



Information about the subject

Degree: Bachelor of Science Degree in Criminology

Faculty: Faculty of Legal, Economic and Social Sciences

Code: 1302023 **Name:** Human Resources and Occupational Hazards

Credits: 6,00 **ECTS Year:** 4 **Semester:** 2

Module: Elective itineraries

Subject Matter: Technical-legal itinerary **Type:** Elective

Department: Criminology

Type of learning: Classroom-based learning

Languages in which it is taught: Spanish

Lecturer/-s:

130OP05 Francisco Ibor Asensi (**Responsible Lecturer**)

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Module organization

Elective itineraries

Subject Matter	ECTS	Subject	ECTS	Year/semester
Technical-legal itinerary	60,00	Applied Statistics	6,00	This elective is not offered in the academic year 24/25
		Directive and Negotiation Skills	6,00	This elective is not offered in the academic year 24/25
		Economic Crimes	6,00	This elective is not offered in the academic year 24/25
		Environmental Criminology	6,00	This elective is not offered in the academic year 24/25
		Human Resources and Occupational Hazards	6,00	4/2
		Judicial Police	6,00	This elective is not offered in the academic year 24/25
		Medical Law and Healthcare Legislation	6,00	This elective is not offered in the academic year 24/25
		Research Techniques for Missing Individuals	6,00	4/2



Technical-legal itinerary		-Road Safety. Factors of Accident Rate. Investigation and Prevention of Accidents	6,00	This elective is not offered in the academic year 24/25
		Technological Crimes	6,00	This elective is not offered in the academic year 24/25
Medical and calligraphic expertise itinerary	54,00	Arsons and Criminal Investigation	6,00	This elective is not offered in the academic year 24/25
		Documentoscopy. Calligraphic Expertise	6,00	This elective is not offered in the academic year 24/25
		Expert Intervention. Criminological Report	6,00	4/1
		Legal Medicine in the Workplace	6,00	This elective is not offered in the academic year 24/25
		Medical and Surgical Physiopathology	6,00	This elective is not offered in the academic year 24/25
		Medical and Surgical Physiopathology	6,00	2/2
		Physical damage	6,00	This elective is not offered in the academic year 24/25
	Thanatology	6,00	This elective is not offered in the academic year 24/25	



Medical and calligraphic expertise itinerary		Toxicology and Drug Dependence	6,00	This elective is not offered in the academic year 24/25
Psycho-social and private security itinerary	72,00	Communication and Negotiation	6,00	This elective is not offered in the academic year 24/25
		Direction and Management of Security Businesses	6,00	This elective is not offered in the academic year 24/25
		Discrimination and Gender Violence	6,00	This elective is not offered in the academic year 24/25
		Forensic Anthropology	6,00	This elective is not offered in the academic year 24/25
		Forensic Paediatrics	6,00	This elective is not offered in the academic year 24/25
		Pedagogy	6,00	This elective is not offered in the academic year 24/25
		Planning and Management of Security. Techniques and Tools	6,00	4/2
		Psychography	6,00	This elective is not offered in the academic year 24/25
		Psychology of Testimony	6,00	4/2
		Risk Analysis. Project of Comprehensive Safety	6,00	4/1



Psycho-social and
private security
itinerary

Social Intervention
Networks and Situational
Prevention

6,00

This elective is not
offered in the
academic year
24/25

Social Work

6,00

This elective is not
offered in the
academic year
24/25

Recommended knowledge

Not required



Learning outcomes

At the end of the course, the student must be able to prove that he/she has acquired the following learning outcomes:

- R1 Analysis of HRM to People Management.
- R2 Planning and designing positions.
- R3 Analyzing the search and selection of people.
- R4 Understanding training and development.
- R5 Assessing performance and pay.
- R6 Analyzing the use of power and communication.
- R7 Understanding motivation and quality of life at work.
- R8 Knowledge of the work-life balance models.
- R9 Analyzing social gender trends in today's societies.
- R10 Observing the peculiarities of gender in labour.
- R11 Studying the conciliation of family and work life.
- R12 Analyzing situations of inequality in tasks: responsibilities and roles.
- R13 Knowledge of social responsibility and risk prevention in the workplace.
- R14 Knowledge of social responsibility and disability.



