CPCCBC4002A
MANAGE OCCUPATIONAL HEALTH AND SAFETY IN THE BUILDING AND CONSTRUCTION WORKPLACE

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. [illegible] 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.

ANSWERS

Participant name ____________________

Participant signature ____________________

Date ____________________

Assessor name ____________________

Assessor signature ____________________

Date ____________________

Number of questions	Number of questions answered correctly	Task outcome (Tick)	
		Satisfactory	Not Yet Satisfactory
28		☐	☐

Assessor Comments:

Q1. **For each of the common building and construction jobs listed below, identify one (1) hazard specific to that job.**

Answer

Job	Risks
Construction equipment use (e.g. power tools, concrete mixers)	Assessor's discretion
High risk construction equipment use (e.g. lasers, EPT)	Assessor's discretion
Crane use	Assessor's discretion
Demolition	Assessor's discretion
Formwork	Assessor's discretion
Scaffolding use	Assessor's discretion
Work at heights	Assessor's discretion
Welding	Assessor's discretion

❑

Q2. **Using the risk table below, determine the level of risk for each of the hazards identified in Q1. Identify how each risk level was determined, by identifying the likelihood and consequences of each hazard.**

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

Answer

Job	Level of risk
Construction equipment use (e.g. power tools, concrete mixers)	Assessor's discretion
High risk construction equipment use (e.g. lasers, EPT)	Assessor's discretion
Crane use	Assessor's discretion
Demolition	Assessor's discretion
Formwork	Assessor's discretion
Scaffolding use	Assessor's discretion
Work at heights	Assessor's discretion
Welding	Assessor's discretion

❑

Q3. **Identify an appropriate control measure for each of the hazards identified in Q1.**

Answer

Job	Control measure
Construction equipment use (e.g. power tools, concrete mixers)	Assessor's discretion
High risk construction equipment use (e.g. lasers, EPT)	Assessor's discretion
Crane use	Assessor's discretion
Demolition	Assessor's discretion
Formwork	Assessor's discretion
Scaffolding use	Assessor's discretion
Work at heights	Assessor's discretion
Welding	Assessor's discretion

❑

Q4. **True or False (Tick your response): Risk control options can come from both internal sources (e.g. policies and procedures) and external sources (e.g. codes and standards).**

Answer

✓	True
	False

❑

Q5. **Name two (2) workplace personnel you may speak to for safety advice.**

Answer May include Work Health and Safety Officer (WHSO), Health and Safety Representative (HSR); Health and Safety Committee (HSC). ❑

Q6. **Referring to the WHS Regulations, explain how the following documents contribute towards identifying hazards and risks in the workplace.**

Answer ❑

Document	Description
Safe Work Method Statements	Assessor's discretion. For example: A Safe Work Method Statement (SWMS) is a document that outlines the high risk construction work activities to be carried out at a workplace, the hazards that may arise from these activities, and the measures to put in place to control the risks. Refer to Part 6.3, Division 2 of the *Work Health and Safety Regulations 2011* (Qld)
Site Safety Plan / WHS Management Plan	Assessor's discretion. For example: These plans establish and maintain effective WHS management systems. These plans outline the those involved with WHS on a project, arrangements in place regarding compliance under legislation, management of incidents, how all persons at the workplace are informed of site-specific rules and the collection/assessment/monitoring/review of SWMS at the workplace. Refer to Part 6.4, Division 2 of the *Work Health and Safety Regulations 2011* (Qld)

Q7. **Identify two (2) advisory standards you might refer to safely undertake building and construction work and briefly summarise their requirements.**

Answer

Standard name	Requirements
Assessor's discretion	May reference: Asbestos Advisory Standards; Concrete Pumping Supplement; Construction Workplace Advisory Standard; Demolition Advisory Standard; Excavation Advisory Standard; Falling Objects Advisory Standard; Falls from Heights Advisory Standard; Formwork Advisory Standard; Manual Handling in the Building Industry Advisory Standard; Noise Advisory Standard; Plant Advisory Standard; Scaffolding Advisory Standard; Steel Construction Advisory Standard; Work on Roofs Advisory Standard
Assessor's discretion	May reference: Asbestos Advisory Standards; Concrete Pumping Supplement; Construction Workplace Advisory Standard; Demolition Advisory Standard; Excavation Advisory Standard; Falling Objects Advisory Standard; Falls from Heights Advisory Standard; Formwork Advisory Standard; Manual Handling in the Building Industry Advisory Standard; Noise Advisory Standard; Plant Advisory Standard; Scaffolding Advisory Standard; Steel Construction Advisory Standard; Work on Roofs Advisory Standard

❑

Building and construction industry contracts require building legislation and the National Construction Code to be observed. Refer to these documents when responding to Q8. to Q10.

