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# LEARNING RESOURCES 2023

- STUDY TEXTS
- LAW GUIDES
- REVISION GUIDES
- TRAINER PACKS
- SCORM LICENCING

# MATERIALS AVAILABLE



## STUDY TEXTS AND TRAINER PACKS

### NEBOSH AWARDS

Health and Safety  
at Work Award  
Award in Health, Safety  
& Environment for the  
Process Industries

### NEBOSH CERTIFICATES

Certificate in Fire Safety  
International General Certificate  
Available in English, Arabic, French,  
German, and Spanish  
International Construction  
Certificate  
Environmental Certificate  
International Technical  
Certificate in Oil & Gas  
Operational Safety  
National General Certificate  
National Construction Certificate  
National Certificate in the  
Management of Health and  
Well-being at Work

### NEBOSH DIPLOMAS

International Diploma in  
Occupational Health and Safety  
(Old Syllabus)  
National Diploma in  
Occupational Health and Safety  
(Old Syllabus)  
International Diploma for  
Occupational Health and Safety  
Management Professionals (New  
Syllabus)  
National Diploma for  
Occupational Health and Safety  
Management Professionals (New  
Syllabus)  
National Diploma in  
Environmental Management  
International Diploma in  
Environmental Management

## SCORM LICENCING



### IOSH COURSES

Managing Safely®  
Working Safely



### NEBOSH COURSES

International General Certificate  
Available in English and French  
National General Certificate  
Environmental Certificate  
International Construction  
Certificate

# WHY RRC?

For more than 90 years, RRC (The Rapid Results College) has been involved in education - developing, maintaining and delivering innovative training programmes. We offer a broad range of health, safety, environmental and quality management training, including NEBOSH, IOSH and IEMA courses.

RRC's course materials are highly respected and are used worldwide by training providers and educational organisations to deliver high-quality learning programmes that meet the syllabus requirements of the relevant awarding bodies.

RRC's courses are developed by a dedicated in-house team working to the highest quality standards. Only the very best subject experts are commissioned as writers. Our Course Development team comprises not only tutors who are experts in their chosen subjects but also experienced educationalists. RRC's materials are reviewed and updated constantly, with major revisions notified quarterly.

## QUALITY

As you would expect, all of RRC's courses are accredited by the relevant awarding body (including NEBOSH, IOSH, IEMA and CITB). But we go further than that; RRC is ISO 9001 accredited, - further assurance of the quality of our courses.

Please note that the purchase of RRC resource material does not denote accreditation by awarding bodies.

## INNOVATION

Our website [www.rrc.co.uk](http://www.rrc.co.uk) provides a wealth of resources that will be useful to your students, many of which are free:

- Tutor blogs, keeping you and your learners up to speed with the latest topics of interest in the field of HSEQ.
- Quarterly newsletter, including important updates to our courses.
- Technical updates - user-friendly guides to topical pieces of health, safety and environmental law and guidance.



# STUDY TEXTS

Our high-quality textbooks have been designed to support students in their studies and are written to meet the specific requirements of the relevant syllabus. These full-colour, fully illustrated textbooks break down all the key topics so they are easy to understand.

The materials are designed with:

- Key Information boxes which present an overview of the important facts, ideas and principles of each section
- Jargon Buster boxes giving descriptions or definitions of words or phrases that may be unfamiliar
- More...boxes containing sources of further Information
- Hints and Tips boxes containing simple ideas that can help learner as they work through the book
- Revision Questions at the end of each main section to test knowledge
- Practice exam questions with step-by-step guidance on how to answer them

RRC study texts are supplied in the following formats:

- Printed books – Presented as perfect bound full colour A4 textbooks.
- Reprint Licence – PDF files supplied for printing a specified number of copies.

## LAW GUIDES

RRC's Law Guides provide a detailed guide to relevant UK legislation and case law and are designed to support students studying NEBOSH, IEMA and similar courses. They are reviewed and updated regularly and printed on demand, so you can be sure you have the most up-to-date edition on the day of purchase.

