

# Developing & Delivering Toolbox Talks

JTN Course Code – HSSE005

## AIM & OBJECTIVES

To provide delegates with the confidence to deliver effective toolbox talks.

## COURSE CONTENT

On completion of this module the delegate should be able to:

- explain the importance of communication
- explain the importance of safety meetings
- explain the difference between safety meetings & toolbox talks
- develop effective toolbox talks.
- deliver effective toolbox talks

Note! Each delegate will be issued a module handout for future reference.

## ASSESSMENT

On completion of the module the delegates will be subject to:

- A 10 question underpinning knowledge assessment. A pass mark of 75% is required.
- A practical assessment comprising of developing & delivering a toolbox talk

## CERTIFICATION

Delegates successfully meeting the requirements of the module will be issued a JTN Certificate of Achievement.

## REVALIDATION

There is no revalidation period for this training module, but refresher training is recommended every 2 years.

## WHO SHOULD ATTEND

Any person with the responsibility of delivering toolbox talks to team members.

## PREREQUISITES

There are no pre-requisites for this module.

## LOCATION

- JTN Training Centre, Miri, or
- Client's premises if suitable facilities are available\*

## DURATION

1 day

## PARTICIPANTS

Minimum of 4, Maximum of 10

If this overview does not provide the information you require, please get in touch with us at [contact@jtntechnicalservices.com](mailto:contact@jtntechnicalservices.com)

It is important to be as specific as possible about the information you would like, as this will help us to respond accurately and promptly. Where possible, please include a contact telephone number/ Skype screenname so we can contact you to discuss your request when necessary.

\*Additional costings and changes in minimum & maximum participants may apply.

Disclaimer: Every effort has been made to ensure the accuracy of the information in this overview, which is believed to be correct at the time of publication.

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