



CATCH

SKILLS

TRAINING COURSE PROSPECTUS

WWW.CATCHUK.ORG



ABOUT US

CATCH Skills is a technical training provider specialising in Mechanical, Electrical, Process and Health & Safety training.

This course prospectus outlines our offer and illustrates the wide range of services and solutions for skills and competency development for industry. Our training is focused around 3 main areas, employer led solutions, contextualised training delivered by ex-industry trainers and ensuring the delegate has a high-quality experience.

We have a wide range of open courses available for both employers looking to develop their existing team or private individuals looking to learn new skills.

We also work with clients to build bespoke courses to match their specific training needs. This is done through a compliance driven approach to assist companies with industry standards, regulations and legislation. We then work with the client to develop a training solution that meets their requirements, incorporating where possible their own procedures, standards, health & safety terminology and processes.

CATCH Skills is an ECITB and City & Guilds accredited training provider offering a variety of accredited training courses and technical tests such as Mechanical Joint Integrity, Small Bore Tubing, Confined Spaces and 18th Edition.

CATCH boasts impressive training facilities including a live operational process plant with control room, bunded tank farm, DCS simulator and confined space entry zone as well as engineering workshops and classrooms. The live industry environment allows us to offer the operational experience through replicated scenarios without the high level of risk that would come with the same training on an actual plant.

Our wide range of services stretches from 1 day basic health & safety courses, to apprenticeship pre-induction programmes, industry experience programmes for Chemical Engineering University students, bespoke scenario based training for employers using the CATCH process plant. Everything we do is led by requirements of industry and its employers.

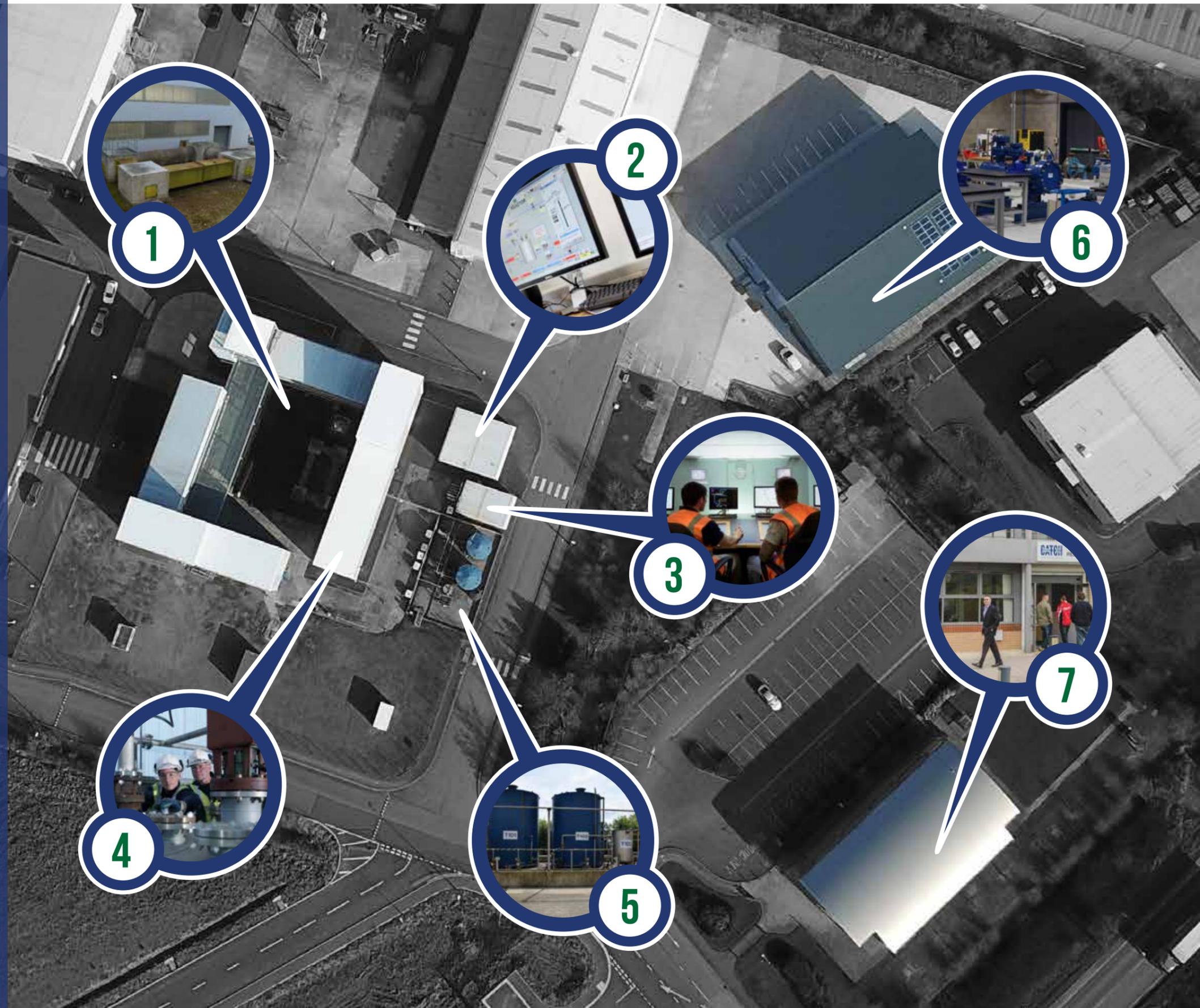
If the training course you are looking for is not in the prospectus then please get in touch as we also work with a wide range of providers based both on site @CATCH and externally to deliver specific areas of training.

We look forward to working with you in the future.

The CATCH Skills Team

SITE MAP

- 1 Confined Space Unit
- 2 Control Room
- 3 DCS Simulator
- 4 Process Building
- 5 Tank Farm
- 6 CATCH Skills Building
- 7 Main Reception





CASE STUDY

VPI IMMINGHAM

Working closely with our client, VPI Immingham, CATCH Skills developed a bespoke Emergency Response training package which highlighted the training requirements for operational staff and core emergency response personnel.

The driving philosophy was for every shift team to attend a training session annually to ensure any changes in an Emergency Response can be rolled out and implemented in a timely manner.

This training supports the client in defining the roles and responsibilities of individuals, the actions to take in an emergency and the standards of communication required. It also advises and incorporates on the possible third-party interactions with the emergency services, media, relatives and the general public.

Incorporating relevant in-house documentation such as: Emergency Procedures Manual, Incident Scenarios and Task Cards, Emergency Control Centres, Press Media Team and Statements and Emergency Telephone Communications Lists the delivery was both relevant, and in using the unique backdrop of the Process Building and DCS Control Room gave the delegates an authentic and realistic experience.

For these scenarios we worked with the following roles: Control Person, 3 x Operations Technicians and an Incident Status Board as minimum pre-requisites.