Competencies

Depending on the learning outcomes, the competencies to which the subject contributes are (please score from 1 to 4, being 4 the highest score):

BASIC		Weighting			
		1	2	3	4
CB1	Showing a command and understanding of knowledge in an area of study that is based on the general secondary education and that is usually at a level that implies the support on advanced textbooks but also the inclusion of knowledge from the cutting edge of their field of study.				X
CB2	Being able to apply their knowledge to their jobs or vocational activities professionally and holding the competences that are demonstrated through the elaboration and defence of arguments as well as the solution of problems within their area of study.				X
CB3	The ability to gather and interpret relevant data (normally within their area of study) so as to make judgements that include a reflection on relevant social, scientific or ethical issues.			X	
CB4	Being able to convey information, ideas, problems and solutions to a specialised or non-specialised public.				X
CB5	Having developed the learning abilities necessary to pursue postgraduate studies with a high degree of autonomy.				X
GENERAL		Weighting			
		1	2	3	4
CG1	Understanding and integrating the different theories and scientific knowledge developed by Social, Legal and Behavioural Sciences through a critical lens in order to understand the sociocultural and personal context of all the elements that integrate the crime sphere.				X
CG2	Being able to assess the complexity and diversity of the criminal phenomenon in a global context.			X	



CE2	Knowing the social basis of norms, fundamental values of Law, their origin, organization, functioning, and application in the recognition of fundamental rights, public liberties and others enshrined in our legal system.	X		
CE3	Critical knowledge of the Legal System sector in charge of studying the crime, the penalties, and of their prosecution and execution of penalties and measures, and its application to case studies.	X		
CE5	Understanding and knowing the functioning of local, regional, national, European and international institutions from their inception and as a whole and identifying the competent institution or administration in each case as well as the sectorial law applicable in each case.	X		
CE6	The capacity to understand the scope of both public and private law as an integrating element and guarantor of fundamental rights in its field of action, adopting a critical vision in the analysis of this system.	X		
CE7	Study and elaboration of reports in the field of minors with regards to risk situations, measures applicable to the minor offender and other types of measures applicable to minors at serious risk.			X
CE9	The capacity to argue and describe different viewpoints, being able to debate about them in a logical and coherent manner, presenting the conclusions in an adequate academic format on the topics of criminal policy, victimisation, criminalisation, and responses to deviation and crime, as well as their perception and interpretation in the media, by the public and in official reports.	X		
CE10	Explanatory management from a socio-anthropological perspective of the concepts of violence, inequality and difference, delinquency, crime, social control, stigmatisation, and social deviation.			X
CE11	Understanding, from an integrating perspective, of the scientific nature of Criminology and its objective, as well as of the multidisciplinary complexity of criminological science.		X	
CE12	Understanding of the phenomenon of delinquency in the fields of IT, labour, social security, image and honour, patents and trademarks as well as the strategies for investigating these crimes and knowledge of the regulations.	X		
CE13	The capacity to design an empirical research project that involves the application of quantitative and qualitative techniques, the use of published data sources, statistic analyses and interpretation of results obtained.	X		



CE14	Understanding the basic principles of the criminal phenomenon, its spatial, cultural, social, economic, legal, political, labour, and anthropological dimensions.				X
CE18	Attention to victims of hatred, be it at individual, group or community levels, with particular sensibility towards those collective groups that are particularly victimised or at grave risk such as gender violence victims, minors or people with a disability.	X			
CE20	A command of the research methodology in social science, design of social integration plans, preventive urbanistic actions and comprehensive training of individuals, with special sensitivity to those groups at greatest risk of social exclusion, immigration, drug addiction and others.	X			
CE21	Legislative, organizational and functional knowledge of the different public and private security bodies.	X			
CE23	Knowledge and application of scientific research techniques in the medical-legal and criminalistic field, as well as the basis and preparation of various expert reports.	X			
CE24	Training in the elaboration of criminologist expert reports as well as in expert intervention in the different phases of the procedures.				X



Assessment system for the acquisition of competencies and grading system

Assessed learning outcomes	Granted percentage	Assessment method
R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14	40,00%	Analysis and resolution of case studies.
R1, R2, R3, R4, R5, R6, R7, R8, R13	40,00%	Attendance and participation in class.
R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14	20,00%	Exam or objective test to measure obtained competences.

