  **REF: KTTC/TP/LP/F06**

**Session Plan Template**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | | | | | Time: | | |
| **Trainer name:** | | | | | **Admission number:** | | |
| **Institution:** | | | | | **Level:**  **Class:** | | |
| **Unit Code:** | | | | | **HOS/OS/HK/BC/07/4** | | |
| **Unit of Competence:** | | | | | **demonstrate occupational safety and health practices** | | |
| **Session title:** | | | | | Hazards in the workplace and/or its indicators presence | | |
| **LLN or Other Requirements of trainee (group)** | | | | |  | | |
| **Learning outcome/s** | | | | | By the end of the session, the trainee should be able to: | | |
| **Resources (references, and learning aids)** | | | | | **Reference Materials**  **Learning aids** | | |
| **Safety requirements** | | | | |  | | |
| **Session presentation** | | | | | | | |
| 1. **Introduction** | | | | | | | |
| Trainer: | | | | | | | |
| **2. Session Delivery** | | | | | | | |
| **Time (in minutes)** | | | **Trainer Activity** | **Trainee Activity** | | **Learning Check/Assessment** | |
| **Step 1** |  | Trainer: | | Trainee(s); | |  |
| **Step 2 a)** |  |  | |  | |  |
| **b)** |  |  | |  | |  |
| **c)** |  |  | |  | |  |
| **3. Session review:** | | | | | | | |
| ***Assignment:*** | | | | | | | |
| TOTAL TIME: | | | | | | | |
| **Session reflection *(remarks)*** | | | | | | | |
| **Signature** | | | | | | | |