CASE STUDY

SYNGENTA

Crop protection manufacturer Syngenta, based in Huddersfield, have been coming to the CATCH facility since 2013 for their Work Preparedness Programme for their new apprentices. The programme is an essential part of their induction process to the company before they start on their apprenticeship journey.

The 5 day programme covers a wide range of topics including:

- Plant familiarisation
- PNIDs
- HSE Awareness
- Radio operations
- Process plant awareness
- Flange integrity
- Start up/shut down processes
- Plant maintenance exercises
- Materials/Mechanical properties
- Emergency process simulator scenario
- Chemical transfer to reactor
- Manufacture of a product

The culmination of the week is an exercise where the learners must go through the full manufacturing process combining all the above elements, including measuring and ordering the stock, to make a specific product.

"The trainers are knowledgeable in industry processes, procedures, risks and hazards which help our apprentices to gain an introduction to the industry and gain understanding of their role and responsibilities when back in the workplace. Every year group of apprentices thoroughly enjoy their experience at CATCH and confirm that this is their favourite and most enjoyable part of the induction programme."



"Our programme gives apprentices the classroom theory element and realistic practical training inside a training plant, which is a fantastic facility to allow our new learners to learn and develop in a practical training environment that is realistic to our industry."

All trainers and staff at CATCH help make our programme the success that it is, with their friendly, helpful and professional manner."

Nikita Seabright, Engineering Apprentice Manager - Syngenta



CASE STUDY

JACOBS FIELD SERVICE

CATCH Skills have delivered various courses for Jacobs Field Services which has supported us on many of our sites. They have covered subjects such as Health & Safety including Safety Passport, Leading a Team Safely to technical qualifications such as MJ110 and Confined Space.

CATCH Skills have trained a large majority of our work force from January alone they have trained over 100 staff members, they are knowledgeable about all the courses they offer and are always professional from booking the courses through to candidates attending. They are easy to contact and always happy to help, no matter what the request.

As a company CATCH Skills are a pleasure to work with, the staff alone make our job more efficient and are a joy to work with. They are reasonable prices and offer a good range of dates to meet our needs and try to find solutions to our problems.

CATCH Skills have helped deliver off the shelf courses and design bespoke courses to meet the needs of our business and hopefully this relationship will continue in the future.



CASE STUDY

UNIVERSITY OF LEEDS

CATCH Skills delivers a 5 day programme for the University of Leeds that gives 200 of their Chemical Engineering degree students the opportunity to bring their theoretical studies at the University into the real working world.

The programme was developed for 2nd Year Chemical Engineering students to give them a greater awareness of process industry.

Each student attended for 1 day and had 5 practical sessions covering;

- Laser Alignment
- Mechanical Joint Integrity
- Pumps & Gearboxes
- DCS control room simulation
- Process operations and plant introduction

Practical industry experience in a degree programme is very difficult to achieve yet is valued as extremely important by employers. The CATCH Skills programme allows students to apply and transfer their Chemical Engineering theoretical studies into practical scenarios, within a safe and controlled environment.

James McIntosh, Head of CATCH Skills:

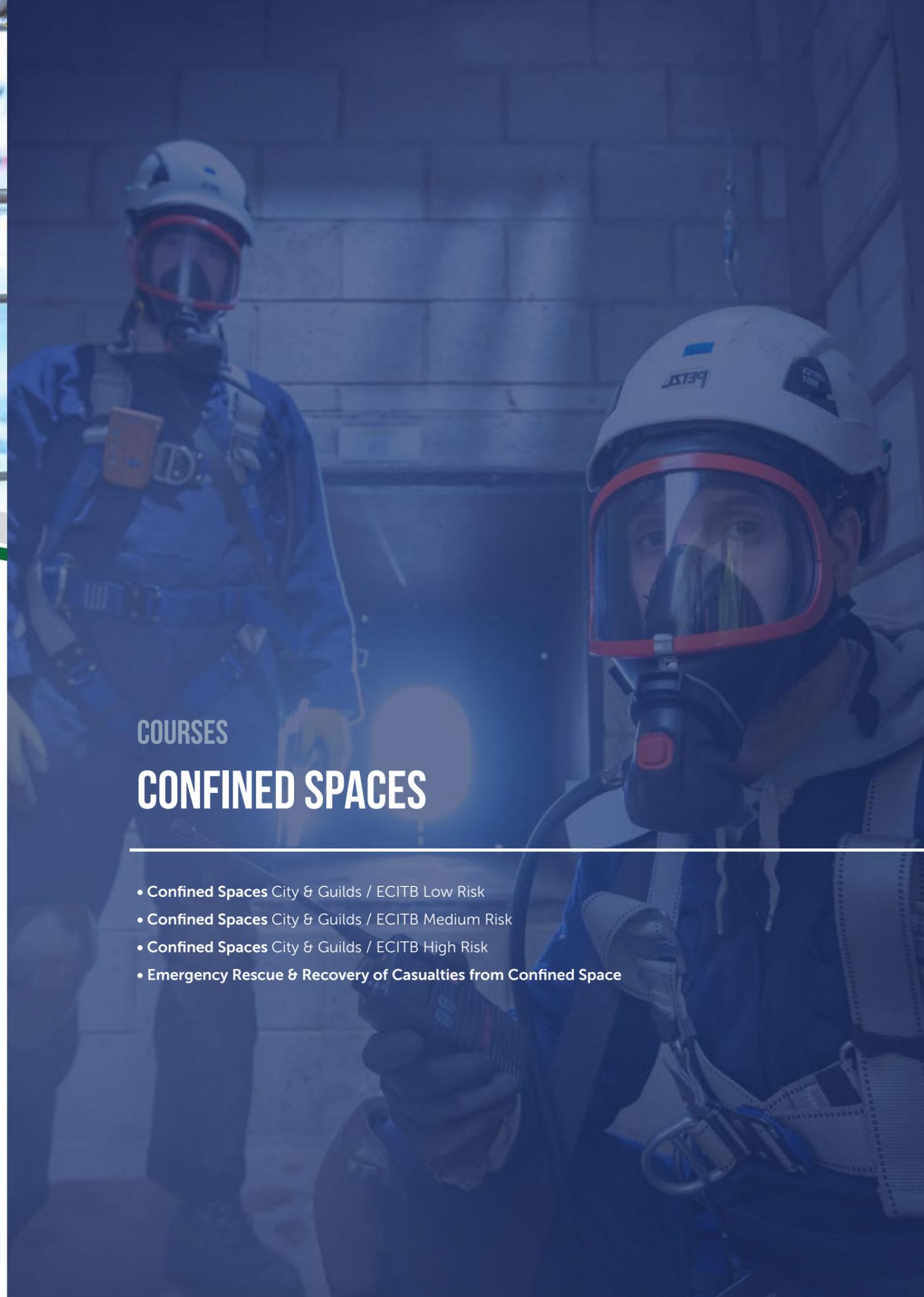
"The University of Leeds project really showcases the variety that the CATCH site has to offer. To facilitate over 200 students in a week doing a range of Process and Mechanical activities is no mean feat and the fact that the students give such excellent feedback means that the project certainly adds value to their Chemical Engineering degree programme."

