

## **Programme Specification**

### **MSc in Health, Safety and Environmental Management**

Valid from: January 2013

**Faculty of Technology, Design and Environment**

## SECTION 1: GENERAL INFORMATION

Awarding body:	Oxford Brookes University
Teaching institution and location:	EEF Ltd, Leamington Spa
Final award:	MSc
Programme title:	Health, Safety and Environmental Management
Interim exit awards and award titles:	PgDip in Health, Safety and Environmental Management
Brookes course code:	WG60
UCAS/UKPASS code:	N/A
JACS code:	N/A
Mode of delivery:	Face to face
Mode/s of study:	PT
Language of study:	English
Relevant QAA subject benchmark statement/s:	N/A
External accreditation/recognition:	<ul style="list-style-type: none"><li>• Institution of Occupational Safety and Health (<a href="http://www.iosh.co.uk">www.iosh.co.uk</a>)</li><li>• International Institute of Risk and Safety Management (<a href="http://www.iirsm.org">www.iirsm.org</a>)</li></ul>
Faculty managing the programme:	Technology, Design and Environment
Date of production (or most recent revision) of specification:	November 23 <sup>rd</sup> 2012

## SECTION 2: OVERVIEW AND PROGRAMME AIMS

### 2.1 Rationale for/distinctiveness of the programme

Health and safety professionals are increasingly required to respond to two key developments in practice: (i) a growing demand for personnel qualified to manage health and safety risks at a *strategic* level within organisations; and (ii) the requirement to demonstrate expertise on related *environmental and sustainability* issues. Health, safety and the environment (HSE) is frequently a standing item on the formal agenda of board meetings and organisations need access to high levels of competent advice in this field in order to meet business objectives. The management of health, safety and environmental risks can form a significant part of an organisations' sustainability agenda, and the practitioner increasingly needs to be able to influence strategic decision-making in this area in a critically informed manner.

This MSc Programme is designed to equip the health and safety practitioner with the knowledge, understanding and skills necessary to work at strategic level within organisations, undertaking effective health, safety and environmental management based around principles of best practice and integrated risk management.

Students on the MSc in Health, Safety and Environmental Management are typically sponsored by employers and will already possess a solid foundation in health and safety management, therefore the Programme entry requirements specify a minimum level 6 qualification in health and safety in conjunction with relevant industrial experience (see Section 6: Admissions). As such, entrants to the Programme will normally possess (or be eligible for) membership of the Institution of Occupational Safety and Health (IOSH) at Graduate Member (Grad IOSH) level. The Programme builds on this strong background in terms of health and safety by developing the practitioners' ability to assess, evaluate and manage closely related environmental risks and sustainability issues.

Organisations face a complex and dynamic range of risks that may potentially threaten the functioning of the business at an operational level, and as such business continuity management is a core component of the Programme. In addition, the Programme focusses on applied behavioural management in order to develop the knowledge, understanding and skills necessary to achieve and enhance compliance with regulatory requirements, standards and developments in best practice.

The Programme is delivered by EEF Ltd, the manufacturer's organisation, using tutors/consultants who have industrial experience and are suitably qualified to teach the topics covered. The Programme is taught in block modules and requires students to undertake a substantial amount of directed study outside of the classroom. The dissertation stage provides students with the opportunity to conduct original, independent research into a specialised aspect of health, safety, and environmental management. In addition to satisfying the academic requirements, and in keeping with the strongly applied nature of the Programme, research undertaken for the dissertation will often be of direct relevance to current (sponsoring) employers.

### 2.2 Aim/s of the programme

The overall aim of the programme is to develop the knowledge, understanding and skills required to operate as a competent and reflective health, safety and environmental practitioner at strategic (and other levels) within organisations.

