

BSBOHS201A

PARTICIPATE IN OHS PROCESSES

ASSESSMENT SUMMARY

The assessment activities for *BSBOHS201A Participate in OHS processes* cover all aspects of the unit of competency required. To demonstrate competence in this unit, a participant must undertake all tasks and complete them satisfactorily and consistently. For Apprentices and Trainees, this includes employer completion of the Employer Record Book (ERB).

Participants must read all the information given before starting any assessment task. The assessment tasks are intended to be equitable, fair and flexible. If a participant has any questions or requires alternative arrangements to be made such requests should be directed to their Trainer/Assessor, who should note such arrangements in the 'Assessor Comments' on the affected assessment. If a participant feels they are not yet ready to be assessed, they should discuss their options with their Trainer/Assessor.

To satisfactorily complete the assessment, the participant is required to answer all questions correctly and demonstrate their skills to industry standards. If a participant does not answer some questions or perform some tasks, they will be deemed 'Not Satisfactory' for the task and 'Not Yet Competent' for the unit of competency. The Trainer/Assessor is able to provide the participant with additional information on interpreting the assessment outcomes and provide guidance on the participant's options. Should a participant still be deemed 'Not Satisfactory' they will have the opportunity to undertake a supplementary assessment or appeal the result.

By signing the cover page for each assessment item, the participant acknowledges they understand the assessment instructions and requirements and consent to being assessed. The participant also verifies and assures the RTO that the work submitted is their own work.

Participant Name	Rebecca Campbell
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Task	Assessment Results	
Theory Exam	☐ Satisfactory	☐ Not Yet Satisfactory
Practical Assessment	☐ Satisfactory	☐ Not Yet Satisfactory
Outcome for Unit of Competency	☐ Competent	☐ Not Yet Competent

Assessor Name	
Assessor Signature	
Unit Competence Determination Date	Click here to enter a date.

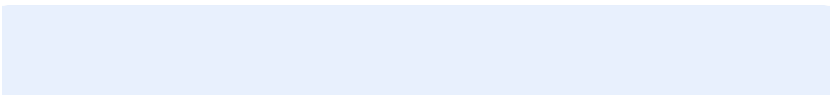
BSBOHS201A

PARTICIPATE IN OHS PROCESSES

THEORY EXAM INSTRUCTIONS

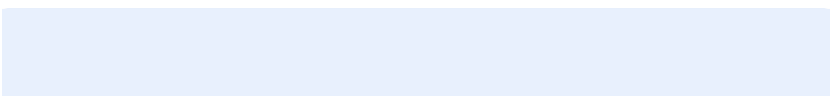
- This exam will occur under standard assessment conditions.
 - An oral examination may be allowed under certain circumstances, whereby the Participant's answers will be documented by a party other than the Participant. This must be acknowledged in writing (e.g. FT001 and Assessor Comments)
- Participants must provide enough detail in their responses to demonstrate their knowledge and skills.
- Please fill in the details below, providing your name, signature and date of assessment.
 - Your signature acknowledges that this is your own work.
- Assessors are to complete marking in pen of a different colour to the Participant.
- If a Participant initially answers a question incorrectly but modifies their response, they must follow the instructions below:
 - If a Participant changes their response in writing, they must put their initials next to the written change.
 - If a Participant changes their response verbally, this must be noted on the exam paper by the assessor.

Participant name Rebecca Campbell

Participant signature 

Date Click here to enter a date.

Assessor name _____

Assessor signature 

Date Click here to enter a date.

Number of questions	Number of questions answered correctly	Task outcome (Tick)	
		Satisfactory	Not Yet Satisfactory
24		☐	☐

ASSESSOR COMMENTS

Q1. Match the terms and definitions by writing the appropriate letter next to each number in the centre column.

