7. DEMONSTRATE OCCUPATIONAL SAFETY AND HEALTH PRACTICES

UNIT CODE: ENG/OS/AUT/BC/7/3/A

UNIT DESCRIPTION

This unit specifies the competencies required to practice and promote safety and health at work. This entails preparing to practice safety and health at work and complying and promoting compliance of workers to organization's occupational safety and health instructions and requirements

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT These describe the key outcomes which make up workplace function.	PERFORMANCE CRITERIA These are assessable statements which specify the required level of performance for each of the elements. *Bold and italicized terms are elaborated in the Range*
1. Prepare to practice safety and health at work	1.1 Awareness of legislation that outlines the minimum standards for occupational safety and health requirements/ regulations are emphasized 1.2 Benefits of implementing an occupational safety and health program are identified 1.3 *Safety requirements/ regulations* of own work and of other workers are familiarized 1.4 Workplace standards and procedures *for incidents and Emergencies* are determined 1.5 *Prevention and control measures*, including use of *safety gears/PPE* (Personal Protective Equipment) to avoid accident, injuries and sickness are identified
2. Comply and promote compliance of workers to	2.1 Safety instructions and safety signs are followed and

organization's occupational safety and health instructions and requirements	disseminated to co-workers
	2.2 Safe handling of tools, equipment and materials is learned and shared with co-workers
	2.3 Execution of own work and of co-workers is monitored in according to safe work procedures
	2.4 Use of safe guards and safety devices is monitored
	2.5 Hazards, incidents, injuries and sickness in the workplace are reported properly following standards and procedures

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
1. *Safety requirements / regulations* may include but are not limited to:	● Building code ● Permit to Operate ● Occupational Safety and Health Standards
2. *Incidents and emergencies* may include but are not limited to:	● Chemical spills ● Equipment/vehicle accidents ● Explosion ● Fire ● Gas leak ● Injury to personnel ● Structural collapse ● Toxic and/or flammable vapors emission.
3. *Prevention and control measures* may include but are not limited to:	● Eliminate the hazard ● Isolate the hazard ● Substitute the hazard with a safer alternative ● Use administrative controls to reduce the risk ● Use engineering controls to reduce the risk ● Use personal protective equipment ● Safety, Health and Work Environment Evaluation

	● Periodic and/or special medical examinations of workers
4. Safety devices/ PPEs (personal protective equipment) May include but are not limited to:	● 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

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
- Observation
- Reporting
- Organizing

Required Knowledge

The individual needs to demonstrate knowledge of:

- Elements of an effective occupational safety and health program
- Benefits of implementing an occupational safety and health program
- Safety requirements of own work and of other workers
- Standard emergency plan and procedures in the workplace
- Different OSH control measures
- General OSH principles
- Work standards and procedures
- Safe handling procedures of tools, equipment's and materials
- Standard emergency plan and procedures in the workplace
- Different OSH control measures
- Standard accident and illness reporting procedures in the workplace
- Monitoring system on compliance to work safety and health

EVIDENCE GUIDE

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

1. Critical Aspects of Competency	Assessment requires evidence that the candidate: 1.1. Arranged work area and items in accordance with workplace procedures requirements 1.2. Followed work standards and procedures based on instructions 1.3. Applied **Prevention and control measures** based on instructions 1.4. Undertook orientations on **OSH requirements and regulations** in line with policy. 1.5. Provided feedback on occupational health and safety as per workplace instructions. 1.6. Adhered to workplace procedures for reporting hazards, incidents, injuries and sickness to as per workplace policy. 1.7. Identified and proposed **OSH-related training needs** as per workplace policy.
2. Resource Implications for assessment	The following resources should be provided: 2.1 Access to relevant workplace where assessment can take place 2.2 Appropriately simulated environment where assessment can take place
3. Methods of Assessment	Competency in this unit may be assessed through: 3.1 Oral questioning 3.2 Portfolio of evidence 3.3 Third Party Reports 3.4 Written tests
4. Context of Assessment	Competency may be assessed 4.1 On-the-job 4.2 Off-the –job 4.3 During Industrial attachment

5. Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

COMMON UNITS OF COMPETENCY