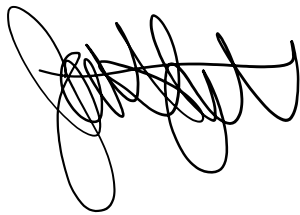


## Implementing & Maintaining OPITO Standards Policy

The Senior Management of Mintra is fully committed to the OPITO vision of 'Working together to develop a safe and skilled energy workforce' and 'Creating workforce development solutions'. We will ensure that all OPITO approved training courses delivered by MINTRA meet the requirements of the OPITO training standards.

Internal audits of training delivery and compliance to the relevant OPITO standard will be carried out under Mintra's Quality Management System to ensure both the quality and robustness of the training provided.



**Gareth Gilbert / Managing Director / Mintra Ltd**  
**August 2021**

### Pre-course information for all learners

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Your joining instructions have been emailed to you separately from [noreply@trainingportal.no](mailto:noreply@trainingportal.no).

The email will contain the direct link URL to start the course.

You can also login to your Trainingportal account using the username provided in the joining instructions [www.trainingportal.com](http://www.trainingportal.com). Please note that Usernames and Passwords are case sensitive. If you have forgotten your password, you can generate a new password using the "Forgotten username and/or Password" option.

Certificates are only sent out upon completion of the course and once forms have been verified by our Learning Centre team.

Additional Information:

The recommended time spent at the computer terminal, and the terminal setup itself, complies fully with Display Screen Equipment (DSE) Legislation. The computer-based training course may include prompts, or 'take a break' screens, we recommend you take breaks at regular intervals.

Undertaking this eLearning course may increase stress levels. Delegates should inform staff if they suffer from any medical conditions

Please familiarise yourself with the OPITO learning outcomes prior to your course. These can be found under the relevant course below

Technical Support: [support@mintra.com](mailto:support@mintra.com)

MINTRA®	Document	Description	Revision	Created	Reviewed	Approved	Date
	LC-TM-UK-012 Policy and Joining Instructions information for website	New document	1.0	SB	TK/LS	GG	19/08/2022

## Course learning outcomes

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Click link to jump to each course:

[International Minimum Industry Safety Training \(IMIST\)](#)

[Minimum Industry Safety Training Further Training \(MIST-F\)](#)

[Authorised Gas Tester \(AGT\) Training Digital Delivery](#)

[Control of Work Training for Performing Authorities \(COWPA\)](#)

### International Minimum Industry Safety Training (IMIST)

This course is delivered via computer-based training (CBT).

Learning outcomes for IMIST are:

- Major hazards while working within the hostile and often remote environment of oil and gas operations
- The legislative framework relating to oil and gas operations
- The usage of Safety Case methodology in oil and gas operations
- The Safety Management System in oil and gas operations
- Safe Systems of Work (SSOW)
- Safety Observation Systems
- Personal contribution and responsibility for safety
- Safety Observation Systems input and card completion
- Risk assessment
- Principles and objectives of a PTW system and how permits are generated
- Identification of controls
- Asset integrity
- Manual handling hazards
- Manual handling controls and mechanical devices
- Safe lifting techniques
- Sources of chemical hazards
- Practical controls for chemical hazards
- Working at height (WAH) activities and hazards
- Hazards of mechanical lifting operations

### Authorised Gas Tester (AGT) Training Digital Delivery

This course is delivered via computer-based training (CBT).

Learning outcomes for AGT are:

- The principles and practices for Providing Safety Watch Duties for Hotwork Sites
- Gas testing in confined spaces including the hazards associated with such activities
- The principles of gas testing for hotwork including hazard identification and risk assessment
- Relevant Legislative Controls
- The principles and use of Atmosphere Measuring and Monitoring Equipment
- Interpreting and Documenting Results

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## Minimum Industry Safety Training Further Training (MIST-F)

This course is delivered via computer-based training (CBT).

Learning outcomes for MIST-F are:

- Key principles of and roles in Helicopter Safety
- The principles of a Safety Management System
- Principles and Objectives of a Permit to Work (PTW) system and how permits are generated
- Personal responsibility in the PTW system
- Risk assessment and risk management in an offshore environment
- Risk Intervention Systems
- Typical workplace hazards to be found in the offshore environment
- The relevant IOGP Life Saving Rules associated with typical workplace hazards
- Company Specific Life Saving / Golden Rules
- How Personal Actions might influence safety
- The role of safety committees, safety meetings and safety representatives offshore
- The Legislative Framework surrounding the offshore environment
- Major Hazards present in the offshore environment
- The significance of an installation's Safety Case and personal access to the documentation
- The concept of Asset Integrity and employer and employee responsibility for Asset Integrity

## Control of Work Training for Performing Authorities (COWPA)

This course is delivered via computer-based training (CBT).

Learning outcomes for COWPA are:

- Legal duties and relevant legislation governing control of work
- The responsibilities of the Performing Authority
- The principles and practice of Permit-to-Work Systems
- Identification, grouping and consequences of workplace hazards
- Defining risks, hazards and the principles and practice of risk assessment
- Common Industry Risks
- Recording Risk Assessments
- Reviewing Risk Assessments
- Prepare a Risk Assessment
- What is required to effectively plan and prepare for work
- Principles and practice of Work Party Briefings and Toolbox talks
- Identifying new hazards and dynamic risk assessment
- Performing Work, Dynamic risk assessment and review across multiple work sites
- Effective Handover Practices
- How to make the worksite safe on completion or suspension of the work
- Permit suspension and completion
- How to apply lessons learned to future work

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