

# Course : Le Document Unique, assessing professional risks

Practical course - 2d - 14h00 - Ref. RPU

Price : 1590 CHF E.T.



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Nouvelle édition

The Document Unique d'Evaluation des Risques Professionnels (DUERP - Single Occupational Risk Assessment Document), mandatory in all companies, is a major tool for safeguarding health in the workplace. You'll learn how to identify the occupational risks associated with your activities, so you can draw up the DUERP and implement your action plan.

## Teaching objectives

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

- ✓ Identify and assess company risks
- ✓ Formalize the Single Document and associated action plan
- ✓ Monitor the implementation of identified actions
- ✓ Rolling out the Document Unique towards a global approach

## Intended audience

Company managers, directors, human resources managers, safety officers.

## Prerequisites

No special knowledge required.

## Practical details

### Hands-on work

Practical application in sub-groups of concrete case studies, sharing and consolidation of the concept during feedback sessions.

## Course schedule

### PARTICIPANTS

Company managers, directors, human resources managers, safety officers.

### 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.

## 1 Why assess occupational risks?

- Define the concept of occupational hazards.
- Know the regulatory framework.
- The law of December 31, 1991 n° 91-1414.
- Decree 2001-1016 of November 5, 2001.
- Law n°2021-1018 of August 2, 2021, decree of March 18, 2022 (article L-4121-3-1 of the Labor Code)
- Identify economic and social issues.
- Identify the responsibilities of the company manager.
- Identify the key players in health and safety.

### Hands-on work

Identify the key players in your company and their responsibilities.

## 2 Risk assessment methodology

- Identify risk typologies.
- Prepare the occupational risk assessment process.
- Carry out a site survey.
- Plan the process.
- Define responsibilities within the company.
- Identify risks.
- Assess the consequences using a rating scale.
- Prioritize risks.

### Hands-on work

Identify and rate the risks of a typical company, and return and consolidate the concept.

## 3 Creation of the Document Unique

- Structuring and drafting the mandatory occupational risk assessment document.
- Managing the Document Unique in terms of distribution.
- Monitor changes resulting from the company's activities and structures.
- Build action plan and verify results (PAPRIPACT compliance).
- Optimize the process.

### Hands-on work

Formalization of the company's standard Single Document, development of the action plan, feedback and consolidation.

## 4 From the Document Unique to the occupational health and safety

### management system

- Integrate occupational health and safety management into all corporate functions.
- Harmonize health and safety policy with other company policies.
- Draft the company manager's commitment.
- Develop autonomy in prevention.
- Define the steps involved in migrating from the single document to the OHS management system.
- Identify the different reference systems.
- Understand the structure of the ISO 45001 management system.

### Hands-on work

Developing a single document into a global OHS approach, restitution.

## 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](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.