Answer	Terms	Answers	Definition	
	1 PRA	1 - F	A Outline the requirements of the work to be undertaken.	
	2 JSA	2 - E	B Outline what to do in the event of fires and other accidents	
	3 Plans and specifications	3 - A	C Contains important information about hazardous materials or chemicals.	
	4 Manufacturer specifications	4 - D	D Outlines how tools and equipment should be used (e.g. lubricant levels, maintenance requirements).	
	5 SDS	5 - C	E Identifies hazards and potential hazards that may be encountered while working.	
	6 Emergency procedures	6 - B	F A personal assessment of risk	

Q2. For each of the hazards identified below, describe the injuries/damage they may cause (i.e. to fellow workers, other people and/or animals) and suggest a suitable control measure.

Answer	Hazard	Injuries or damage	Control measure	
	Hazardous chemical	Chemical burns, skin rashes, damage to respiratory system	Wear protective clothing, gloves and respiratory gear	
	Noise	Hearing damage, tiredness, headaches	Ear plugs and limit time around the noise	
	Manual handling	Sprains and strains	Lift and carry correctly	

Q3. Who should you speak to if you find problems (e.g. hazards, accidents and emergencies)?

Answer ☐

Q4. What action should be taken if plant, tools and/or equipment are found to be defective? Tick your response.

Choice	Possible Answers
☐	Report, Record
☐	Stop, Report, Record
☒	Stop, Tag, Report, Record
☐	Stop, Fix, Report, Record

Q5. Which legislation relates to safety in the workplace? Tick your response.

Choice	Possible Answers
☐	<i>Occupational Health and Safety Act 2015</i>
☒	<i>Work Health and Safety Act 2011</i>
☐	<i>Safety Act 1900</i>
☐	<i>Safety and Health Act 2011</i>

Q6. True or False (Tick your response): Employers are required by legislation to implement safety measures which are reasonably practicable.

☒	True
☐	False

Q7. True or False (Tick your response): Workers are required by legislation to follow reasonable employer directives (e.g. to undertake first aid and/or fire safety training).

☒	True
☐	False

Q8. The following symbols appear under the heading 'Required PPE' on an SDS. What do the symbols represent?

Answer

Symbol	Meaning
	Protective Overalls
	Gloves
	Goggles
	Breathing Apparatus

☐

Q9. Describe the meaning and use of the signs displayed below.

Answer

Sign	Meaning
	Shows where the First Aid Kit is located
	No unauthorised people allowed to enter
	Shows where the Fire Extinguisher is located

☐

Refer to the Risk Matrix below when responding to Q10. to Q12.

Matrix	A: Death or permanent disability	B: Serious injury	C: Lost time injury	D: Casualty Treatment	E: First Aid
1: Very Likely	E	E	H	H	M
2: Likely	E	H	H	M	M
3: Possible	H	H	M	M	L
4: Unlikely	H	M	M	L	L
5: Very Unlikely	M	M	L	L	L

E: Extreme	H: High	M: Medium	L: Low
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Q10. Which rating is designated for the highest risk and which rating is used for the lowest risk?

Answer Highest Risk: Extreme

☐

Lowest Risk: Low

Q11. What is the risk rating for the following circumstances: An event which is possible and would require low-level hospital treatment.

Answer Medium

☐

Q12. What are the factors that would lead to a risk rating of E: Extreme?

Answer Likely or very likely to occur and result in serious injury or death or permanent injury

☐

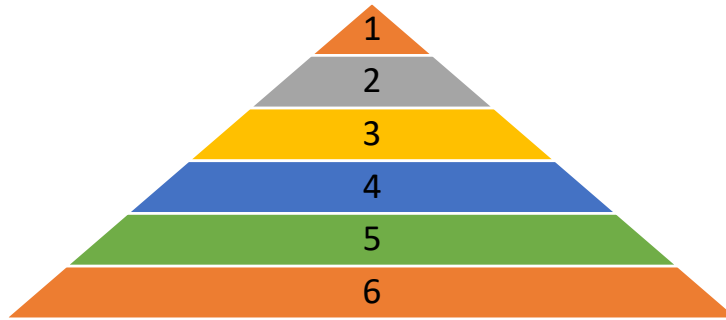
Q13. When should safety checks be undertaken on machinery and equipment? Tick your response.

