

Domain	OCCUPATIONAL HEALTH AND SAFETY	Unit ID: 1157
Title:	Demonstrate basic knowledge of workplace health and safety	
Level: 1		Credits: 7

Purpose

This unit standard specifies the competencies required to work safely in a workplace environment. It includes knowledge of hazard and risk control, workplace fire safety, emergency evacuation and response and reading product labels in a workplace. This unit standard is intended for people requiring basic knowledge of workplace health and safety in order to engage safely in paid employment, other forms of work and/or vocational education and training.

Special Notes

1. This unit standard may be used as a core or elective within any vocationally based qualification.
2. Assessment evidence may be collected from a real workplace or simulated real workplace.
3. The assessor must be satisfied that the candidate can demonstrate an understanding of, or competency against, the unit standard as a whole.
4. Performance of all elements in this unit standard must comply with all relevant workplace requirements and/or manufacturers' specifications.
5. Safe working practices may include but are not limited to: the identification, selection and wearing of personal protective equipment; reading and interpretation of safety signs and symbols; and in compliance with the health and safety instructions on product labelling.
6. Regulations and legislation relevant to this unit standard include the following:
 - Labour Act, No. 11, 2007.
 - Occupational Health and Safety Regulations No. 18, 1997 and all subsequent amendments.

Quality Assurance Requirements

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the

Elements and Performance Criteria

Element 1: Demonstrate knowledge of hazard and risk control

Range

Personal protective equipment is to include overalls, steel capped boots, safety glasses/goggles, high visibility vest, jacket, hard hats, gloves, ear plugs, dust masks, ear muff/plugs and respirator.

Performance Criteria

- 1.1 The terms hazard and risk are explained.
- 1.2 Different kinds of hazards are described.
- 1.3 Health and safety hazards are differentiated.
- 1.4 Hazard control measures are explained.
- 1.5 Hazards are identified and reported using appropriate procedures.
- 1.6 PPEs are identified and explained.
- 1.7 Duties of the employer and employee in dealing with hazards are listed.

Element 2: Demonstrate knowledge of workplace fire safety

Performance criteria

- 2.1 Fire elements are described.
- 2.2 Types of fire fighting equipment found at worksites are explained.
- 2.3 Different classes of fire are described and their symbols identified.
- 2.4 Different types of portable fire extinguishers and their uses are described.
- 2.5 Procedures to use a fire extinguisher are described.
- 2.6 An assessment to determine whether to fight a fire is conducted.
- 2.7 Ways to prevent fire in a workplace are described.

Element 3: Interpret an emergency evacuation plan

Performance Criteria

- 3.1 Symbols used in an emergency evacuation plan are identified.

- 3.2 An emergency evacuation plan is interpreted.
- 3.3 Primary and secondary escape routes are plotted.
- 3.4 Fire safety equipment in an emergency evacuation plan is located.
- 3.5 The fire assembly point in an emergency evacuation plan is located.

Element 4: Apply knowledge to conduct an emergency response

Range

This element is designed as a follow-up to a first aid course delivery by a certified trainer.

Procedures for a medical situation includes making a the area safe, rescuing an electrocuted person, turning and moving a person who may have a neck or spiral injury, conducting compressions on a non-breathing victim, dealing with choking, treating bleeding, treating shock and burns.

Compressions must not be conducted on an actual person.

Burns includes first, second and third degree burns.

Simulation exercise to include assessment of the situation and the victim; calling an emergency service; seeking permission from the victim to conduct first aid on them; and, putting the victim in a recovery position.

Performance Criteria

- 4.1 Procedures to conduct an emergency response in a given medical situation are explained.
- 4.2 A simulated emergency response is carried out on a victim with neck or spinal injuries following correct procedures.
- 4.3 Items in a first aid box are identified.
- 4.4 A first aid record is completed accurately.

Element 5: Read product labels in a workplace

Performance Criteria

- 5.1 Label vocabulary words are defined.
- 5.2 First aid information on labels is explained.
- 5.3 Medical, pesticide and workplace product labels are read and interpreted correctly

5.4 Label safety symbols are interpreted correctly.

Registration Data

Subfield:	Preventive Health
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Anticipated review:	2017
Body responsible for review:	Namibia Training Authority