

## Basic elements of Safety - 5 /Safety for Operationa Supervisors - 5

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Multiple changes have been introduced in the exams from the 16<sup>th</sup> of April 2026 onwards. The overview below sets out the most important changes and additions compared to the current textbooks: Basic Elements of Safety 5th edition and Safety for Operational Supervisors 5th edition.

### Ch. 1 - VCA and safety legislation

The employer's general obligations are now also included in the Basic Elements of Safety SCC. These were already included in the book Safety for Operational Supervisors.

The employer:

- Adapts workplaces, working methods and work equipment to suit employees.
- Takes into account personal factors such as age, gender, proficiency of the operating language and level of technical skill.
- Provides protective equipment and ensures that it is used.
- Ensures that (new) employees receive proper information about workplace hazards, as well as clear instructions and training.
- Monitors compliance with instructions.
- Takes measures to ensure that an employee can quickly get to safety in an emergency.
- Registreert incidenten en ongevallen en geeft ernstige ongevallen door aan de Arbeidsinspectie.
- Records incidents and accidents and reports serious accidents to the Health and Safety Executive.
- Organises toolbox meetings.
- Draws up and implements a general prevention plan and an annual health and safety plan.
- Ensures a (written) risk assessment is carried out for all relevant work activities.
- Takes measures to ensure the health and safety of third parties at the workplace.

The section on work permits is now covered in greater detail. From now on, we will refer to agreements for safe work practices.

Examples of these types of agreements:

- Petrochemicals: work permit
- Cleaning: work orders
- Construction: Consultation with the site manager/project manager; the person responsible for health and safety on site.

The purpose, function and content of these types of arrangements are similar to those of a work permit.

#### **Work meetings and toolbox meetings**

There is now greater focus on the topics of work meetings and toolbox meetings (HSE meetings). The candidate must know the following about work meetings and toolbox meetings:

#### **Work meetings**

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- Takes place regularly and in a structured manner, with an agenda and minutes.
- Is conducted interactively with input from all participants.
- Discussion of specific tasks, equipment and working methods.
- Checking whether information has been understood.

### Toolbox meeting (HSE meeting)

A toolbox meeting is a short meeting held in an informal setting to discuss health, safety and the environment. A toolbox meeting should not be a one-way affair; active participation from all those present is required. The aim is to inform and motivate staff to prevent unsafe practices and behaviour. The department manager and operational staff take part in this meeting.

#### *Key points*

- Clear agreements, which are recorded in the minutes of the meeting.
- Check whether the participants have understood the message.

#### *Subjects*

- Order and tidiness
- Work methods
- (Emergency) procedure
- Incidents and accidents
- Workplace inspections
- Adjusted agreements/working methods/procedures following inspections and investigations of incidents.
- Use of personal protective equipment.

## Ch. 2 Risks and prevention

There is now a greater focus on the LMRA. The following features of the LMRA have been added.

#### *Characteristics of the LMRA*

- Prior to starting work or when undertaking a new task.
- When working conditions change.
- Also for routine work.
- A cognitive process to raise safety awareness.
- Do it yourself.
- Implementation may be carried out using a checklist or questionnaire.

#### *Goal of the LMRA*

- Think before you act.
- Becoming aware of the risks involved in the work.
- Being able to take follow-up actions to mitigate risks.

#### *Content of the LMRA*

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- Do I know what I need to do?
- Do I know what could go wrong?
- Am I aware of the risks associated with certain materials and tools?
- What should I do if something goes wrong?
- PPE/workwear OK?
- Do I know the escape route?
- Equipment and tools OK?

### Next steps

- Start/do not start
- Stop
- Consult
- Adjust working method
- Report findings
- Remain vigilant

## Ch. 4: Hazardous substances

Supplement: procedure if the presence of hazardous substances is suspected:

- Depending on the situation: assess for yourself whether you need to stop work (LMRA).
- Alert colleagues
- Inform your supervisor

The R and S phrases are no longer part of the course material.

## Ch. 5 Equipment

The specific safety measures and requirements for each machine have been removed. Instead, general safety measures are listed that apply to the use of any machine or tool.

### Essential precautions when using machinery or power tools

Take the following safety precautions before, during and after work..

#### Information (for first-time use).

- Read the manual or instructions for use.
- Listen to the supervisor's instructions regarding the hazards of the machine and the associated safety measures.

#### Check

- Check if the machine is in good condition.
  - Check the safety devices.
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- Where applicable, check the validity of the inspection.

### *Personal protective equipment*

- Select the necessary PPE.
- Check the condition of the PPE.
- Use the PPE as instructed.
- LMRA
- Assess whether the work can be carried out safely.
- If necessary, take measures to further reduce the risks.

### *General requirements and safety measures*

Before you start work, first check that the machine or tool is in good condition. Also check the following points:

- The machine must be maintained and inspected annually.
- The validity period of this inspection is indicated by a colour-coded sticker.
- Every machine must bear a CE mark.
- Moving parts must be screened off.
- During maintenance, the machine must be safely switched off (main switch with lock).
- Operating instructions and maintenance guidelines **in Dutch** must be available for every type of machine.

### **Lifting**

Specific knowledge regarding lifting documentation and lifting accessories is no longer required. This is to prevent the misconception that a VCA certificate allows you to carry out lifting or slinging operations.

## Ch. 6 - Specific activities and circumstances

Specific information on welding and burning has been omitted, such as working with acetylene and oxygen cylinders. The risks are still mentioned: acetylene is explosive and oxygen is flammable.

A general section has been added on determining safety measures when working at height.

Follow these steps before working at height.

### *Information*

- Ensure you are aware of the applicable rules.
- Listen to the supervisor's instructions regarding operation, hazards and safety measures.

### *Check*

- Check the condition of the equipment.
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- Check that the safety devices are in good working order.
- Where applicable, check the validity of the inspections.

### *Personal protective equipment*

- Select the necessary PPE.
- Check the condition of the PPE.
- Use the PPE as instructed.

### *LMRA*

- Assess whether the work can be carried out safely.
- Take the necessary measures to minimise the risks.

## Ch. 8 - Workplace and personal protective equipment

It is now explicitly stated that certain PPE, such as self-contained breathing apparatus, welding protection equipment and fall protection, may only be used after completing training.

### **Additional subject for operational supervisors regarding noise (sound pressure) levels**

- From 80 dB(A): provide a hearing test and hearing protection
- From 85 dB(A): draw up a control plan with measures, ensure hearing protection is worn, and provide signage