The University have already booked for next year's programme and we look forward to working with them to ensure it has a similar impact on the students who visit."



"We are now able to understand how chemical engineering in is put into practice, and particularly the process system's module was extremely beneficial."

The practical activities allow us to see how our course theory can be applied in industry, in addition the heavy focus on health and safety was fantastic."



COURSES

CONFINED SPACES

- **Confined Spaces** City & Guilds / ECITB Low Risk
- **Confined Spaces** City & Guilds / ECITB Medium Risk
- **Confined Spaces** City & Guilds / ECITB High Risk
- **Emergency Rescue & Recovery of Casualties from Confined Space**

CONFINED SPACES

COURSES



CONFINED SPACES - LOW RISK

CITY & GUILDS / ECITB CONFINED SPACE COURSE

This course is designed for workers who operate within Low Risk Confined Spaces across a wide variety of industries. The definition of a Low Risk Confined Space is a low, shallow entry with adequate natural or mechanical ventilation, where access is simple and unobstructed and there is no likely risk of flooding. e.g. meter pits, valve chambers, booster-pumping stations, PRV chambers.

The aim of this unit is to assess learners against the national standard in a realistic low risk environment preparing to work safely; entering and exiting confined spaces safely; using equipment and tools safely; following procedures and dealing with emergencies.

Course Content

- Prepare to enter and work safely in low risk confined spaces.
- Enter and exit confined spaces safely.
- Use equipment and tools safely and in accordance with manufacturers' instructions.
- Follow procedures and work safely.
- Deal with emergencies.
- Use appropriate behaviour for working in low risk confined spaces.

This course is also available as a non - accredited CATCH Skills certified course

Duration:
1 day course: Both practical elements involving the use of our internal confined space unit

Awarded:
ECITB / City and Guilds Certification

CONFINED SPACES - HIGH RISK

CITY & GUILDS / ECITB CONFINED SPACE COURSE

This course is designed for workers who operate as part of a team within a high risk confined. A high risk confined space exists where there are access issues and a high expectation of encountering a specific risk potentially including use of oxygen masks.

The aim of this unit is to assess learners against the skills and knowledge required by a worker operating in a high risk confined space environment.

Course Content

- Prepare to work safely in high risk confined spaces.
- Enter and exit confined spaces safely.
- Prepare and use appropriate RPE for working and escape purposes in accordance with manufacturers' specifications.
- Use equipment and tools safely and in accordance with manufacturers' specifications.
- Follow procedures and work safely.
- Deal with emergencies.
- Use appropriate behaviour for working in high risk confined spaces.
- Use appropriate knowledge for working in high risk confined spaces.
- Apply relevant industry standards for working in high risk confined spaces.

This course is also available as a non - accredited CATCH Skills certified course

Duration:
3 day course: Both practical elements involving the use of our internal confined space unit

Awarded:
ECITB / City and Guilds Certification

CONFINED SPACES - MEDIUM RISK

CITY & GUILDS / ECITB CONFINED SPACE COURSE

This course is designed for workers who operate within Medium Risk Confined Spaces across a wide variety of industries. A Medium Risk Confined Space exists where there are access issues; a realistic expectation of encountering a specific risk; possible introduction of specified risks during the work activity. Vertical direct unobstructed access with continuous attachment to a man riding hoist or similar mechanical rescue device.

The aim of this unit is to assess learners against the national standard in a realistic medium risk environment preparing to work safely; entering and exiting confined spaces safely; preparing and using appropriate respiratory protective equipment (RPE); using equipment and tools safely; following procedures and dealing with emergencies.

Course Content

- Prepare to work safely in Medium Risk Confined Spaces.
- Enter and exit confined spaces safely.
- Prepare and use appropriate respiratory protective equipment (RPE) for escape purposes in accordance with manufacturers' specifications.
- Use equipment and tools safely and in accordance with manufacturers' instructions.
- Follow procedures and work safely.
- Deal with emergencies.
- Use appropriate behaviour for working in Medium Risk Confined Spaces.
- Use appropriate knowledge for working in Medium Risk Confined Spaces.
- Apply relevant industry standards for working in Medium Risk Confined Spaces.

This course is also available as a non - accredited CATCH Skills certified course

Duration:
2 day course: Both practical elements involving the use of our internal confined space unit

Awarded:
ECITB / City and Guilds Certification

EMERGENCY RESCUE & RECOVERY OF CASUALTIES FROM CONFINED SPACES

CITY & GUILDS CONFINED SPACE COURSE

This qualification is for those persons who are part of a dedicated rescue team. The event will cover all aspects of planning, strategy, communications and emergency evacuation of a casualty. The event will be practical and theoretical with a staged emergency recovery leading to an assessment of abilities, with a structured report in line with the water industry and emergency services.

This qualification is normally undertaken by a full team and these courses are run on a need basis. All learners must be clean shaven to participate in this course and must hold a current 6150-03 High Risk Certificate.

Course Content

- Prepare to work safely in high risk confined spaces.
- Enter and exit confined spaces safely.
- Prepare and use appropriate RPE for working and escape purposes in accordance with manufacturers' specifications.
- Use equipment and tools safely and in accordance with manufacturers' specifications.
- Follow procedures and work safely.
- Deal with emergencies.
- Use appropriate behaviour for working in high risk confined spaces.
- Use appropriate knowledge for working in high risk confined spaces.
- Apply relevant industry standards for working in high risk confined spaces

This course is also available as a non- accredited CATCH Skills certified course

Duration:
4 day course: Direct observation of a rescue in a confined space and a written exam

Awarded:
City and Guilds Certification

COURSES

ELECTRICAL

- Basic Electrical Awareness
- EAL Level 3 Inspection & Testing
- Introduction to Instrumentation
- Pat Testing City & Guilds
- 18th Edition City & Guilds

ELECTRICAL

COURSES

BASIC ELECTRICAL AWARENESS

The Basic Electrical Awareness course has been designed for individuals with very little or no previous electrical experience.

Course Content

- Relationships between Voltage, Current and Resistors
- Ohm's Law
- Health and Safety and First Aid
- IEE Regulations and Safe Isolation Procedures
- Voltage Bands and Testing
- Circuit Control, Fuses, Circuit Breakers RCD's and Miniature Circuit Breakers
- Electrical Test Equipment for Use by Electricians
- The Testing of Electrical Installation
- End of course theory and practical assessments

Duration:
One Day Course

Awarded:
CATCH Skills Certification

EAL LEVEL 3 INSPECTION AND TESTING

THE PERIODIC INSPECTION, TESTING AND CERTIFICATION OF ELECTRICAL INSTALLATIONS (QCF)

This Level 3 scheme is for electricians that are actively involved in the inspection and testing of properties and already have the latest wiring regulations qualification BS7671:2008 (17th Edition) and require to become certified, possibly for NICEIC purposes.

