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## SYLLABUS “HSE-MANAGEMENT”

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**Lecturer (name, academic title, e-mail):** Tatiana Korsakova, professor, e-mail: tvkorsakova@sfedu.ru

**Department responsible for the course or equivalent:** Institute of Management in Economic, Ecological and Social Systems; Department of Management and Innovative Technologies

**Semester when the course unit is delivered:** 2<sup>nd</sup>

**Level of course unit:** Master level

**ECTS credits:** 5

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### ADMISSION REQUIREMENTS

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Applicants are expected to have completed the following courses:

- Managerial Economy;
- Modern Management Technologies;
- Methodology of research in Management;
- Integrated Management Systems;
- Project Management and Change Management;
- Fundamentals of Production Management.

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### COURSE OBJECTIVES (AIMS)

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- to form general professional and professional competencies, the acquisition and improvement of theoretical knowledge and practical skills to solve modern problems in the field of safe interaction of human resources of the enterprise with the environment;
- to prepare students for organizational, managerial activity and to the formation of ideas about the inextricable unity of effective professional activity with the requirements for safety and security of a person;
- To introduce the conceptual apparatus of discipline, basic theoretical principles, and methods, developing skills in applying theoretical knowledge to solve practical, professional, and applied problems:
  - the formation of comprehensive knowledge and practical skills in the field of making effective management decisions to create a comfortable (normative) state of the environment in the areas of the labor and the rest of a person;
  - the formation of skills in the regulation of activities in the field of safety, labor protection and the environment, description, and consolidation of responsibility for compliance with requirements, as well as the authority to



implement/correct it, create a system for monitoring compliance with requirements, etc.

- instilling in students the skills of qualified identification of negative environmental impacts of natural, technogenic and anthropogenic origin;
- development of skills for predicting the development of negative impacts on humans and the environment, risk assessment and management.

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## COURSE CONTENTS

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### **Module 1. Objectives and structure of corporate HSE policy**

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1. Objectives and scope of HSE management.
  2. Principles of allocation of HSE roles in the organizational structure, responsibility, and authority.
  3. Process management to ensure the operation of the HSE-system.
  4. Linking HSE Management Goals to the PDCA Cycle.
  5. HSE risk management principles.
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### **Module 2. Place of HSE-management in the system of strategic enterprise management**

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6. HSE competency management system.
  7. Involvement of the personnel in the operation of the HSE system.
  8. Building a full-fledged HSE culture, developing and maintaining best practices.
  9. Place, role and content of internal communications in the HSE management system.
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## LEARNING OUTCOMES

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### **Knowledge:**

- basic theoretical principles and concepts of strategic development of corporate culture;
- basic theoretical principles and concepts of process management;
- basic theoretical principles and concepts of the logic of processes occurring in the subject area.

### **Skills:**

- development of corporate culture systems in an organization;



- to formulate problems for setting goals and developing hypotheses for applied research in the field of HSE;
- to formulate problems, tasks, principles of research in this field of activity.

#### **Learning Outcomes:**

- formulation of the problem for setting goals, categorical apparatus, and algorithms for organizational change;
- the use of quantitative and qualitative methods for conducting applied research and managing business processes;
- obtaining, processing, and organizing the necessary information for reports, articles, messages and information.

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#### PLANNED LEARNING ACTIVITIES AND TEACHING METHODS

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Each session lecturing accounts for about 60% of time, students' participation in discussion accounts for 40%. Specifically, the lecturer will invite students to speak during the lecture. At the end of each session, questions are presented for discussion.

During the seminars, students will have an opportunity to analyze some knowledge processes, to work with open source software for knowledge management and recognize how to deal with knowledge by using information technologies.

Comprehensive development of discipline involves students in:

- problem-based presentation;
- self-guided reading of the additional literature;
- participating in case studies;
- paper;
- interview.

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#### ASSESSMENT METHODS AND CRITERIA

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#### **Criteria for evaluation:**

##### **Interview**

- 9 - 10 points if the student demonstrates the full amount of knowledge, formulates the main provisions and definitions, understands the relationship between definitions and categories;
- 6 - 8 points if the student demonstrates enough knowledge, but formulates the main provisions and definitions vaguely, understands the relationship between definitions and categories;



- 3 -5 points if the student demonstrates enough knowledge but formulates the main provisions and definitions vaguely, does not understand the relationship between definitions and categories;
- 0-2 points if the student does not demonstrate enough knowledge, does not see the relationship between definitions and categories. 9-10

### Discussions

- 7-10 points if the student reinforces his judgments with factual data that increases the practical value of his own opinion, demonstrates the ability to draw conclusions, upholds his own point of view, and orient himself in the material presented. The degree of participation in the general discussion is very high;
- 4 -7 points if the student analyzed the material, but does not provide evidence, the conclusions are not sufficiently substantiated, even though he is oriented in the material presented and is trying to defend his own point of view. The degree of participation in the general discussion is quite high;
- 2 -4 points if the student analyzed the material but did not provide evidence, did not substantiate conclusions, did not try to defend his own point of view. The degree of participation in the general discussion is not high enough;
- 0-2 points if the student did not analyze the material and showed a low degree of participation in the general discussion, preferring to remain silent.

