

DEMONSTRATE OCUPATIONAL SAFETY AND HEALTH PRACTICES

UNIT CODE: ENG/OS/IPO /BC/0/4/A

UNIT DESCRIPTION

This unit specifies the competencies required to practice safety and health, and comply with OSH requirements relevant to work

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
<p>These describe the key outcomes which make up workplace function.</p>	<p>These are assessable statements which specify the required level of performance for each of the elements.</p> <p><i>Bold and italicized terms are elaborated in the Range</i></p>
<p>1. Observe workplace procedures for hazards and risk prevention</p>	<p>1.1 Arrangement of work area and items in accordance with Company housekeeping procedures is followed</p> <p>1.2 Work standards and procedures are followed</p> <p>1.3 <i>Prevention and control measures</i>, including use of <i>safety gears/PPE</i> are applied</p> <p>1.4 Standards and procedures for <i>incidents and emergencies</i> are studied and applied, as needed</p>
<p>2. Participate in arrangements for workplace safety and health maintenance</p>	<p>2.1 Orientations on <i>OSH requirements/regulations</i> of tasks is participated</p> <p>2.2 Feedback on health, safety, and security concerns are provided to appropriate personnel as required in a sufficiently detailed manner.</p> <p>2.3 Workplace procedures for reporting hazards, incidents, injuries and sickness are practiced</p> <p>2.4 OSH requirements/ regulations and workplace safety and hazard control procedures are reviewed, and compliance reported to appropriate personnel, as needed</p> <p>2.5 Needed <i>OSH-related trainings</i> are identified and proposed to appropriate personnel</p>

RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

Variable	Range
<p>1. Prevention and control measures may include but are not limited to:</p>	<p>1.1 Eliminate the hazard (i.e., get rid of the dangerous machine)</p> <p>1.2 Isolate the hazard (i.e. keep the machine in a closed room and operate it remotely; barricade an unsafe area off)</p> <p>1.3 Substitute the hazard with a safer alternative (i.e., replace the machine with a safer one)</p> <p>1.4 Use administrative controls to reduce the risk (i.e. give trainings on how to use equipment safely; OSH-related topics, issue warning signages, rotation/shifting work schedule)</p> <p>1.5 Use engineering controls to reduce the risk (i.e. use safety guards to machine)</p> <p>1.6 Use personal protective equipment</p> <p>1.7 Safety, Health and Work Environment Evaluation</p> <p>1.8 Periodic and/or special medical examinations of workers</p>
<p>2. Safety gears /PPE (Personal Protective Equipment's) may include but are not limited to:</p>	<p>2.1 Arm/Hand guard, gloves</p> <p>2.2 Eye protection (goggles, shield)</p> <p>2.3 Hearing protection (ear muffs, ear plugs)</p> <p>2.4 Hair Net/cap/bonnet</p> <p>2.5 Hard hat</p> <p>2.6 Face protection (mask, shield)</p> <p>2.7 Apron/Gown/coverall/jump suit</p> <p>2.8 Anti-static suits</p> <p>2.9 High-visibility reflective vest</p>

<p>3. <i>Incidents and emergencies</i> may include but are not limited to:</p>	<p>3.1 Chemical spills 3.2 Equipment/vehicle accidents 3.3 Explosion 3.4 Fire 3.5 Gas leak 3.6 Injury to personnel 3.7 Structural collapse 3.8 Toxic and/or flammable vapors emission.</p>
<p>4. <i>OSH requirements / regulations</i> may include but are not limited to:</p>	<p>4.2 Building code 4.5 Permit to Operate</p>
<p>5. <i>OSH-related trainings</i> may include but are not limited to:</p>	<p>5.1 Safety Orientations relevant to tasks 5.2 Safe and Correct Operation of Tools and Equipment 5.3 Health Orientations/trainings (Healthy Lifestyle, Prevention of drug/alcohol dependence, violence in the workplace, work-stress) 5.4 Prevention and Control of OSH Hazards in the workplace 5.5 Chemical Handling 5.6 Safety Trainings (Fire Safety, Construction Safety, Confined Space) 5.7 Prevention and Control of Work-related Injuries and Illness 5.8 Basic First-aid Trainings 5.9 Emergency Response Trainings 5.10 Trainings on use of fire-extinguisher</p>

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

Required Skills

The individual needs to demonstrate the following skills:

- Communication Skills
- Knowledge management
- Collaborating skills
- Interpersonal Skills
- Troubleshooting skills
- Critical thinking Skills
- Observation Skills

Required Knowledge

The individual needs to demonstrate knowledge of:

- General OSH principles and legislations
- Principles of good housekeeping (5S)
- Company/workplace policies/ guidelines
- Standards and safety requirements of work process and procedures
- Standard Workplace emergency plan and procedures
- Safety and health requirements of tasks
- Workplace guidelines on providing feedback on OSH and security concerns
- OSH regulations
- Hazard control procedures
- OSH trainings relevant to work

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

<p>1. Critical Aspects of Competency</p>	<p>Assessment requires evidence that the candidate:</p> <p>1.1 Follows work and housekeeping procedures, and complies with its requirements</p> <p>1.2 Follows work standards and procedures</p> <p>1.3 Applies OSH preventive and control measures, including emergency plan, standards and procedures</p> <p>1.4 Participates in orientations on OSH requirements of tasks</p> <p>1.5 Provides feedback on health, safety, and security concerns in a sufficiently detailed manner.</p> <p>1.6 Practices workplace procedures for reporting hazards, incidents, injuries and sickness</p> <p>1.7 Reviews and reports compliance to workplace OSH regulations and</p>
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	<p>hazard control procedures</p> <p>1.8 Identifies and proposes OSH trainings relevant to work</p>
2. Resource Implications	<p>The following resources should be provided:</p> <p>2.1 Facilities, materials tools and equipment necessary for the activity</p>
3. Methods of Assessment	<p>Competency in this unit may be assessed through:</p> <p>3.1 Observation/Demonstration with oral questioning</p> <p>3.2 Third party report</p> <p>3.3 Written exam</p>
4. Context of Assessment	<p>Competency may be assessed on the job, off the job or a combination of these. Off the job assessment must be undertaken in a closely simulated workplace environment.</p>
5. Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.</p>