In particular the programme aims to:

- Enable students to develop the knowledge, understanding and skills necessary to apply appropriate health, safety and environmental techniques at strategic and other levels with organisations
- Enable students to review and critically evaluate methods and techniques of health, safety and environmental management
- Develop understanding of environmental due diligence issues affecting organisations and enhance awareness of the ways in which health, safety and the environment integrate with the sustainability agenda
- Enable students to evaluate and advise upon appropriate strategic and sustainable policies for organisations, including implementation processes
- Develop students' abilities to interpret and advise upon EU and UK policy and legislation within the scope of health, safety and the environment
- Enable students to develop the research and management skills required to collect, analyse, evaluate and present information in the context of health, safety and environmental management
- Contribute to students' opportunities for employment and further study

### **SECTION 3: PROGRAMME LEARNING OUTCOMES**

#### **Knowledge, understanding and skills:**

##### **3.1 *Academic literacy***

Graduates will be able to effectively:

1. develop and apply specific understanding of the significance of strategic management, policy and planning in working towards improvements in organisational sustainability
2. critically assess and evaluate how organisations engage with corporate social responsibility issues, including environmental impacts and adverse effects upon health and safety
3. identify and critically analyse issues that can influence the development and effective implementation of environmental management systems
4. demonstrate specific understanding of key technical options for the prevention, treatment, mitigation and measurement of pollution emissions and waste and identify the Best Available Techniques (BAT)
5. assess and critically evaluate risk management methods and techniques within the context of corporate governance and business continuity systems
6. identify and apply behavioural theories and models in order to understand and enhance health, safety and environmental management performance in organisations
7. interpret and analyse relevant EU and UK policy and legislation applicable to organisations within the sphere of health, safety and the environment

### **3.2 Research literacy**

Graduates will be able to effectively:

1. analyse and evaluate a diverse and complex range of health, safety and environmental issues within complex risk settings, and recommend cost effective solutions
2. research and investigate health, safety and environmental incidents/issues and critically evaluate findings with a view to providing cost effective recommendations for improvement
3. design and undertake an independent research project related to health, safety and environmental issues/concerns and write a substantive piece of work (*MSc*)

### **3.3 Critical self-awareness and personal literacy**

Graduates will be able to effectively:

1. provide leadership in managing a diverse and complex range of organisational risks, adopting a strategic, analytical and creative approach to problem solving
2. develop and evaluate techniques which can be employed to influence change within organisations
3. demonstrate time-management, particularly in relation to multi-task initiatives
4. engage as a reflective practitioner, self-assess own competency levels for health, safety and environmental management, and ensure continuous professional development by identifying and evaluating options for self-improvement

### **3.4 Digital and information literacy**

Graduates will be able to effectively:

1. maintain currency of knowledge within the field of health, safety and the environment, and critically evaluate information sources
2. identify and appraise new approaches and technology as they apply to health, safety and environmental management, and engage productively with online communities such as those provided by IOSH and IEMA
3. assess and evaluate information systems that are designed to provide organisations with the necessary intelligence to support health, safety and environmental objectives
4. work effectively as both an individual or as a member of a team, using a range of academic skills which centre upon enquiry, research, analysis and information dissemination
5. communicate complex health, safety and environmental issues to both expert and non-expert audiences

### 3.5 Global citizenship

Graduates will be able to effectively:

1. appreciate and respect diversity of cultures, views and ideologies, and understand how that respect can be applied at strategic level to develop a positive culture of health, safety and environmental management within organisations through the pursuit of equal opportunity, social inclusion and non-discrimination
2. recognise and appreciate that in a global context, the existence of a diverse range of cultures and perspectives necessitates an adaptive approach to the strategic management of health, safety and environmental risks, particularly with regards to organisations that operate in an international business environment
3. recognise the importance of proactive stakeholder involvement in the development of a positive culture of health, safety and environmental management, engaging with a diverse range of interest including employees, regulators, the public, clients and the supply chain

## SECTION 4: PROGRAMME STRUCTURE AND CURRICULUM

### 4.1 Programme structure and requirements:

The Programme is comprised of compulsory modules. The PgDip component of the Programme requires successful completion of five 20 credit level 7 modules, ('Environmental Management', 'Environmental Technology', 'Applied Behavioural Management', 'Strategic Risk Management' and 'Organisational Sustainability', in addition to a compulsory 20 credit level 6 APL requirement linked to the EEF / Oxford Brookes University Advanced Diploma in Health, Safety and Risk Management, or equivalent qualification in health and safety (see Section 6).

In addition to this, the MSc requires the successful completion of the 'Research Methods' module (10 level 7 credits) and the dissertation (50 level 7 credits).