Observations

Observations

To add the percentages it is essential to approve each and every one of the evaluation instruments. Failure to comply with the rules and deadlines for carrying out the different activities of the course will invalidate the work and it will not be graded. I received an Honor Certificate for every 20 students and not for a fraction. It will be ESSENTIAL to pass the subject to pass the exam with a score of 5 out of 10 in both calls.

Criteria for granting honors:

Explain specific criteria indicated for the subject and faculty to which the degree is assigned and in accordance with the general regulations that indicate that only one honorary registration can be given for every 20 students, not for a fraction of 20, with the exception of the case of groups of less than 20 students in total, in which registration can be given.

According to article 9 of the General Regulations for the Evaluation and Qualification of Official Teachings and Own Degrees of the UCV, the continuous evaluation system is the preferred evaluation system at the UCV.

The art. 10 allows, however, for those students who in a justified and accredited manner express their inability to attend in person (or to synchronous communication activities for virtual and/or hybrid teaching modalities), their evaluation on an extraordinary basis in the so-called single evaluation.

Said single evaluation must be requested within the first month of each semester to the Dean of Faculty through the Vice-Deaneries or Master's Directorates, with the express decision on the admission of said request from the student concerned being the responsibility of this.

For the subject HUMAN RESOURCES AND WORK RISKS, since it is completely face-to-face, the possibility of single evaluation is NOT contemplated.



CLASS ATTENDANCE IN FACE-TO-FACE DEGREES

In accordance with the development guidelines of the General Regulations for the Evaluation and Qualification of Official Teachings and Own Degrees of the UCV, in face-to-face degrees, class attendance with a minimum of 80% of the sessions of each subject will be required as a requirement to be evaluated. This means that, if a student does not attend the sessions of each subject, in a percentage greater than 20%, he/she will not be able to be evaluated, neither in the first nor in the second call, unless the person responsible for the subject, with the approval of the person responsible for degree, in view of duly justified exceptional circumstances, exempt from the minimum attendance percentage. The same criterion will be applicable for hybrid or virtual degrees in which teachers must maintain the same percentage in the requirement of "presence" in the different training activities, if any, even if these are carried out in virtual environments.

MENTION OF DISTINCTION:

The mention of "Honors" may be awarded to students who have obtained a grade equal to or greater than 9.0. Their number may not exceed five percent of the students enrolled in a group in the corresponding academic year, unless the number of students enrolled is lower.

Learning activities

The following methodologies will be used so that the students can achieve the learning outcomes of the subject:

- M1 Presentation of contents by the teacher, analysis of competencies, explanation and demonstration of abilities, skills and knowledge in the classroom.
- M2 Specific instructions about group and individual assignments for each topic.
- M3 Group work sessions supervised by the teacher. Study of legal cases, both real and fictitious, analysis, diagnosis, problems, field study, computer room, visits, data search, libraries, network, Internet, etc. Significant construction of knowledge through student interaction and activity. Critical analysis on values and social commitment.
- M4 Application of interdisciplinary knowledge.
- M5 Supervised monographic sessions with shared participation
- M6 Personalized attention and in small groups. Period of instruction and/or orientation carried out by a tutor with the objective of reviewing and discussing the materials and topics presented in the classes, seminars, readings, completion of assignments, etc.



- M7 Set of oral and/or written tests used in the initial, formative or summative evaluation of the student.
- M8 Group preparation of readings, assumptions and problem -olving to present, discuss or deliver in class or tutorial.
- M9 Student's study: Individual reading preparation, case studies, jurisprudence. Writings and papers to be presented or delivered in the classes or tutorials.