Course Content

- The legal responsibilities of an inspector
- The general requirements of BS7671 relating to initial verification
- The inspection process and testing requirements for new installations
- How to complete certain BS7671 certificates
- The reasons for electrical inspection and how to code items
- Greater understanding of testing
- How to complete the new Electrical Installation Condition Report Form

Please note this is not suitable for novices.

Duration:
Five Day Course

Awarded:
EAL Certification

INTRODUCTION TO INSTRUMENTATION

Members of production or mechanical teams that come into contact with instrumentation and require knowledge of instrumentation.

Course Content

- Introduction to instrumentation (Pressure, Level, Flow & Temperature)
- Signals and sensors
- Control valves and actuators
- Basic principles of open loop & closed loop control
- Maintenance strategies

Duration:
One Day Course

Awarded:
CATCH Skills Certification

ELECTRICAL

COURSES



PAT TESTING

CITY & GUILDS 2377-22

Over a two day period the course allows you to learn PAT testing and gain a recognised qualification from a leading qualification body widely known in the industry for quality training.

The 2377-22 course from City and Guilds is a PAT testing course that provides you with a recognised qualification in portable appliance testing procedures.

Course Content

During the 2-day course, you will have use of the course handbook, called IET Code of Practice for In-service Inspection and Testing of Electrical Equipment, 4th edition (purple).

This handbook must be returned to Kingsway Training following the training. If you would like to purchase your own copy of the handbook, this is £51.70 and can be purchased from Kingsway Training reception.

*** Please note, the examination will be booked when booking the course, and must be at least 10 working days before the start of the course.**

Duration:
Two Day Course
Examination: 2pm on Day Two

Awarded:
City and Guilds accredited

18TH EDITION

Members of production or mechanical teams that come into contact and require knowledge of instrumentation.

Course Content

- Part 1 – Scope, object and fundamental principles
- Part 2 – Definitions
- Part 3 – Assessment of general characteristics
- Part 4 – Protection for Safety
- Part 5 Selection and Erection of Equipment
- Part 6 – Inspection and Testing
- Part 7 – Special Installations or Locations
- Appendices

This course reflects the very latest edition of the electrical regulations. Updated and re-issued to cover major breakthroughs in the electrical industry such as:

- Arc Fault Detection Devices
- Protection against thermal effects
- Non-automatic local and remote isolation and switching
- A new Section covering Onshore units of electrical shore connections for inland navigation vessels
- And a whole new Appendix covering energy efficiency

All new systems designed and installed after 1st January 2019 must comply with the new regulations and working electricians are required to demonstrate the ability and sufficient knowledge to comply.

During the 3-day course, you will have use of the course handbook, called BS 7671:2018, Eighteenth Edition (Blue), which will also be available to use during the assessments. This handbook must be returned to CATCH Skills following the training/exam.

*** Please note, the examination will be booked when booking the course, and must be at least 10 working days before the start of the course.**

Duration:
Three Day Course

Awarded:
City and Guilds accredited

COURSES

HEALTH & SAFETY

- Asbestos Awareness
- CCNSG Leading a Team Safely
- CCNSG Safety Passport
- CCNSG Safety Passport Renewal
- COSHH Control of Substances Hazardous to Health
- Emergency First Aid at Work
- Emergency Response
- Fire Marshal
- First Aid at Work
- IOSH Managing Safely
- IOSH Working Safely
- LOLER Awareness Course
- Manual Handling Principles
- Nitrogen Purging
- Principles of Assessment
- Risk Assessment & Method Statements
- Safe Systems of Work
- Safety Harness and Inspection
- Slings and Lifting



HEALTH & SAFETY COURSES



ASBESTOS AWARENESS

This course offers theoretical training to enable candidates to demonstrate a good level of Asbestos Awareness in order to protect themselves and those around them from exposure to asbestos.

By the end of the course, candidates will be able to: identify common asbestos products and be aware of their possible presence in buildings; know how to deal with the identification of asbestos or damaged asbestos products and carry out their work safely in areas where asbestos has been identified.

Suitable for those involved in the building maintenance/construction trades, for example: electricians, plumbers, fitters, builders, refurbishment contractors, etc.

Course Content

- An introduction to asbestos
- Control of Asbestos Regulations
- Asbestos usage in buildings
- Asbestos Health Risks
- Video – ‘Mesothelioma’
- An introduction to asbestos essentials
- Practical advice for planning works
- Question and answer session

Duration:
Half Day Course

Awarded:
CATCH Skills Qualification

CCNSG LEADING A TEAM SAFELY

CCNSG Leading a Team Safely is a one day workshop designed to provide an essential introduction to managing small teams within the context of Health and Safety in the Engineering Construction Industry.

Course Content

- How to communicate successfully
- How to lead a team successfully
- How to achieve safe outcomes
- Self-management
- How to work safely with others

It explores these topics in an interactive way and delegates’ participation throughout the day is a key factor.

The course is based around the concept of ‘The Good Job’ and is structured into four elements:

- The Team
- The Plan
- The Job
- Good Job

Duration:
One Day Course

Awarded:
Awarded ECITB Accreditation

CCNSG SAFETY PASSPORT

The Safety Passport scheme provides a basic level of health & safety knowledge for those working on engineering construction sites.

The Client/Contractor National Safety Group (CCNSG) monitors and controls the Safety Passport scheme. This qualification is regarded as essential before working on any given engineering construction site.

Course Content

- Safe behaviour at work
- Safe place of work
- Safe systems of work
- Safety problems and safe solutions

On successful completion you will receive a Safety Passport Card that is valid for three years. You must complete the Safety Passport Renewal Course within 3 months of the expiry date to keep your Safety Passport valid.

Duration:
Two Day Course

Awarded:
Safety Passport (Valid 3 years)

CCNSG SAFETY PASSPORT RENEWAL

The Safety Passport Scheme provides a basic level of health and safety knowledge for those who work on engineering construction sites. This listing is for the 1 day renewal course. This course is designed to bring safety passport holders up to date with new legislation before their passport expires.

The Client/Contractor National Safety Group (CCNSG) monitors and controls the Safety Passport scheme. This qualification is regarded as essential before working on any given engineering construction site.

Course Content

- Safe behaviour at work
- Safe place of work
- Safe systems of work
- Safety problems and safe solutions

On successful completion of the CCNSG Renewal delegates are issued with a new CCNSG Safety Passport which is valid for 3 years.

Duration:
One Day Course

Awarded:
Safety Passport (Valid 3 Years)

COSHH

CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH

The course is designed for members of staff who have responsibilities for ensuring hazardous substances are used safely and without risk to health in the workplace. This will enable delegates to comply with the requirements of the Control of Substances Hazardous to Health Regulations 1988.