### Compulsory Modules – PgDiP

*'Environmental Management'* examines how businesses integrate environmental and sustainability issues into their activities, with an introduction to the key elements of EMAS and ISO 14001

*'Environmental Technology'* examines how technology, including monitoring, can be evaluated and applied as part of a pollution prevention and control strategy

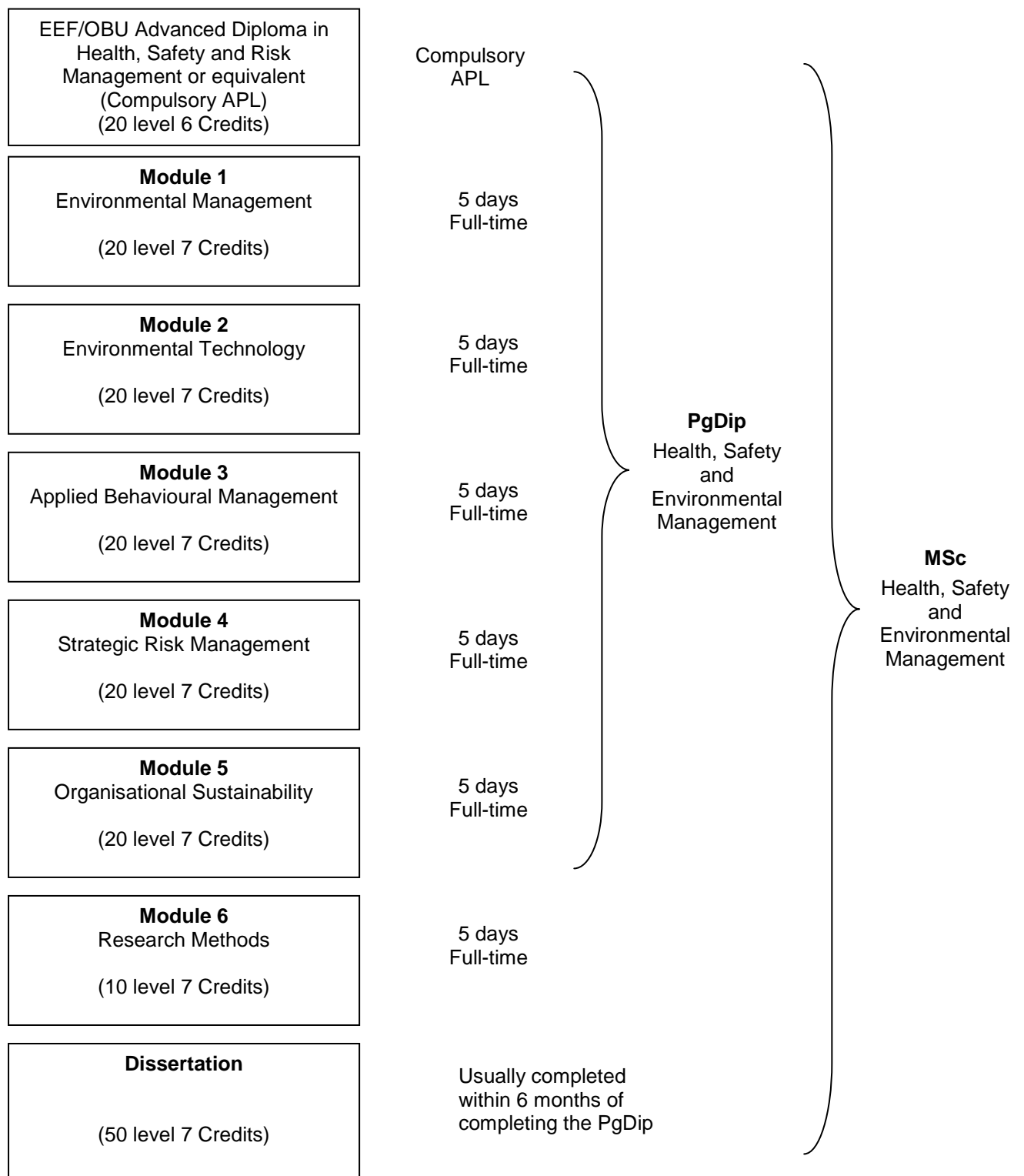
*'Applied Behavioural Management'* reviews behavioural management techniques and evaluates their application to health, safety and environmental management

