

GENERAL EDUCATION OF THE WORKER

(Art. 37, Legislative Decree 81/2008 - State-Regions Agreement December 21st, 2011 - State-Regions Agreement July 7th, 2016 - European directive 89/391 EEC)

The course, foreseen for by Art. 37, paragraph 2 of Legislative Decree 81/2008, was defined in its articulation by the State-Regions Agreement of December 21st, 2011 and supplemented by the State-Regions Agreement of July 7th, 2016.

Recipients: employees of all public and private companies belonging to every class of risk.

Educational purposes: to provide all workers with basic information regarding health and safety in the workplace, in order to ensure that each worker can carry out his task safely.

Attendance Certificates: each participant will receive, upon successful completion and passing of a test, a certificate of attendance with permanent education credit and valid, according to the State-Regions Agreement of July 7th, 2016, throughout the country. Certificate of attendance and Citizen's Education Booklet can be downloaded directly from the platform.

Total length of the course: 4 hours

Expected update: Permanent education credit that does not require updating

How to take part in it: E-Learning, as defined in Annex II of the State-Regions Agreement of July 7th, 2016

Contents of the course:

Introduction to the course

The perception of risk

Risk, damage and danger
The problem of errors
The risk matrix
Injuries, near misses and occupational diseases

The subjects of safety

The subjects of safety

Special categories of workers

Special categories of workers
Working hours
Atypical workers
Minors and women

The organization of prevention

Team activity
The regular meeting
Relationships

Supervision and controls

Supervision and controls
Supervisory bodies
Sanctions

Conclusions

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Profiles of Competence for Educational and Technical Management:

Person in charge of/Scientific Coordinator of the course: Francesco Naviglio, Rocco Vitale

Mentor/Content Tutor: Chiara Ballarini

Process tutor: Roberta Cirelli

Platform developer: Simone Vannucci

Speakers/Teachers who contributed to the editing of the texts: Rocco Vitale, Costantino Signorini, Matteo Fadenti.

The teachers are all in possession of the requisites established by the D.I. of March 6th, 2013 "Criteria for the qualification of the figure of trainer for health and safety in the workplace"

Technical data sheet: Each AiFOS course is made in compliance with the international SCORM 1.2 standard. The platform is equipped with the LMS management system.

TECHNICAL REQUIREMENTS FOR USING THE PLATFORM

Before purchasing the course, check the requirements for an optimal use of the course. The technical requirements can be viewed in real time, and always updated, at the following link: <https://service.aifos.org/home/e-learning/requisiti-tecnici>

Registration procedure: User registration on the platform or registration by an AiFOS training center

Skills and entrance qualifications: learners must be familiar with the use of the computer device chosen for using the course (Computer or Tablet) and a good knowledge of the language used. In the absence of devices, the company that purchases the course for its employee must provide adequate devices for the use of the course.

Communication Interface: Communication on the platform is made possible and guaranteed through direct contact with the content and process tutor who can be contacted at the e-mail address assistenza@aifos.it

Methods for Tracking the Activities: Each AiFOS course is created in compliance with the SCORM 1.2 international standard which guarantees the tracking, on its platform, of all the participant's data and the use of the educational objects. The traceability of platform data, user accesses and certificates is kept by AiFOS, within the terms provided by law. The platform is equipped with the LMS management system, able to monitor and certify:

- The carrying out and completion of the educational activities of each user
- The traceability of the single teaching units structured in Learning Object (educational object)
- The modality and the passing of the learning assessments.

Time of availability of use: the period of time available to complete the entire course is calculated from the time of registration of the participant on the platform (not from the receipt of the email sent). Depending on the type of course, the period varies from 60 to 120 days. The time available will always be visible and associated with the course on the platform.

Methods of Assessment of Learning: Assessment of learning is carried out by administering:

- **intermediate self-assessment exercises;**

- **final test** aimed at consolidating the knowledge acquired during the entire course. Each final test includes 10 to 30 multiple-choice questions (each consisting of at least three alternative options) based on the type of course. The final outcome of the test is considered positive if you answer at least 70% of the questions correctly.

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AIFOS NATIONAL TRAINER: AiFOS, national trade association of Confcommercio-Imprese for Italy, operating throughout the national territory, subject to *ope legis* (Article 32, paragraph 4 of Legislative Decree no. 81 of April 9, 2008 and State Regions Agreement of July 7th, 2016) for the implementation of educational courses that issue certificates. Upon the request of the competent supervisory bodies, as the provider, AiFOS undertakes to make the credentials for access to the course available.

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