Answer

Choice	Possible Answers
☐	Before operation
☐	After operation
☒	Both before and after operation

☐

Q14. Order the elements of the hierarchy of control, from 1 to 6 (i.e. most effective to least effective).



Answer

Label (1 – 6)	Element
3	Isolate the hazard
6	Provide and use Personal Protective Equipment (PPE)
1	Eliminate the hazard
4	Control the hazard by engineering means
5	Control the hazard by administrative means
2	Substitute the hazard

☐

Q15. Why is elimination the best method of hazard control and PPE considered the least effective?

Answer

By eliminating the hazard it means it can't happen therefore the risk is zero. PPE is only giving you protective clothing/gear and relies on the person to reduce the risk

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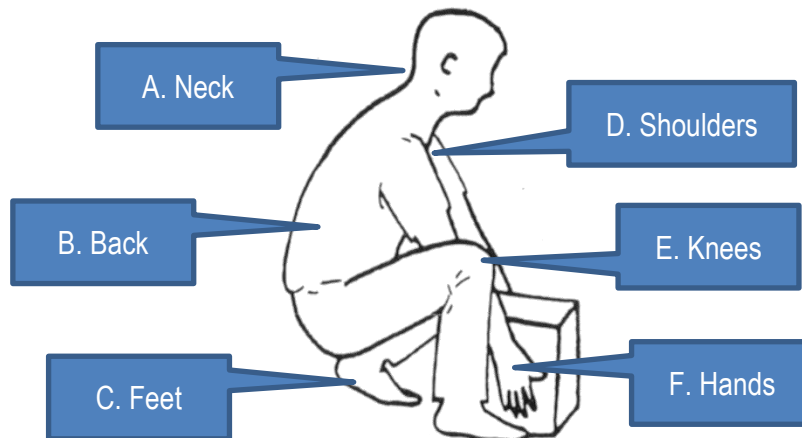
Q16. If you were to replace a flammable solvent with a water-based solvent, what category of control measure would that be under the hierarchy of control?

Answer

Substitute the Hazard

☐

- Q17. In the diagram below a person is lifting a tool box.**
Filling in the table, indicate how each body part should be used/placed.



Answer ☐

Area of body (Letter)	How it should be placed
D	Level
A	Upright
F	Good grip
B	Natural curve
E	Bent
C	Flat, facing load

- Q18. In a medical emergency, what is the first step in the DRSABCD action plan that you need to follow?**

Answer ☐

Danger – check the danger around you

- Q19. In the event of a fire emergency, what should you do?**
Fill in the table below to explain the acronym R.A.C.E.

Answer ☐

Letter	Meaning
R	Remove everyone from danger
A	Alert everyone of the emergency
C	Confine the smoke and fire
E	Evacuate to the emergency area

Q20. What should you do as part of the clean up process? Tick all that apply.

