

# OCCUPATIONAL SAFETY AND HEALTH PRACTICES

**UNIT CODE:** BUS/CU/HRM/BC/07/5/A

## **Relationship to Occupational Standards**

This unit addresses the unit of competency: Demonstrate Occupational Safety and Health Practices

**Duration of Unit:** 25 hours

## **Unit Description**

This unit describes the competencies required to comply with regulatory and organizational requirements for occupational safety and health.

## **Summary of Learning Outcomes**

1. Identify workplace hazards and risk
2. Identify and implement appropriate control measures to hazards and risks
3. Implement Occupational Safety and Health (OSH) programs, procedures and policies/guidelines

## **Learning Outcomes, Content and Suggested Assessment Methods**

<b>Learning Outcome</b>	<b>Content</b>	<b>Suggested Assessment Methods</b>
1. Identify workplace hazards and risks	<ul style="list-style-type: none"><li>• Identification of hazards in the workplace and/or the indicators of</li></ul>	<ul style="list-style-type: none"><li>• Oral questions</li><li>• Written tests</li><li>• Observation of trainees identify</li></ul>

<b>Learning Outcome</b>	<b>Content</b>	<b>Suggested Assessment Methods</b>
	<p>their presence</p> <ul style="list-style-type: none"> <li>• Evaluation and/or work environment measurements of OSH hazards/risk existing in the workplace is conducted by</li> <li>• Authorized personnel or agency</li> <li>• Gathering of OSH issues and/or concerns raised</li> </ul>	<p>hazards and risks</p>
<p>2. Identify and implement appropriate control measure to hazards and risks</p>	<ul style="list-style-type: none"> <li>• Prevention and control measures, including use of PPE for specific hazards are identified and implemented</li> <li>• Appropriate risk controls based on result of OSH hazard evaluation is recommended</li> <li>• Contingency measures,</li> </ul>	<ul style="list-style-type: none"> <li>• Oral questions</li> <li>• Written tests</li> <li>• Practical test</li> <li>• Observation of implementation of control measures</li> </ul>

<b>Learning Outcome</b>	<b>Content</b>	<b>Suggested Assessment Methods</b>
	including emergency procedures during workplace incidents and emergencies are recognized and established in accordance with organization procedures	
3. Implement OSH programs, procedures and policies/guidelines	<ul style="list-style-type: none"> <li>• Providing information to work team about company OSH program, procedures and policies/guidelines</li> <li>• Participating in implementation of OSH procedures and policies/guidelines</li> <li>• Training of team members and advice on OSH standards and procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Oral questions</li> <li>• Written tests</li> <li>• Practical test</li> <li>• Observation</li> </ul>

Learning Outcome	Content	Suggested Assessment Methods
	<ul style="list-style-type: none"> <li>● Implementation of procedures for maintaining OSH-related records</li> </ul>	

### Suggested Delivery Methods

- Instructor led facilitation of theory
- Demonstration by trainer
- Practical work by trainee
- Viewing of related videos

### Recommended Resources

- Standard operating and/or other workplace procedures manuals
- Specific job procedures manuals
- Machine/equipment manufacturer's specifications and instructions
- PPE e.g.
  - Mask
  - Face mask/shield
  - Safety boots
  - Safety harness
  - Arm/Hand guard, gloves
  - Eye protection (goggles, shield)
  - Hearing protection (ear muffs, ear plugs)
  - Hair net/cap/bonnet
  - Hard hat
  - Face protection (mask, shield)
  - Apron/gown/coverall/jump suit

- Anti-static suits
- High-visibility reflective vest

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