

# CITB Site Management Safety Training Scheme (SMSTS)

<b>Accreditation</b>	CITB
<b>Course duration</b>	5 Days
<b>Certificate valid for</b>	5 years

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## Who should attend

Aimed at site managers, agents and persons who are, or are about to be, responsible for planning, organising, monitoring, controlling and administering groups of staff and workforce. SMSTS courses cover all relevant legislation and other aspects which affect safe working in the building, construction and civil engineering industries.

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## Course information

### Introduction

This course is designed for site managers, agents and persons who are, or are about to be, responsible for planning, organising, monitoring, controlling and administering groups of staff.

The course covers all relevant legislation and other aspects which affect safe working in the building, construction and civil engineering industries. It highlights the need for risk assessment in the workplace, the implementation of the necessary control measures, and adequate communication to sustain a health and safety culture among the workforce.

This SMSTS is endorsed by Build UK as the standard training for all construction managers.

### Aims and Objectives

To help site managers to:

- manage health and safety on site in accordance with current legal provisions, and within the context of their management
- develop an understanding of responsibility and accountability for site health, safety and welfare
- recognise that a safe site is efficient, economical and productive

At the end of the period of training, delegates will be aware of, and able to implement or state:

- all health, safety, welfare and environmental legislation which affects them during their daily work
- new guidance and industry best practice
- their duties and responsibilities with regards to health, safety, welfare and the environment.

### Entry Requirements

Delegates should hold or be about to hold the role of a manager. Delegates must be competent in English at site management level.

## Delegate Numbers

The minimum number of delegates per course is 4. The maximum number of delegates per course is 20. These are stipulated by the awarding body and are not subject to appeal.

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## Assessment

Assessment will be by an end of course exam paper and the completion of core exercises and a trainer review, for which the delegate will need to gain a PASS in all elements of the review. The examination demonstrates to external bodies that the certificate is only awarded to successful delegates following both an assessment and examination. Delegates are expected to be interactive during the course.

## Exam Details

The examination paper is compulsory and consists of 25 questions: 20 multiple choice questions and five short written questions.

The examination pass mark is 80% (28 out of 35).

The paper consists of 20 multiple choice questions and five short written questions. There are five safety critical questions in each exam paper. The delegate must get all five of these questions correct to pass the exam. The multiple choice questions are worth one point each, whilst written questions can score between 1–3 marks.

The exam paper forms part of the overall assessment as to whether or not the delegate has successfully achieved the Site Management Safety Training Scheme (SMSTS) certificate, and demonstrated both knowledge of the relevant statutory provisions and the application of management, in respect of health and safety issues.

The examination lasts for 30 minutes and must be completed within this time.

Delegates are permitted to use the *Construction site safety* (GE 700) publication and the XA6 course notes for the last ten minutes of the examination period.

## Re-sits Procedure

Where a delegate has achieved 70% in the core exercise and the trainer's review, and gained between 71%-77% (25, 26 or 27 out of 35) in the examination or has achieved the 80% pass rate but failed the safety critical questions, the delegate may re-sit the examination. This can either be on the same day or be resitting the exam by attending another course on the final day within a 90 day period (the delegate is not obliged to re-do the course).

The training provider must make arrangements with the delegate and ensure that the same examination paper is not used twice.

Subsequent arrangements will be at the delegate's own expense.

Should a delegate fail the re-sit, they will be offered to take the SMSTS course again.

When a delegate scores less than 69% (24 correct answers out of 35) in the final examination, the delegate must attend the full SMSTS course again before they are allowed to re-sit the examination.

## Certification

You will receive a CITB SMSTS Certificate valid for 5 years. It takes approximately 6-8 weeks for the CITB to issue certification.

To ensure you keep your qualification valid, you must attend the 2 day SMSTS Refresher course before the expiry date of your SMSTS certificate (there is no grace period available).

## More details

### Course Publications

Construction Site Safety	GE700	mandatory
SMSTS delegate workbook	XA6	mandatory

### Programme

#### Module 1

- Health and safety law
- The Health and Safety at Work etc. Act
- Construction (Design and Management) Regulations
- Health and safety policies
- Risk assessments and method statements
- Induction and training
- Effective communication
- Leaderships and worker engagement
- Inspection and audit
- Statutory forms, notices and registers
- Accident prevention, control, reporting and investigation

#### Module 2

- Management of health
- Welfare facilities
- Stress and mental health at work
- Drugs and alcohol
- Control of substances hazardous to health
- Lead
- Asbestos
- Dust and fumes
- Noise
- Vibration
- Manual handling

#### Module 3

- Site organisation
- Fire prevention and control. Dangerous substances
- Electrical safety
- Temporary works

- Plant and work equipment
- Mobile plant and vehicles
- Lifting operations and equipment
- Mobile workforce and driver safety

## Module 4

- Work at Height Regulations
- Safe working at height
- Common access equipment
- Scaffolding
- Fall arrest and suspension equipment
- Excavations
- Underground and overhead services
- Confined spaces