Course Content

- Review of the requirements of the regulations
- Classification of hazardous substances
- Health risks and routes on entry
- Exposure levels and limits (EH40)
- Assessment recording including use on Inventories, Data Sheets and Exposure Levels
- Control measures and responsibilities
- Monitoring techniques
- Instruction, training and health surveillance requirements

Duration:
One Day Course

Awarded:
CATCH Skills Certification

FIRE MARSHAL / FIRE WARDEN

Training in house personnel to the level where they can fulfil the role of Fire Marshal or Fire Warden within their organisation, including responding to emergencies and undertaking routine fire safety procedures.

Course Content

- The role of the fire marshal
- Liaison with the fire service
- Action on discovering a fire
- Fire safety legislation
- The chemistry of fire
- Common causes of fire
- Fire safety precautions
- Fire drills and evacuation
- How to use fire extinguishers

Duration:
One Day Course

Awarded:
CATCH Skills certification

EMERGENCY FIRST AID AT WORK

This qualification is to benefit learners by enabling them to attain the knowledge and practical competencies needed to deal with a range of emergency first aid situations and / or take on the role of emergency first aider in the workplace.

Course Content

- Identify the roles and responsibilities of a first aider
- Conduct a scene survey
- Identify when to administer Cardiopulmonary Resuscitation (CPR)
- Demonstrate CPR on a manikin
- How to place casualty into the recovery position
- Administer first aid to a casualty who is experiencing a seizure
- Identify mild or severe choking and how to control severe external bleeding
- Recognise when a casualty is suffering from shock
- Identify how to administer first aid to a casualty with small cuts, grazes, bruises, small splinters, minor burns and scalds

Duration:
One Day Course

Awarded:
Qualsafe Certification

EMERGENCY RESPONSE

FOR CONTROL ROOM OPERATORS AND SUPERVISORS

To provide candidates with a realistic experience in controlling emergency situations including loss of containment scenarios in a real-time environment.

It will provide the candidates with a better understanding of their individual responsibilities during an emergency situation.

Course Content

- To assess competence in understanding of site emergency plans and procedures
- To improve communication and control skills during an emergency situation
- To develop techniques to minimise the effects of an emergency situation
- To assess emergency response in a variety of practical situations
- To provide feedback and constructive analysis of each team/candidate's performance
- Emergency preparedness
- Effectiveness of emergency procedures
- Command and control techniques
- Incident controller role and responsibilities
- Assessment of response to emergency situations
- Human factors during emergencies
- Equipment leaks/fires
- Loss of containment scenarios including vapour clouds with and without an ignition source
- Loss of Electrical Power/Instrument air
- Overfill scenarios
- Medical emergencies

Duration:
Two Day Course

Awarded:
CATCH Skills Certification

FIRST AID AT WORK

The qualification is to benefit learners by enabling them to attain the knowledge and practical competencies needed to deal with a range of first aid situations and / or take on the role of a first aider in the workplace.

Course Content

Unit 1

- Identify the roles and responsibilities of a first aider
- Conduct a scene survey
- Identify when to administer Cardiopulmonary Resuscitation (CPR)
- CPR includes correct placement of AED pads and follows AED instructions
- Demonstrate CPR on a manikin
- How to place casualty into the recovery position
- Administer first aid to a casualty who is experiencing a seizure
- Identify mild or severe choking
- Identify how to control severe external bleeding
- Recognise when a casualty is suffering from shock
- Identify how to administer first aid to a casualty with small cuts, grazes, bruises, small splinters, minor burns and scalds

Unit 2

- Recognise suspected fractures, dislocations, sprains and strains
- Recognise suspected head injury and spinal injury and administer first aid
- Recognise flail chest, penetrating chest injury
- Administrate first aid for burns involving dry heat, wet heat, electricity and chemicals
- Identify how to administer first aid for eye injuries involving dust, chemical and embedded objects
- Identify routes that poisons can take to enter the body
- Recognise anaphylaxis

Duration:
Three Day Course

Awarded:
Qualsafe Certification

IOSH - MANAGING SAFELY

Under the Health and Safety at Work Regulations every company has a legal responsibility for the Health and Safety of its employees and any other person affected by its business.

Managers have a key role in implementing Health and Safety policy and procedures and need to be familiar with key issues. Not adhering to the legislative requirements can add significant costs to a business, not only through expensive compensation and increased insurance fees but also through absence management.

The course is designed for managers, supervisors, safety personnel and employees who have a responsibility for managing safety/risk in their company or place of work.

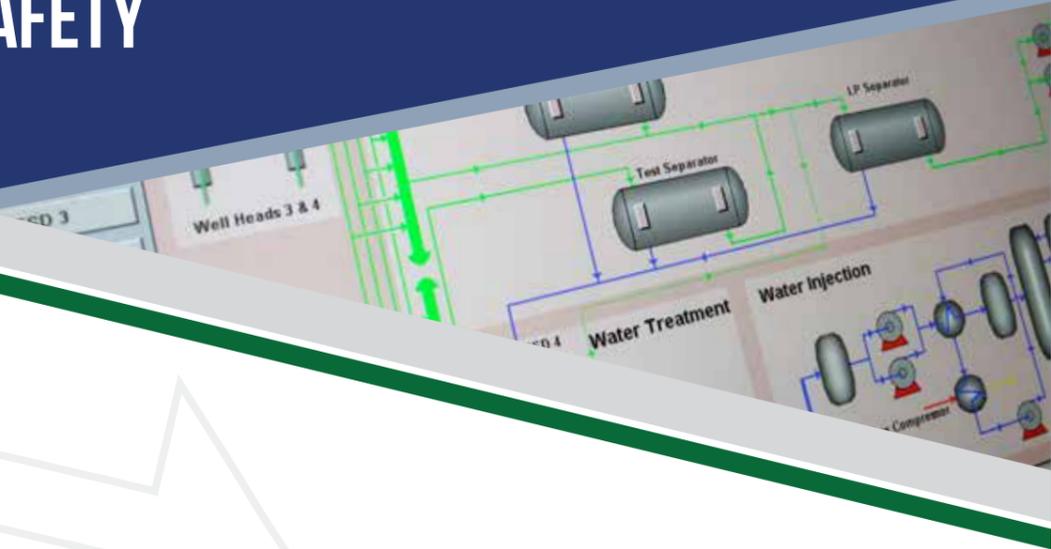
Course Content

- Health and Safety Legislation
- Hazards – general
- Safety Management systems
- Active and reactive monitoring
- Accident Prevention, investigation and reporting
- Occupational health and hygiene
- Fire, electricity and noise
- Workplace inspection
- Risk assessment and risk control

Duration:
Four Day Course

Awarded:
IOSH certificate

HEALTH & SAFETY COURSES



IOSH - WORKING SAFELY

The IOSH Working Safely course is a basic introduction for all levels of personnel who are non-health and safety experts. The training will give delegates the information they need to keep themselves safe at work.