IN-CLASS LEARNING

IN-CLASS LEARNING ACTIVITIES

	LEARNING OUTCOMES	HOURS	ECTS
In-person class M1	R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14	20,00	0,80
Practical class M3	R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14	25,00	1,00
Seminar M5	R1, R2, R3, R4, R5, R6, R7, R8, R13	2,50	0,10
Group work presentation M8	R1, R2, R3, R4, R5, R6, R7, R8, R13	5,00	0,20
Tutorial M6	R1, R2, R3, R4, R5, R6, R7, R8, R13	5,00	0,20
Evaluation M7	R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14	2,50	0,10
TOTAL		60,00	2,40

LEARNING ACTIVITIES OF AUTONOMOUS WORK

	LEARNING OUTCOMES	HOURS	ECTS
Group work M8	R1, R2, R3, R4, R5, R6, R7, R8, R13	30,00	1,20
Individual work M9	R1, R2, R3, R4, R5, R6, R7, R8, R13	60,00	2,40
TOTAL		90,00	3,60



Description of the contents

Description of the necessary contents to acquire the learning outcomes.

Theoretical contents:

Content block	Contents
HUMAN RESOURCES	The human resources in the company
PLANNING HUMAN RESOURCES	Planning and human resources
JOBS DESCRIPTIONS	Jobs descriptions and valuation.
JOBS SELECTIONS	The job selection process
CURRICULUM VITAE	The Curriculum Vitae
ORGANIZATION CHART	The organization chart
LIDERSHIP	Lidersh in human resource management
EMPLOYMENT CONTRACT	The employment contract
MODIFICATIONS EMPLOYMENT CONTRACT	Modifications of the employment contract
DISMISSAL	The dismissal
REPRESENTATION OF THE WORKERS	The representation of the workers in the company
COACHING	Performance management and coaching
HEALTH AND SAFETY MEASURES	Legal regulation on health and safety measures
EMPLOYER'S DUTIES	Employer's duties on health and safety
MEDICAL SAFETY MESURES	Medical safety mesures by employers



WORKERS RIGHTS

Workers rights and obligations on health and safety
measures,

REVIEW RISK ASSESSMENT

Review the risk assessment

PREVENTION PLAN

The prevention plan

INSST / INNVASSAT

Public Safety and Health organization at work, INSST /
INVASSAT



Temporary organization of learning:

Block of content	Number of sessions	Hours
HUMAN RESOURCES	2,00	4,00
PLANNING HUMAN RESOURCES	2,00	4,00
JOBS DESCRIPTIONS	1,00	2,00
JOBS SELECTIONS	2,00	4,00
CURRICULUM VITAE	1,00	2,00
ORGANIZATION CHART	1,00	2,00
LIDERSHIP	2,00	4,00
EMPLOYMENT CONTRACT	1,00	2,00
MODIFICATIONS EMPLOYMENT CONTRACT	2,00	4,00
DISMISSAL	2,00	4,00
REPRESENTATION OF THE WORKERS	1,00	2,00
COACHING	1,00	2,00
HEALTH AND SAFETY MEASURES	2,00	4,00
EMPLOYER'S DUTIES	2,00	4,00



MEDICAL SAFETY MESURES	2,00	4,00
WORKES RIGHTS	2,00	4,00
REVIEW RISK ASSESSMENT	1,00	2,00
PREVENTION PLAN	2,00	4,00
INSST / INNVASSAT	1,00	2,00

References

Basic bibliography

- PATRICIO JIMENEZ, DANIEL, Manual de Recursos Humanos, 5ª ed., Madrid, ESIC, 2016.
- IGARTUA MIRÓ, MARIA TERESA, Sistema de Prevención de Riesgos Laborales, 5ª ed., Madrid, Tecnos, 2020.
- GOLEMAN, DANIEL (Coordinador), Sinopsis de Inteligencia Emocional, 1ª ed., Barcelona, Reverte, 2021.

Complementary bibliography

- POQUET CATALA, RAQUEL, Derechos y obligaciones de los trabajadores en materia de prevención de riesgos laborales, Albacete, Bomarzo, 2015.
- ALFONSO MELLADO, CARLOS L., Prevención de Riesgos Laborales y Accidente de trabajo en la Ley Reguladora de la Jurisdicción Social, Albacete, Bomarzo, 2011.