RRC Law Guides are supplied in the following formats:

- Printed books – Presented in perfect bound black and White A4 books.
- Reprint Licence – PDF files supplied for printing a specified number of copies.

## RRC TRAINER PACKS

The packs contain everything needed to support the delivery of the course; Power Points, lesson plans and other relevant teaching resources. They are supplied in editable electronic format so they can be edited and adapted to suit. Each pack is for use at a single training centre but additional centre licences can be bought at a discounted price.

For a small annual charge, our Optional Update Service will provide you with a new Trainer Pack in the event of significant changes to the content, such as a major legislative or syllabus change.

Please note: Accreditation is required from the relevant Awarding Body before delivering courses.

## NEBOSH REVISION GUIDES

These essential Revision Guides combine concise revision notes with exemplar past exam questions and model answers for a fully effective revision tool:

- They provide a concise overview of all the key topics identified in the NEBOSH syllabus.
- They are structured to closely follow the relevant NEBOSH syllabus so students can easily find the topics they are looking for.
- They look at a variety of NEBOSH-type questions, reviewing the general approach to tackling the question, followed by a sample answer plan and a model answer.

RRC NEBOSH Revision Guides are supplied in the following formats:

- Printed books – Presented in perfect bound black and white A5 booklets.
- Reprint Licence – PDF files supplied for printing a specified number of copies.

# RESOURCES

## NEBOSH AWARDS

DESCRIPTION	PRINTED (PER COPY)				REPRINT LICENCES PER PACK				TRAINER PACKS		
	Copies	1-10	11-20	21-49	50+	10	20	50	100	Pack	+ Centre

### NEBOSH HEALTH AND SAFETY AT WORK AWARD

Text Book	English, A4 Colour	19.00	17.10	15.20	13.30	85.50	153.90	342.00	598.50	295.00	60.00	30.00
Text Book	Arabic, A4 Colour	29.00	26.10	23.20	20.30	130.50	234.90	522.00	913.50	895.00	180.00	90.00

## NEBOSH INTERNATIONAL AND NATIONAL CERTIFICATES

DESCRIPTION	PRINTED (PER COPY)				REPRINT LICENCES PER PACK				TRAINER PACKS		
	Copies	1-10	11-20	21-49	50+	10	20	50	100	Pack	+ Centre

### NEBOSH INTERNATIONAL/NATIONAL GENERAL CERTIFICATE IN OCCUPATIONAL HEALTH AND SAFETY

Text Book		34.90	31.42	27.92	24.44	157.00	282.60	628.20	1,099.40	1,490.00	300.00	150.00
N/IGC1 N/IG1	English, A4 Colour	17.45	15.71	13.96	12.22	78.50	141.30	314.10	549.70	745.00	150.00	75.00
GC2&3 N/IG2		17.45	15.71	13.96	12.22	78.50	141.30	314.10	549.70	745.00	150.00	75.00
Text Book	French/ Spanish/ Arabic Int'l Only A4 Colour	59.00	53.10	47.20	41.30	265.50	478.00	1,062.00	1,858.60	2,495.00	500.00	250.00
IGC1 / IG1		29.50	26.55	23.60	20.65	132.80	239.00	531.00	929.30	1,247.50	240.00	120.00
GC2&3 / IG2		29.50	26.55	23.60	20.65	132.80	239.00	531.00	929.30	1,247.50	240.00	120.00
Revision Guide	English, A5 Black & White	9.50	8.55	7.60	6.65	42.80	77.00	171.00	299.30	-	-	-

### NEBOSH INTERNATIONAL/NATIONAL CERTIFICATE IN CONSTRUCTION HEALTH AND SAFETY NEW SYLLABUS

Text Book	English, A4 Colour	39.00	35.10	31.20	27.30	175.50	315.90	702.00	1,228.50	1,490.00	300.00	150.00
Revision Guide	English, A5 Black & White	9.50	8.55	7.60	6.65	42.80	77.00	171.00	299.30	-	-	-