Working safely is recognised as an equivalent to a level 1 award in health and safety in a construction environment. This means that delegates who successfully complete it can apply for a Construction Skills Certification Scheme (CSCS) green Labourer card once they've passed the CITB Health, Safety and Environment Operatives Test.

This one day course will be very valuable for all delegates who are not otherwise trained in health and safety. Everyone at work should have an understanding of why they must 'work safely' – and this course offers exactly that. Managers and team leaders may be interested in attending IOSH Managing Safely.

Course Content

- Introduction to Working Safely
- Defining hazard and risk
- Identifying common hazards
- Improving safety performance
- Protecting our environment

Duration:
One Day Course

Awarded:
IOSH certificate

LOLER AWARENESS COURSE

This course helps candidates develop the knowledge and skills required to control all aspects of a lifting operation to standards required in BS7121 Safe use of Cranes & deals with all aspects of current legislation.

Course Content

- Understand the LOLER regulations
- Understand the PUWER regulations
- Understand lifting accessories
- Understand crane hand signals

Duration:
Half Day Course

Awarded:
CATCH Skills Certification

MANUAL HANDLING PRINCIPLES

To create an awareness and an understanding of the requirements for handling loads at work. The Health and Safety Commission have introduced legislation regarding the Manual Handling of Loads in the workplace where there is a risk of injury (particularly back injury) to workers.

The course consists of three modules and covers all relevant aspects of the Regulations from management responsibility to practical application of correct manual handling techniques along with workplace assessments.

Course Content

- The mechanics of body movement
- Principles and theory of human kinetics
- Handling substantial and awkward loads
- Group lifting techniques

Duration:
Half Day Course

Awarded:
CATCH Skills Certification

MENTAL HEALTH FIRST AID

The Adult MHFA two-day course qualifies you as a Mental Health First Aider.

Course Content

- Mental Health and the factors that can affect well-being
- Practical skills to spot the triggers and signs of mental health issues
- Confidence to step in, reassure and support a person in distress
- Enhanced interpersonal skills such as non-judgemental listening
- Knowledge to help someone recover their health by guiding them to further support – whether that's self-help resources, through their employer, the NHS, or a mix

Duration:
Two Day Course

Awarded:
Mental Health First Aider Certification

NITROGEN PURGING

This course is aimed at people carrying out Nitrogen purging of pipelines and / or vessels in a production environment.

By the end of the course, the attendee will be able to understand the basic principles and techniques employed to, safely assess, plan, prepare and carry out a purge of vessels and pipework within their specific work environment.

Course Content

- Understand the use of Nitrogen in a production environment
- Nitrogen hazard and safety awareness
- Planning and preparation for a safe system of work
- Purging techniques explained
- Practical implementation of techniques

Duration:
One Day Course

Awarded:
CATCH Skills Certification

PRINCIPLES OF ASSESSMENT

This course has been designed to give people an awareness of the principles of assessment and how to assess competence in the workplace.

The course is predominately classroom-based with an optional practical assessment exercise that can be tailored to suit the client's requirements.

This course is aimed at any organisation/person who may have to carry out assessments in the workplace to prove competence, or any individual who would like to assess in the future.

Course Content

- What is assessment?
- Assessment legislation
- Types of assessment methods
- Roles and responsibilities of the assessor
- How to make assessment decisions
- Giving feedback

Duration:
One Day Course

Awarded:
CATCH Skills Certification

RISK ASSESSMENT & METHOD STATEMENTS

This course offers practical and theoretical training to enable candidates to demonstrate a good level that is 'suitable and sufficient' for carrying out risk assessments and method statements awareness, to protect themselves and those around them from exposure to hazards.

Upon completion of the course, candidates will be able to:

- Understand the importance of risk assessments.
- Identify common hazards and be aware of the possible risks
- Understand the principles of controlling hazards
- Understand how a risk assessment is undertaken

Course Content

- An introduction to risk assessment and method statements
- HSE Legislation
- Definitions of Hazards and Risk
- Hierarchy of Control of Hazards
- Video – 'Piper Alpha'
- Practical exercises for identifying hazards and risk
- Course Assessment
- Question and answer session

Duration:
One Day Course

Awarded:
CATCH Skills Certification

Upon completion of the course, candidates will be able to understand the importance of risk assessments as well as be able to identify common hazards and be aware of the possible risks.

They will also be able to understand the principles of controlling hazards and how a risk assessment is undertaken.

SAFE USE OF LADDERS

This course focuses on the safe use of step ladders and portable ladders used within industry. Learners are taught to recognise the appropriate classification and standards of ladders, safe and effective use, including limitations and the correct pre-user inspections.

Course Content

- HSE Legislation
- Hazards and Risk
- Ladder Standards & Descriptions
- Pitching and Securing Ladders
- HSE Myths
- Practical exercises for inspection, recording and use of ladders
- Course Assessment

Duration:
Half Day Course

Awarded:
CATCH Skills Certification

SAFE SYSTEMS OF WORK

This one day course is designed for employees in the process, oil, gas and food manufacturing industries, who as part of their daily role, install isolations or raise permits. The delegates will learn about the different types of hazardous energies and the steps we should take to prevent them from being inadvertently reintroduced. The course can also be used to raise awareness of the importance of the correct use of isolations to all maintenance staff.

This course is based on the requirements outlined in the Health and Safety Executives HSG253 Guidance document and consists of theoretical and practical elements, that make full use of the simulated live process plant at CATCH.

Course Content

- Risk Assessments
- Permit to work procedures
- Responsibilities and duties
- Daily checks to be carried out
- Personal Protective Equipment
- Hazards to avoid during set up

Duration:
One Day Course

Awarded:
CATCH Skills Certification

SAFETY HARNESS AND INSPECTION

Health and safety legislation requires you wear a full body harness with a short lanyard in 'boom' type access platforms (MEWP's). This half day course will instruct you how to identify and select the correct type of harness and of its safe inspection and use.

Course Content

- Legislation
- Risk assessment
- Harness and lanyard safety DVD
- Types of Harness, Lanyard and Karabiner
- Harness and lanyard inspection, testing, storage and cleaning
- Harness fitting and adjustment
- Practical and theoretical assessment

Duration:
Half Day

Awarded:
CATCH Skills Certification

HEALTH & SAFETY

COURSES



SLINGING AND LIFTING

Designed for employees required to carry out slinging / rigging duties as part of their job. This course is formulated to familiarise personnel with various types of slinging and lifting equipment and legislation governing its use.

To develop candidates' skills and knowledge in the complexities of slinging and lifting so as to be able to select the correct equipment for any task that may be undertaken.

