

HTM 101 Safety & Security Operations

3 credits, 45 hours lecture

Course Description

Safety and security of employees and consumers is paramount to successful hospitality and tourism operations. This introductory course focuses on adherence to the legal, safety and security requirements in hospitality and tourism facilities and operations. It involves prevention and risk mitigation practices typical of the hospitality & tourism sectors.

Pre and Co-requisites

None

Course Learning Outcomes (CLOs)

Upon successful completion of the course, the student shall be able to:

CLO1 Acquire relevant safety and security certifications (e.g., First Aid).

CLO2 Adhere to legal statutory requirements, scope, and applications (e.g., Occupational Health and Safety, Human Rights in the Hospitality Industry, Employment standards, Personal Information Protection Act (PIPA), Personal Information Protection and Electronic Documents Act (PIPEDA), Privacy Act, 1975, Freedom of Information and Protection of Privacy (FOIP), Innkeepers Act, Consumer Protection Act, and Travel Alberta Act, etc.)

CLO3 Adhere to codes of ethics and professional practices and standards related to hospitality and tourism industries.

CLO4 Explain the role, responsibilities, rights and duties of health and safety departments.

CLO5 Contribute to the continuous improvement of organizational practices, policies, and procedures (e.g., standard operating procedures (SOPs)) related to health, safety, security, and accessibility in the workplace, and support efficient, effective, and safe hospitality operations.

CLO6 Keep current with changes to legislation and regulations within the hospitality and tourism industries.

CLO7 Explain the scope and impact of workplace health and safety regulations and inspections conducted by the Workplace Compensation Board (WCB) and municipal, provincial, and regional health authorities.

CLO8 Identify the potential for liability and negligence within hospitality and tourism organizations and operations.

CLO9 Contribute to the improvement of a risk management plan and to the implementation of contingency plans.

CLO10 Follow procedures associated with an organization's risk management plan.

Evaluation

Assessment Type	Percentage
Discussion forums	15%
Quizzes and tests	25%
Assignments and projects	30%
First Aid Training and Certification	20%
WHIMIS Training and Certification	10%
Total	100%

Course Completion Requirements

A grade of C- is required to pass this course.

Grading Scale

4.0 Grade Scale	Alpha Grade	Percentage Grade
4.0	A+	93-100
4.0	A	85-92.9
3.7	A-	80-84.9
3.3	B+	77-79.9
3.0	B	74-76.9
2.7	B-	70-73.9
2.3	C+	67-69.9
2.0	C	64-66.9
1.7	C-	60-63.9
1.3	D+	55-59.9
1.0	*D	50-54.9
0.0	F	0-49.9

Land Acknowledgement

We respectfully acknowledge that Keyano College is on Treaty No. 8 Territory, the ancestral and traditional territory of the Cree, Dene, and Métis people.

Review Date: March 4, 2024

Every effort has been made to ensure that information in this course outline is accurate at the time of publication. Keyano College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.

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