# RESOURCES (CONTINUED)

## NEBOSH INTERNATIONAL AND NATIONAL CERTIFICATES (CONTINUED)

DESCRIPTION	PRINTED (PER COPY)				REPRINT LICENCES PER PACK				TRAINER PACKS		
	Copies	1-10	11-20	21-49	50+	10	20	50	100	Pack	+ Centre

### NEBOSH CERTIFICATE IN FIRE SAFETY NEW SYLLABUS

Text Book	English, A4 Colour	22.45	20.21	17.96	15.72	101.00	181.80	404.10	707.20	975.00	200.00	100.00
Revision Guide	English, A5 Black & White	9.50	8.55	7.60	6.65	42.80	77.00	171.00	299.30	-	-	-

### NEBOSH ENVIRONMENTAL MANAGEMENT CERTIFICATE NEW SYLLABUS

Text Book	English, A4 Colour	39.00	35.10	31.20	27.30	175.50	315.90	702.00	1,228.50	975.00	200.00	100.00
Revision Guide	English, A5 Black & White	19.00	17.10	15.20	13.30	85.50	153.90	342.00	598.50	-	-	-

### NEBOSH INTERNATIONAL TECHNICAL CERTIFICATE IN OIL AND GAS OPERATIONAL SAFETY

Text Book	English, A4 Colour	55.00	49.50	44.00	38.50	247.50	445.50	990.00	1,732.50	975.00	200.00	100.00
Intro Guide		19.00	17.10	15.20	13.30	85.50	153.90	342.00	598.50	-	-	-
Revision Guide	English, A5 Black & White	19.00	17.10	15.20	13.30	85.50	153.90	342.00	598.50	-	-	-

## NEBOSH DIPLOMAS

DESCRIPTION	PRINTED (PER COPY)				REPRINT LICENCES PER PACK				TRAINER PACKS		
	Copies	1-10	11-20	21-49	50+	10	20	50	100	Pack	+ Centre

### NEBOSH NATIONAL/INTERNATIONAL DIPLOMA IN OCCUPATIONAL HEALTH AND SAFETY (OLD SYLLABUS)

Text Book	English, A4 Colour	254.85	229.38	203.88	178.41	1,146.90	2,064.30	4,587.30	8,027.70	4,995.00	990.00	510.00
Unit IA/A		84.95	76.46	67.96	59.47	382.30	688.10	1,529.10	2,675.90	1,665.00	330.00	170.00
Unit IB/B		84.95	76.46	67.96	59.47	382.30	688.10	1,529.10	2,675.90	1,665.00	330.00	170.00
Unit IC/C		84.95	76.46	67.96	59.47	382.30	688.10	1,529.10	2,675.90	1,665.00	330.00	170.00
Revision Guide	English, A5 Black & White	75.00	67.50	60.00	52.50	337.50	607.50	1,350.00	2362.50	-	-	-
Unit IA/A		25.00	22.50	20.00	17.50	112.50	202.50	450.00	787.50	-	-	-
Unit IB/B		25.00	22.50	20.00	17.50	112.50	202.50	450.00	787.50	-	-	-
Unit IC/C		25.00	22.50	20.00	17.50	112.50	202.50	450.00	787.50	-	-	-

# RESOURCES (CONTINUED)

## NEBOSH DIPLOMAS (CONTINUED)

DESCRIPTION	PRINTED (PER COPY)				REPRINT LICENCES PER PACK				TRAINER PACKS		
	Copies	1-10	11-20	21-49	50+	10	20	50	100	Pack	+ Centre

### NEBOSH NATIONAL/INTERNATIONAL DIPLOMA FOR OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT PROFESSIONALS (NEW SYLLABUS)