*'Strategic Risk Management'* reviews and evaluates appropriate risk management techniques with a view to influencing implementation at a strategic level

*'Organisational Sustainability'* considers sustainability issues affecting organisations and evaluates options for incorporating health, safety and environmental objectives into sustainable development

*Compulsory 20 level 6 credits APL (health, safety and risk management)*

**Figure 1: PgDip/MSc in Health, Safety and Environmental Management**



## **Compulsory Modules – MSc**

'*Research Methods*' develops the skills required to conduct research into health, safety and environmental issues including the formulation of research methodology, data collection and statistical analysis

The *Dissertation* module provides the opportunity to develop and apply research skills in a specific area of health, safety and environmental management

### **4.2 Professional requirements**

#### **IEMA Membership**

Successful completion of the PgDip component of the Programme will serve to prepare students to sit the Institute of Environmental Management and Assessment (IEMA) examinations in order to gain membership at Associate level (AIEMA).

The Programme also meets the learning outcomes detailed in the IEMA 'Diploma in Sustainable Business Practice' syllabus, and as such fully support students wishing to progress from Associate to Full membership status.

The MSc programme also counts towards meeting the criteria to become a Chartered Environmentalist CEnv (2 points).

## **SECTION 5: PROGRAMME DELIVERY**

### **5.1 Teaching, Learning and Assessment**

A wide variety of teaching and learning methods are used throughout the Programme, reflecting the diversity of topics and techniques associated with health, safety and environmental management. Lectures provide the framework and core knowledge base for each module, and student learning is further developed by means of directed reading, workshops, case studies, and syndicate work, all of which serve to promote the analysis, synthesis and application of concepts within 'real world' settings. To further enhance the learning experience, and in accordance with the Brookes Assessment Compact, individual exercises are regularly set and these are accompanied by a mixture of self-assessment and/or peer review and formative feedback.

A wide range of EEF staff with health, safety and environmental management expertise and practical industrial experience are involved in teaching on the Programme. This wealth of knowledge and experience is further complemented by contributions from external speakers e.g. from consultancy, industry, regulatory bodies, and professional organisations, in order to bring additional insights on specialist topics.

A variety of materials and resources, including student experience, are used to provide a varied educational experience and a teaching/learning environment appropriate for mature students from a professional background. Traditional lectures are supplemented by syndicate exercises often using case studies. Some modules include field trips and site visits (e.g. to design and carry out an environmental audit at a local factory) and role play is used where appropriate (e.g. developing a group presentation to a Board of Directors). Directed study is a common feature throughout the Programme. The maximum number of students recruited to a module is capped at 16, and in most cases the class size typically falls within a range of 10-14 individuals. This low student/tutor ratio helps ensure that individual learning needs are met, but also facilitates an environment conducive to informal discussion of issues and the exchange of ideas and experience.



The assessment strategy for the MSc in Health, Safety and Environmental Management has been designed to combine academic rigour and the integration of theory and practice, with a strong emphasis upon both the strategic and the practical implementation of best practice principles in an applied setting. The assessments are designed to evaluate and develop the breadth, depth and application of student knowledge and understanding, but also skills such as research, analysis, prescription, group co-ordination and management.

In line with the Brookes Assessment Compact, students are encouraged to develop as 'reflective practitioners' through assessing and critiquing both their own work and the work of others. By design, the coursework is varied in nature and scope, and includes essays, technical reports, workshops, simulations, practical and project work, and may involve oral as well as written presentations. Coursework typically reflects the 'culture' and content of each individual module: some assignments are work-based e.g. requiring students to design and carry out a health and safety cultural survey followed by analysis and evaluation of the findings. Others serve to develop more conceptual understanding, and test a students' ability to thoroughly research a given topic, synthesise complex debates and develop a reasoned line or argument supported by critical consideration of sources. All assignments develop the students' ability to assess and critically evaluate material, and emphasis is placed upon enhancing clear and succinct communication of complex health, safety and environmental issues.