Course Content

- Understand their responsibility under the:
 - Health and Safety at Work Act 1974
 - Factories Act 1961 and/or Constructions Lifting Requirements 1961
- In-company codes of practice
- Select and inspect equipment needed to carry out any given task
- Assess the best method of slinging any given subject
- Assess the correct sling angles and make any necessary reductions in safe working load
- Carry out practical lifts after selecting correct equipment and making any necessary adjustments to safe working load of lifting tackle

Duration:
One Day Course

Awarded:
CATCH Skills Certification

WORKING AT HEIGHT

This course is designed to provide attendees with an understanding of how to use basic fall arrest techniques and equipment for simple work at height activities.

Course Content

- The dangers of working at height
- Key legislation and standards
- Hazards and risk assessment
- Identification of safe areas of work
- Safe working practices

Duration:
One Day Course

Awarded:
CATCH Skills Certification

COURSES

MECHANICAL

- Abrasive Wheels
- Hand Arm Vibration (HAVS)
- Laser Alignment
- ECITB MJI10 (Mechanical Joint Integrity)
- ECITB TMJI10 Technical Test
- ECITB Small Bore Tubing
- ECITB TSBT01 & TSBT02 Technical Test



ABRASIVE WHEELS

To provide individuals with the knowledge and understanding needed to use abrasive wheels safely and to comply with current regulations.

Course Content

- Review of relevant H&S regulations and appropriate PPE
- Responsibilities and relevant risk assessments
- Identification of abrasive wheels, ensuring they are fit for purpose and the probable causes that give rise to wheel failure
- How to safely isolate a pedestal grinder prior to carrying out maintenance activities
- Checking for faults by inspecting, wheel mounting and safety
- Markings on abrasive wheels
- Storage, handling and transportation of abrasive wheels
- Dressing of abrasive wheels
- Guarding and correct adjustment

* Each candidate will be assessed as to their knowledge and understanding in the use of abrasive wheel equipment; a theory question paper will be taken by each candidate to ensure their understanding of the subjects.

Duration:
Half Day Course

Awarded:
CATCH Skills Certification

HAND ARM VIBRATION SYNDROME (HAVS)

This training course raises awareness of the dangers associated with Hand Arm Vibration Syndrome (HAVS) and the practical steps that can be taken to minimise and control the risks that they present. The course covers the main hazards, applicable legislation, risk assessment, risk reduction measures and key responsibilities of the individual.

Course Content

- Health & Safety related to HAVS
- What is hand arm vibration
- Symptoms and effects of HAVS
- Exposure limits
- Preventing disability
- Duties of manufacturers and suppliers.
- Which tools most likely to create a risk.
- Controlling the risks

Duration:
Half Day Course

Awarded:
CATCH Skills Certification

LASER ALIGNMENT

The aim of this training course is to provide an introduction into shaft alignment techniques, with a link into the comprehensive instruction and operation of the laser shaft alignment system.

Course Content

- How to set up the laser alignment system
- Operational requirements of the system and any special case set-ups
- How to interpret the results screens
- Use and instruction of all default features
- Identify the correct machine set-up/procedure to follow
- Correctly set the laser/receiver for maximum accuracy of measurement
- How the system measures the misalignment of the machines
- How to overcome mechanical defects in the machines
- How to achieve alignment of the machines within specific tolerances
- How to achieve alignment of the machines with special offsets

All delegates will be able to align a test rig (or selected machine) to within specified tolerances and conditions and be able to save/print the results for future reference.

Duration:
One Day Course

Awarded:
CATCH Skills Certification

ECITB MJ10 (MECHANICAL JOINT INTEGRITY)

This course is aimed at people carrying out critical flange bolting in Oil and Gas, Process and Food industries - such as Process Technicians, Mechanical Fitters, Instrument Technicians and Supervisors.

Course Content

- Learn how to safely dismantle Hand Torqued Bolting Connection Systems
- Remove components from Hand Torqued Bolted Systems
- Assemble and secure Hand Torque Bolted Connections
- Understand different joints and joining methods
- Verify the Integrity of the Joint

* This course is also available as a non- accredited CATCH Skills certified course

Duration:
One Day Course

Awarded:
ECITB Certification

ECITB TMJI10 TECHNICAL TEST

This is a technical test that takes 2 hours per test and is completed within a year (and after 3 months) of doing appropriate MJ1 training.

Course Content

- Dismantle
- Inspect flanges
- Report faults
- Prepare
- Assemble
- Secure flanged pipework joints as per the specified drawing and within set tolerances (4 and 8 bolt flanges)
- Correctly identify 3 faults on flanges

Please note theory must be passed to continue to the practical test.

Duration:
2 hour theory & Practical test

Awarded:
ECITB Certification

MECHANICAL COURSES

ECITB SMALL BORE TUBING

This course is aimed at all maintenance and engineering personnel who are responsible for the fabrication, installation, maintenance and inspection of small bore pipe work and fixings. Within this course, you will learn how to assemble and install Small Bore Tubing with Twin Ferrule Mechanical Grip Fixings.

Course Content

Assemble and Install Small Bore Tubing with Twin Ferrule Mechanical Grip Fittings Course

- Identify/assemble different fittings (four types)
- Twin ferrule assembly
- Marking out/cutting/prepping and bending tube
- Marking out/cutting/prepping and bending rolled off set

This course is also available as a non- accredited CATCH Skills certified course

Duration:
Two Day Course

Awarded:
ECITB Certification

ECITB TSBT01 & TSBT02 TECHNICAL TEST

Technical testing with an associated ECITB certificate of achievement plays a key role on validating an individual's skill, ability and job knowledge in a specific task area. Each test consists of a knowledge test and practical activity test against identified test criteria. There are two ECITB approved Technical Tests covering the small bore tubing assemblies.

Course Content

ECITB TSBT01 Technical Assessment

- Assemble and Install Small Bore Tubing Assemblies (Twin Ferrule)
 - The candidate has to successfully use the appropriate tools, equipment and materials to plan, prepare, fabricate, assemble and install a small bore tubing assembly as per the specified drawing.

ECITB TSBT02 Technical Assessment

- Disassemble and Reinstall Small Bore Tubing Assemblies (Twin Ferrule)
 - The candidate must successfully dismantle, identify faults and defects on small bore tubing assemblies.
 - Then reinstall small bore tubing assemblies using the appropriate tools, equipment and materials as per the specified drawing and specification sheet within set tolerances.

Duration:
ECITB TSBT01 & TSBT02: 2 hours
Each Test: 2 hours

Awarded:
ECITB Certification

*Please note Each test can be taken individually depending on which suits the learner best. TSBT01 must be taken prior to TSBT02 if attempting both tests.

COURSES

PERSONAL DEVELOPMENT

- Appraisal Training for Managers
- Train the Trainer
- ISO 9001 Internal Auditor Training
- ISO 9001 Internal Auditors Update Workshop

PERSONAL DEVELOPMENT COURSES

APPRAISAL TRAINING FOR MANAGERS

FOR MANAGERS WITH RESPONSIBILITY FOR STAFF APPRAISALS

An introduction to the use of appraisals and ensuring that managers treat staff fairly.