### Paper

- **15-20 points:** Relevance, purpose and objectives: the problem is clearly identified, and its relevance is justified, the goal is formulated, the research objectives are defined. Structure: the text is divided into sections, there are no errors in text structuring. Design: volume is maintained, requirements for the external design are met. The text contains at least one figure and one table. References: The requirements of GOST 7.32-2001 and GOST 7.0.5-2008 with respect to bibliography and references are met. References include textbooks, scientific and popular science journals, legal acts, and links to electronic publications. The age of the sources is not older than 10 years. Text quality: the analysis of the problem with the involvement of several sources of literature is carried out, its own position is logically stated, conclusions are formulated, the topic is fully disclosed, links to sources from the list of literature are indicated. Defense: demonstrates a complete understanding of the described problem, gives correct answers to all questions on the topic of the abstract.



• **10-15 points:** Relevance, purpose and objectives: the problem is not clearly defined, there is a rationale for its relevance, a goal is formulated, the research objectives are defined. Structure: the text is divided into sections, there are no gross errors in text structuring. Design: the text of the abstract is framed with minor violations of the design requirements set forth in this document, the volume is maintained. The text contains at least one figure and one table. References: when compiling an abstract, most of the requirements of GOST 7.32-2001 and GOST 7.0.5-2008 with respect to bibliography and references are met. References include textbooks, scientific and popular science journals, legal acts, and links to electronic publications. The age of the sources is not older than 10 years. Text quality: the analysis of the problem with the involvement of several sources of literature is carried out, its own position is logically stated, conclusions are formulated, the topic is fully disclosed, links to sources from the list of literature are indicated. Defense: demonstrates a significant understanding of the problem; not all questions are answered or incomplete answers.

• **5-10 points:** Relevance, purpose and objectives: the relevance of the problem is insufficiently substantiated, the purpose and objectives of the study are not formulated. Structure: the text is divided into sections, there are errors in text structuring. Design: The text of the abstract is framed with violations of the design requirements set forth in this document, the volume is not met, there are no figures and tables. References: during the preparation of the abstract, the requirements of the standards GOST 7.32-2001 and GOST 7.0.5-2008 with respect to bibliography and references are partially observed. The list of references is framed with violations of the quality and age requirements of the sources. Text quality: the analysis of the problem was carried out according to one source of literature, there are no conclusions, the topic is not fully disclosed. Defense: a partial understanding of the problem is demonstrated; answers are given only to basic questions.

• **0-5 points:** Relevance, purpose and objectives: there is clearly no justification for the relevance of the problem, purpose and objectives of the study. Structure: the text is not divided into sections or there are gross errors in structuring the text. Design: the abstract is framed with gross violations of the design requirements set forth in this document. References: during the preparation of the abstract, the requirements of the standards GOST 7.32-2001 and GOST 7.0.5-2008 with respect to bibliography and references are not complied with, or there is no literature list. Text quality: the topic is not disclosed, the requirements for the task are not fulfilled. Defense: demonstrates a lack of understanding of the problem, there are no answers to questions or answers are incorrect.



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COURSE LITERATURE (RECOMMENDED OR REQUIRED)

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1. Kamenskaya, E. N. Life safety, and risk management [Text]: textbook. allowance - M.: RIOR, 2016. 251 p.
2. Life safety: a textbook. Edited by: Kholostova E.I., Prokhorova O.G. 2nd ed. Moscow: Dashkov and Co. °, 2019. 453s.  
[https://biblioclub.ru/index.php?page=book\\_red&id=573161](https://biblioclub.ru/index.php?page=book_red&id=573161)
3. Koltsov V. B., Kondratyev O. V. Theoretical foundations of environmental protection: a textbook for universities. Moscow: Prometheus, 2018. 734s.  
[https://biblioclub.ru/index.php?page=book\\_red&id=483194](https://biblioclub.ru/index.php?page=book_red&id=483194)
4. Management of production quality in international corporations: workshop - Stavropol: SKFU, 2016. - 167 p.  
<http://biblioclub.ru/index.php?page=book&id=459317>
5. Avilova V. V. Management of industrial clusters: manual/ V.V. Avilova, N.A. Lamberova; The Ministry of Education and Science of the Russian Federation; Kazan National Research Technological University - Kazan: KNRTU Press, 2017. 88 p.  
<http://biblioclub.ru/index.php?page=book&id=500470>
6. Ploshkin V. V. Life safety: a textbook for universities, Part 1. Moscow, Berlin: Direct Media, 2015. 380p.  
[https://biblioclub.ru/index.php?page=book\\_red&id=271548](https://biblioclub.ru/index.php?page=book_red&id=271548)
7. Ploshkin V.V. Life safety. Part 2. / V.V. Ploshkin - Moscow | Berlin: Direct Media, 2015. 404 p.  
<http://biblioclub.ru/index.php?page=book&id=271483>
8. Semekhin Yu. G., Bondin V. I. Life safety: a training manual. Ed. 2nd, erased Moscow, Berlin: Direct Media, 2019. 413p.  
[https://biblioclub.ru/index.php?page=book\\_red&id=573927](https://biblioclub.ru/index.php?page=book_red&id=573927)