The five specific post graduate attributes are met through learning outcomes associated with the Programme. 'Academic literacy' will enable graduates to engage in critical debates on health, safety and environmental issues, both with peers and other stakeholders. 'Research literacy' will enable graduates to undertake research into health, safety and environmental issues with a view to solving complex risk management problems at a strategic level. 'Critical self-awareness and personal literacy' enables the student to develop as a reflective practitioner, enhancing organisational and leadership skills, including the ability to influence others as part of a change management process. 'Digital and Information literacy' will enable graduating students to obtain, analyse, evaluate and communicate key information associated with health, safety and environmental management. 'Global Citizenship' will enable graduating students to reflect on and evaluate the differing cultural and international influences upon effective health, safety and environmental management at strategic level.

## 5.2 Assessment regulations

The programme conforms to the University Regulations for postgraduate taught programmes:

[http://www.brookes.ac.uk/uniregulations/current/specific/pgtregulations/index\\_html](http://www.brookes.ac.uk/uniregulations/current/specific/pgtregulations/index_html)

## SECTION 6: ADMISSIONS

Admission of students onto the MSc in Health, Safety and Environmental Management programme will normally be considered in the basis of either:

- Successful completion of the Oxford Brookes University / EEF 'Advanced Diploma in Health, Safety and Risk Management', or the 'Advanced Diploma in International Health, Safety and Risk Management'
- Successful completion of the Oxford Brookes University / EEF 'Diploma in Health and Safety Management'
- Level 6 qualifications recognised as satisfying the academic entry requirements for membership of the Institution of Occupational Safety and Health (IOSH) at Graduate Member (Grad IOSH) level, including the NEBOSH 'National Diploma in Health and Safety'. The complete list of acceptable Diplomas can be found on the IOSH website, ([www.iosh.co.uk](http://www.iosh.co.uk)).

- Other level 6 qualifications in health and safety that have been assessed by EEF / Oxford Brookes University as being equivalent to the above.
- A first degree in a health and safety related subject which covers the learning outcomes detailed in the EEF / Oxford Brookes University Advanced Diploma in Health, Safety and Risk Management.
- English as a first Language or for non-native English speakers, an IELTS score of at least 6.5 in each component, or evidence of an equivalent level of fluency in the English language. For TOEFL the required score is 79 (internet based).

## **SECTION 7: STUDENT SUPPORT AND GUIDANCE**

Student Support will be provided through the following;

- An Induction Programme
- Programme Manager and Module Leaders
- Programme and Module Handbooks
- EEF Tutors
- EEF support services e.g. access to the Barbour Index database and the ILO electronic encyclopaedia. Full IT support is available.
- Study skills development/support e.g. studying techniques are covered on the Programme and students are given individual support if required
- Students have full access to Oxford Brookes University facilities including use of electronic library resources

## **SECTION 8: GRADUATE EMPLOYABILITY**

Virtually all of EEF Ltd students are sponsored by their employers and are already in employment. Typically a student will be a health and safety adviser for a particular site with some already in a corporate role.

The MSc will significantly increase employment opportunities and career advancement, particularly for those wishing to work at strategic level and/or in a corporate role.

## **SECTION 9: LINKS WITH EMPLOYERS**

- Virtually all students are sponsored by their employers and are able to relate many aspects of the Programme to their existing and previous employment experience
- EEF is a body which represents and lobbies on behalf of manufacturing companies (<http://www.eef.org.uk/>). These strong links enable EEF tutors to enhance their input with many 'real life' and up to date case examples/studies
- Site visits and field trips
- Visiting speakers from consultancy, industry, regulatory bodies, and professional organisations e.g. IOSH

## SECTION 10: QUALITY MANAGEMENT

### Indicators of quality/methods for evaluating the quality of provision

1. EEF Ltd is certified against the following:
  - ISO 9000 Quality Systems
  - ISO 14001 Environmental Management Systems
  - Investors in People
  
2. The EEF takes seriously the views of its students on the learning environment and the quality of its provision and actively invites and undertakes review and feedback in a number of ways e.g.
  - through the University's Annual and Periodic Review process which require all programmes to be monitored and evaluated in terms of their academic validity and cohort analysis
  - through External Examiners (appointed by Oxford Brookes University) to scrutinise modules and assessment associated with the Programme, and the Programme itself at regular intervals through the Academic Year
  - through review of student evaluation, including feedback sheets and informal discussion following each module and via end of course reviews with students
  - through frequent Programme team meetings and regular liaison with the link Liaison Manager at Oxford Brookes University, in order to follow up issues raised during on-going delivery of the Programme