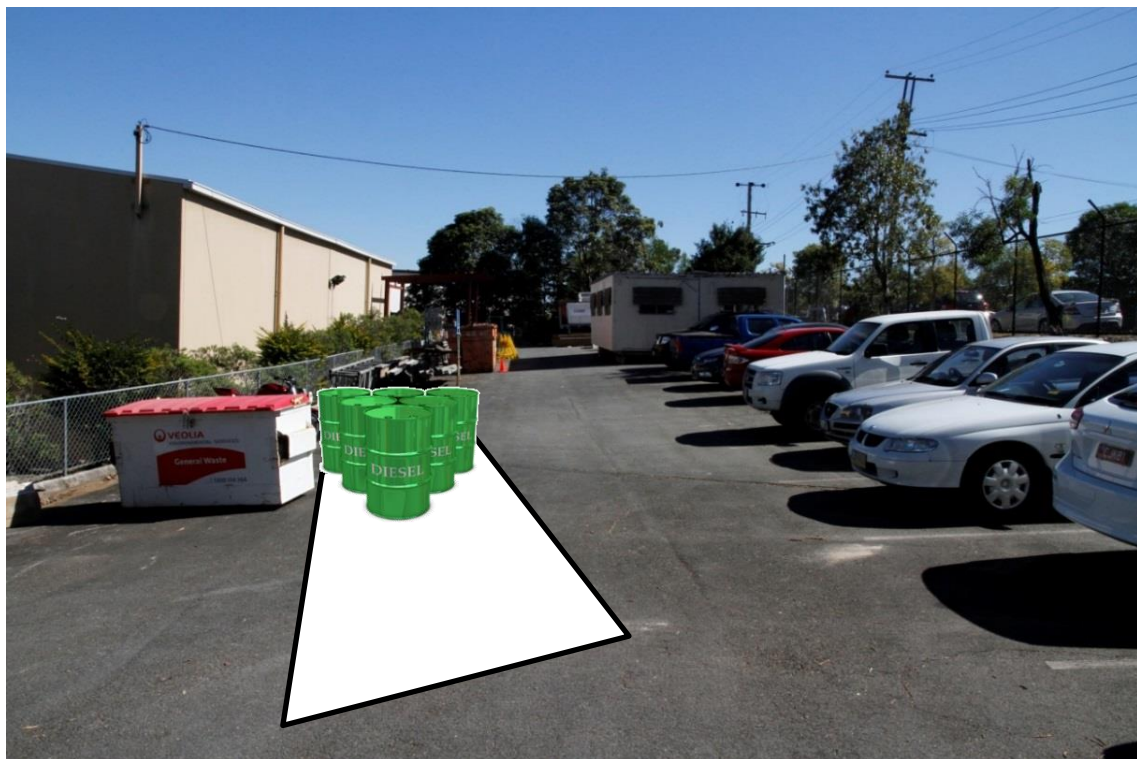
Answer	Choice	Possible Answers	☐
	☐	Store all plant, tools and equipment without cleaning	
	☒	Maintain plant, tools and equipment	
	☒	Dispose of materials that cannot be reused or recycled	
	☒	Report faults in logbook and/or site records	
	☒	Clean all plant, tools and equipment before storage	

Q21. Read the scenario below and complete the Hazard Report Form.

SCENARIO

Today at 10:45am a delivery truck reversed into a car park (located at 54 Standish Street, Salisbury) to deliver gardening materials. There was nobody in the car park to guide the driver and he backed into a number of drums of diesel located to the left of the photograph (below). One drum was pierced and its contents erupted from the container.

The marked area on the photo represents the diesel spill, measuring 3m x 4m.



HAZARD REPORT FORM

GENERAL				
Date	24 th October 2020 10.45am			
Submitted by	Rebecca Campbell			
HAZARD DETAILS				
Location	54 Standish Street, Salisbury			
Description of issue	Truck reversed into the carpark and pierced a diesel drum causing diesel to leak onto the ground			
Risk class	☐ Extreme	☒ High	☐ Medium	☐ Low
CONTROL MEASURES				
Corrective action required	A couple of options are available. 1. drums can be moved and stored elsewhere, 2. the gate can be locked with a sign to phone the office upon arrival and a staff member will come out and direct the driver			
Person to action	WHS Office, Manger or Supervisor	When	☒ Immediately ☐ Within 24 hours ☐ Within 7 days	

Answer



Q22. Who would you submit a hazard report form to?

Answer Supervisor, manager or WHS Officer

☐

Q23. Who would approve proposed risk controls and organise the required resources for implementation of the risk control?

Answer Supervisor, manager or WHS Officer

☐

Q24. Identify one (1) way you can assess if risk controls have been effective.

Answer Ask staff to provide feedback

☐