Course Content

- How do we ensure all managers appraise fairly and objectively?
- (Making judgements from poor to excellent)
- Preparing for an appraisal - the manager and the employee
- Giving effective feedback
- Handling difficult messages
- Setting and reviewing SMART goals
- Seeing things from others perspective
- Dealing with challenging situations

Duration:
One Day Course

Awarded:
Catch Skills Certification

TRAIN THE TRAINER

This aims to provide participants with the knowledge and skills required to effectively design and deliver a group training session that engages, motivates and develops learners.

Course Content

- What is coaching and how does it differ from training, mentoring and counselling?
- Coaching - What makes a good learning experience?
- Potential barriers to learning
- Skills and qualities of an effective trainer
- Preparation - what do you need to do ahead of the event
- Creating a positive learning environment
- Top tips for effective delivery
- Practical activities – preparing and delivering
- Managing group activities and monitoring learning
- Action planning, review and close

Duration:
One Day Course

Awarded:
Catch Skills Certification
Accreditation available on request

ISO 9001 INTERNAL AUDITOR TRAINING

FOR QUALITY MANAGEMENT SYSTEMS

The two-day Internal Auditor Training offers a range of management system standards taken from international standard ISO 19011 and ISO 9001. Internal audits are a requirement of all management system standards. They are used to determine conformity with the management system requirements, establish effectiveness of processes in achieving objectives and seek opportunity for improvement.

Course Content

- The audit process
- Interview techniques
- Evaluation of evidence
- Nonconformity writing
- Auditee correction and corrective action
- Personnel intending to perform internal audits
- Auditors wishing to achieve external recognition of their competence
- Managers appointed to obtain and maintain third part certification
- Understanding the purpose, benefits, process and method of internal auditing
- Understanding the role of effective internal audits
- Audit with confidence

Duration:
Two Day Course

Awarded:
IRCA Certification

ISO 9001 INTERNAL AUDITORS UPDATE WORKSHOP

A practical day for quality managers and others involved with their organisation's conformity with and certification to ISO 9001:2015.

Understand the new and changed requirements and how they will be implemented into your business.

- Be aware of the ISO standards revision process
- Understand why these standards are changing
- Understand the core framework, Annex SL
- Understand what the changes are
- Understand how the changes will affect audits and auditors
- Be aware of the time lines for the revision process

Course Content

Delegates will understand the differences between the new and previous standard, the new structure of the standard, the revised terminology and how to implement the new and changed requirements into their organisation.

Each Workshop concludes with an understanding of what the new and changed clauses mean and how to demonstrate conformity.

The course would be suitable for:

- Quality managers and others responsible for quality management
- Management system auditors and those who receive audits
- Future delegates on Lead Auditor training courses
- Senior managers
- All personnel needing awareness training to support the system

Duration:
One Day Course

Awarded:
IRCA Certification

PROCESS COURSES



INTRODUCTION TO PLANT PROCESS OPERATIONS

A practical course that will take the delegates through safe plant procedures, plant familiarisation and then valuable 'hands on' process plant operations experience. The course will culminate in the production of a product to a client's specification. This course is targeted at new starters, maintenance technicians and existing staff.

Course Content

- Process plant familiarisation, reactors, tanks, filters, valves and pumps
- Pipework and instrumentation diagrams/planning routes
- Control room operations
- Radio communications
- Correct pump start up/shutdown procedures
- Product testing
- Carrying out maintenance
- Effective isolation of equipment
- Correct start/shutdown procedures
- Effective handover – why this is important and what should be included
- Practical process safety including what a COMAH site is and the rules and regulations governing these sites

Duration:
Five Day Course

Awarded:
CATCH Skills Certification

COURSES PROCESS

- Introduction to Plant Process Operations
- Loss of Containment

LOSS OF CONTAINMENT

Aimed at new starters and existing workers to comply with HSE Safety Regulations, this course also makes a great refresher for process plant operators.

Loss of containment of hazardous materials is frequently the most common cause of process incidents. Good prevention of these incidents includes mechanical integrity programs, however not all incidents occur for mechanical integrity faults.

There are a number of other causes including human error, incomplete process design, etc. When loss of containment is unpreventable, delegates must be aware of emergency procedures. The process plant at CATCH allows delegates to emulate emergency situations without the hazardous industrial risks.

Course Content

- Full scale emergency simulation
- Practical containment training
- Plant evacuation procedures
- Hazardous waste clean up

Duration:
One Day Course

Awarded:
CATCH Skills Certification



CATCH

MANAGED TRAINING SERVICE

CATCH Skills works with a number of clients to deliver a managed training service on various levels.

This can range from development and implementation of a company's training and competence plan all the way through to full outsourcing of their training department.

We offer a wide range of training courses in the mechanical, electrical, health & safety and process disciplines in addition to having an extensive network of training providers based both on the CATCH Facility and external.

Training can be delivered either at CATCH or on the clients site depending on requirements.

A managed training service helps reduce costs and improve efficiencies within your organisation by eliminating the need to deal directly with a multiplicity of specialist training organisations.

A managed training service takes the stress out of organising training courses for your staff as our team can assist with the whole process including;



Design, development and management of a training matrix



Bespoke training courses to suit your business needs



Curriculum management and content development



Management of delivery of courses by external providers



Comprehensive course administration service



Identification of training requirements



Regular contract management meetings



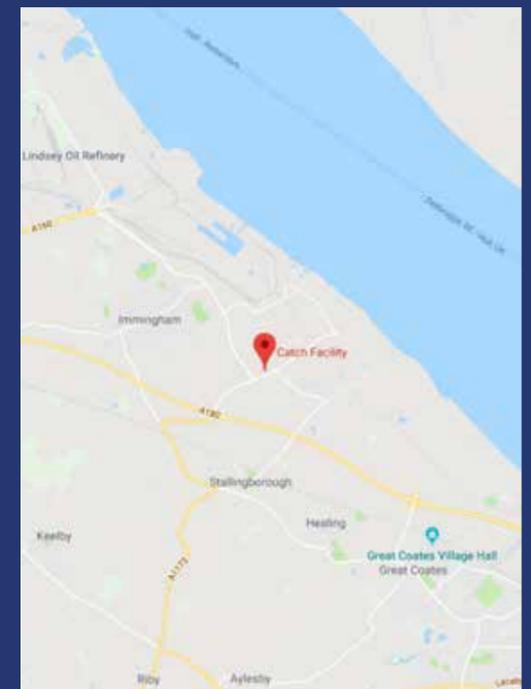
12 month training plan produced

CATCH

SKILLS

GET IN TOUCH

- 01469 552828
- INFO@CATCHUK.ORG
- WWW.CATCHUK.ORG



CATCH



SKILLS

CATCH UK HEAD OFFICE

REDWOOD PARK ESTATE, STALLINGBOROUGH
KILN LANE, DN41 8TH

WWW.CATCHUK.ORG