Text Book		254.85	229.38	203.88	178.41	1,146.90	2,064.30	4,587.30	8,027.70	4,995.00	990.00	510.00
Unit N/ID1	English, A4 Colour	84.95	76.46	67.96	59.47	382.30	688.10	1,529.10	2,675.90	1,665.00	330.00	170.00
Unit N/ID2		84.95	76.46	67.96	59.47	382.30	688.10	1,529.10	2,675.90	1,665.00	330.00	170.00
Unit N/ID3		84.95	76.46	67.96	59.47	382.30	688.10	1,529.10	2,675.90	1,665.00	330.00	170.00
Revision Guide	English, A5 Black & White	75.00	67.50	60.00	52.50	337.50	607.50	1,350.00	2362.50	-	-	-
Unit N/ID1		25.00	22.50	20.00	17.50	112.50	202.50	450.00	787.50	-	-	-
Unit N/ID2		25.00	22.50	20.00	17.50	112.50	202.50	450.00	787.50	-	-	-
Unit N/ID3		25.00	22.50	20.00	17.50	112.50	202.50	450.00	787.50	-	-	-

Please contact RRC for quotes on reprint licence numbers over 250

### NEBOSH NATIONAL/INTERNATIONAL DIPLOMA IN ENVIRONMENTAL MANAGEMENT

Text Book	English, A4 Colour	95.00	85.50	76.00	66.50	427.50	769.50	1,710.00	2,992.50	1,495.00	300.00	150.00
Revision Guide	English, A5 Black & White	25.00	22.50	20.00	17.50	112.50	202.50	450.00	787.50	-	-	-

## RRC LAW GUIDES

DESCRIPTION	PRINTED (PER COPY)				REPRINT LICENCES PER PACK				TRAINER PACKS		
	Copies	1-10	11-20	21-49	50+	10	20	50	100	Pack	+ Centre

### RRC HEALTH & SAFETY LAW AND CASE LAW GUIDE

Text Book	English, A5 Black & White	39.00	35.10	31.20	27.30	175.50	315.90	702.00	1,228.50	-	-	-
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### RRC ENVIRONMENTAL LAW AND CASE LAW GUIDE

Text Book	English, A5 Black & White	39.00	35.10	31.20	27.30	175.50	315.90	702.00	1,228.50	-	-	-
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#### Notes:

- Fees are quoted in Sterling (GBP)

#### Printed Materials:

- VAT not applicable
- Post & Packing charges apply – please call for a quote

#### Licence Packs:

- Price quoted is per pack (i.e. 10 copy pack allows 10 copies to be printed)
- VAT is applicable

# CONDITIONS OF SUPPLY

## PRINTED MATERIALS

All materials supplied by RRC are subject to copyright. By placing the order, the purchaser confirms that the RRC materials will not be copied, either in whole or in part, will be issued to one learner only, and will not after issue, be reissued, exchanged or sold.

## RETURNS OF PRINTED MATERIALS

Returns are allowed within 14 days subject to a 20% restocking charge.

## REPRINT LICENCE PACKS

The reprint licence entitles the licensee to print and distribute paper-based copies of the RRC training materials to any student on an appropriately approved/accredited structured programme of study run by the purchaser.

The licence pack is sold in sets of 10, 20, 50 or 100 copies and the purchaser may only print the total number of copies specified by the licence.

A master copy is supplied in electronic PDF format. The purchaser may not make any alterations to the text of the materials without the express permission of RRC.

## TRAINER PACKS

The Power Points, lesson plans and other relevant teaching resources are supplied in editable electronic format. The purchaser may add to, amend or omit elements of the Power Points and is permitted to include their corporate identity on all materials, but RRC copyright must be acknowledged.

The printed copy of the study materials supplied with the pack is for reference use only and may not be reproduced, or distributed in any way other than by purchasing Reprint Licence Packs. Each pack is for use at a single training centre.

## ADDITIONAL CENTRE LICENCES

Additional centre licences may be purchased for additional training centres at a discount. Contact RRC for pricing and further details.

## TRAINER PACK UPDATE SERVICE

The annual update service provides you with a new Trainer Pack in the event of significant changes to the content, such as a major legislative or syllabus change. There is an annual charge for this service which must be purchased at the same time as the Trainer Pack. Subsequent update fees must be paid every year.

## SUPPLY ARRANGEMENTS

### PAYMENT TERMS

All international orders must be paid in full prior to despatch. UK orders are subject to 30 days payment with official purchase order, subject to satisfactory credit check.

