding the employer's prevention responsibilities
- The role of the Occupational Health and Prevention Department

Hands-on work

Préciser les registres d'intervention du médecin du travail et de l'inspection du travail.

4 Dealing with work-related accidents and illnesses

- Define the concepts of accident at work, commuting accident and occupational disease.
- Understanding declaration and recognition procedures
- Identify the role of the CSE and the employer in the event of accident or unfitness for work

Hands-on work

Case studies: distinguishing between accidents at work and commuting accidents, the role of the CSE in reclassifying employees who are unfit for work.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

5 Assessing and ranking occupational risks

- Distinguishing between hazards, damage and occupational risks
- Identify and rank company risks
- Distinguish between primary, secondary and tertiary levels of prevention

Hands-on work

Analysis of work situations (video and participants' actual cases). Facts versus opinions" quiz.

6 Understanding and preventing physical and psychosocial risks (RPS)

- Understanding physical workload situations and their consequences on health
- Know the limits and protections set by regulations
- Identify MSD (musculoskeletal disorders) factors according to workstations and activities
- Understanding the mechanisms of work-related stress and its consequences on health
- Understanding the families and causes of RPS (Gollac report)
- Identify appropriate preventive measures

Hands-on work

Group exercise: identify physical risks in your company. Identify the causes, effects and preventive measures of RPS based on a video.

7 Identify risks and take action at your facility

- Establish a review of the Document unique d'évaluation des risques professionnels (DUERP - single document for assessing professional risks)
- Propose preventive measures and monitor occupational health indicators
- Conduct inspections or investigations, particularly after accidents or internal violence
- Intervening in the event of serious and imminent danger
- Taking action in the event of harassment

Hands-on work

Site visit or video analysis to identify risks. Analyze the causes of a workplace accident using the cause tree method, and identify preventive measures.

8 Building and monitoring the CSE action plan

- Determining priorities and building the CSE's roadmap
- Identify external resources: INRS, ANACT, CARSAT, etc.
- Identify key success factors and integrate prevention actions into corporate strategy

Hands-on work

Draw up a CSE action plan and prepare for the next inspection.

Dates and locations

REMOTE CLASS

2026 : 1 Apr., 18 May, 3 June, 7 Sep., 1 Oct.,
4 Nov., 16 Nov.