### VAT

All prices are quoted excluding VAT. VAT is chargeable at the current rate on all licences and postage and packing supplied within the EU.

Printed materials are currently not subject to VAT.

### POST AND PACKING – PRINTED MATERIALS

Orders will be processed upon receipt of order but customers should allow up to 10 days for delivery.

For details of costs for post and packing, please call for a quote.



# ORDER FORM



IF YOU ARE AN EXISTING CUSTOMER, PLEASE ENTER YOUR RRC CUSTOMER REFERENCE NUMBER \_\_\_\_\_

NAME & ADDRESS	INVOICE ADDRESS
Company Name:	Company Name:
Department:	Department:
Contact Name:	Contact Name:
Address:	Address:
Post Code:	Post Code:
Country:	Country:
Tel No:	Tel No:
E-mail:	E-mail:

DELIVERY ADDRESS	ORDER DETAILS
Contact Name:	Order No:
Company Name:	Signature:
Address:	Name:
	Date:
Post Code:	
Country:	
Contact Tel No:	

MATERIALS REQUIRED				
EXAMINING BODY	SUBJECT TITLE	QUANTITY	PRICE	COST EX. VAT

ORDER SUBTOTAL

POSTAGE AND PACKING

**TOTAL ORDER VALUE (EXCLUDING VAT)**

- I enclose a cheque made payable to RRC
- Please invoice my organisation. (Attach purchase order)

# SCORM LICENCING

RRC's SCORM packages provide everything you need to deliver high quality online courses from your LMS (Learning Management System).

If you would like to discuss SCORM Licencing for your organisation, please contact [corporate@rrc.co.uk](mailto:corporate@rrc.co.uk)

Our online courses typically comprise of the following components for each element of the course:

- High quality video summarising the key points of the element where applicable
- Online mobile friendly versions of the course materials
- Interactive review questions to test knowledge
- Discussion activity model response
- Additional resources provided as rewards for completing activities

RRC's SCORM Licences provides you with a set of electronic SCORM files to support the delivery of Online training on your LMS including:

- Complete content for the delivery of the course
- Supplementary content for your LMS where applicable (discussion activities)

## CONSULTATION AND SETUP

RRC will provide an initial consultation on system requirements to ensure that the SCORM packages are correctly loaded and enabled on your LMS.

## BRANDING

You can request to have branded colour theming and/or logos included in the SCORM files. This should be raised at the initial enquiry stage, as it may incur additional costs and increase the delivery timeframe.

## CONTENT UPDATES

Content updates are included as part of the licence. This means the course run through your LMS will always be the most up-to-date version of the materials available.

## ENROLMENTS AND TUITION PERIODS

As the product will be hosted on your own LMS, you can set your own tuition periods and pricing. Students will be enrolled on your own system and personal data will not be shared with RRC.

## CERTIFICATION

Certificates will be sent directly from the awarding body, with no involvement by RRC. Any issues regarding certification should be directed to the awarding body.

# SCORM LICENCING (CONTINUED)

## PROVISIONING, CONSULTATION AND SETUP FEES

The initial fee includes provisioning (i.e. ensuring you are able to meet the conditions for purchase and setup), SCORM files and a set amount of support hours to help with the initial setup. The fees below do not include any additional costs related to branding, or extra support required for setup.

NUMBER OF COURSES	INITIAL FEE (GBP)	HOURS OF SETUP ASSISTANCE INCLUDED*
1 COURSE	1,000	2
2 COURSES	1,500	3
3 COURSES	1,750	4

## LICENCING FEES BY USER

COURSE	FEE PER USER (GBP)
IOSH Managing Safely®	50
IOSH Working Safely	20
NEBOSH International General Certificate (English)	100
NEBOSH International General Certificate (French)	200
NEBOSH Environmental Management Certificate	115
NEBOSH Health and Safety Management for Construction (International)	115

## DEVELOPMENT FOR COURSES NOT CURRENTLY AVAILABLE

If you are interested in SCORM licencing for a course not listed above, please contact us to discuss additional costs and timeframes. Please include details regarding which courses you would be interested in and how many licences you anticipate you will need.