Q8. **Identify the requirements in the National Construction Code Volume 1 with regards to air pressurisation for fire-isolated exits. Identify the relevant section of the Code and the Australian Standard referenced.**

Answer

Code section(s)	Requirements and Standards
NCC Volume 1, Part E2	A fire-isolated stairway, included any associated fire-isolated passageway or fire-isolated ramp must be provided with an automatic air pressurisation system for fire-isolated exits in accordance with AS/NSZ 1668.1

❑

Q9. **Identify the requirements in the National Construction Code Volume 2 with regards to smoke alarms. Identify the relevant section of the Code and the Australian Standard referenced.**

Answer

Code section(s)	Requirements and Standards
NCC Volume 2, 3.7.5.2	Smoke alarms must be located in Class 1a buildings in accordance with 3.7.5.3 and 3.7.5.5; and Class 1b buildings in accordance with 3.7.5.4 and 3.7.5.5 and comply with AS3786

❑

Q10. **Name the building legislation (Act and Regulations) that apply within your jurisdiction.**

Answer

Assessor's discretion. For example, in Queensland: *Building Act 1975 and Building Regulation 2006*

❑

Q11. **Which of the following should be considered when developing a risk control plan? Tick all that apply.**

Answer

Choice	Possible Answers
✓	How and when controls will be implemented
✓	Evaluation processes for implemented controls
✓	Consultation with individuals and parties
✓	Responsibilities for implementation

❑

Q12. **True or False (Tick your response): If control measures do not adequately control risks, they must be revised.**

Answer

✓	True
	False

❑

Q13. **Which of the following are appropriate techniques, tools and processes for identifying hazards and risks? Tick all that apply.**

Answer

Choice	Possible Answers
✓	Workplace inspections
✓	Compensation claim information
✓	Safe Work Method Statements
✓	Information issued by WHS regulators

❑

Q14. **Which of the following can be used to assist with workplace inspections? Tick all that apply.**

Answer

Choice	Possible Answers
✓	Hazard and risk checklists
✓	Job Safety Analysis (JSA)
✓	Manifests and registers
✓	Surveys
✓	Workplace walk-through

❑

Q15. **Which of the following are limitations of using a generic hazard/risk assessment checklist? Tick all that apply.**

Answer

Choice	Possible Answers
✓	Specifics of the workplace are not considered
✓	Not all checklist points will be applicable
	Such checklists/processes must be completed on a computer
	You always have to purchase these checklists

❑

Q16. **Identify the applicable WHS Act in your jurisdiction. Identify its requirements for PCBUs with regards to identifying hazards and risks.**

Answer

Act name and section(s)	Requirements
Assessor's discretion. For example, Work Health and Safety Act 2011 (Qld) Section 19(3)(g)	A PCBU must ensure, so far as is reasonably practicable, that the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness and injury of workers arising from the conduct of the business or undertaking.

❑

Q17. **Identify the applicable WHS Regulation in your jurisdiction. Identify its requirements for PCBUs with regards to identifying hazards and risks.**

Answer

Regulation name and section(s)	Requirements
Assessor's discretion. For example, Work Health and Safety Regulation 2011 (Qld) Section 34	A PCBU (as a duty holder) must identify reasonably foreseeable hazards that could give rise to risks to health and safety.

❑

Q18. **Identify a relevant policy in your organisation with regards to identifying hazards and risks and briefly describe its requirements.**

Answer

Policy name	Requirements
Assessor's discretion.	Assessor's discretion.

❑

Q19. **Identify the statutory requirements in your jurisdiction with regards to the completion of inspection reports.**

Answer

Legislation name and section(s)	Requirements
Assessor's discretion. For example, Work Health and Safety Act 2011 (Qld) Sections 103E and 103F	A WHSO must prepare a report for an assessment carried out under Section 103D (i.e. 12 month assessment). The PCBU must keep an assessment report for at least 5 years.

❑

Q20. **Which of the following individuals and parties may require information about workplace hazards and proposed risk controls?**
Tick all that apply.

Answer

Choice	Possible Answers
✓	Health and Safety Committees
✓	PCBU
	All members of the public
✓	Workers

❑

Q21. **Identify the requirements in the Code of Practice with regards to consulting parties when managing risks.**

Answer

Legislation name and section(s)	Requirements
Assessor's discretion. For example, Work health and safety consultation, co-operation and co-ordination Code of Practice 2011 (Qld) Section 2.1	In deciding how to control risks, you must consult with your workers who will be affected by this decision, either directly or through their health and safety representative. Their experience may help you identify hazards and choose practical and effective control measures. Workers and their health and safety representatives may need access to information such as technical guidance about workplace hazards and risks (plant, equipment and substances).

❑

Q22. **Identify the requirements in the Code of Practice with regards to consulting parties when developing procedures for communicating WHS policy and practice requirements.**

Answer ❑

Legislation name and section(s)	Requirements
Assessor's discretion. For example, Work health and safety consultation, co-operation and co-ordination Code of Practice 2011 (Qld) Section 2.4	You must consult with affected workers when developing procedures for providing information. Procedures should be in writing to provide clarity and certainty at the workplace and assist in demonstrating compliance. They should clearly set out the role of health and safety representatives, and any other parties involved in the activity. The procedures should be easily accessible, for example by placing them on noticeboards and intranet sites.

Q23. **Name three (3) parties who should consult to determine effective strategies for communicating WHS policy and practice.**

Answer ❑

May include Management; Health and Safety Representative (HSR); Designated work groups; Health and Safety Committee (HSC).

Q24. **Name two (2) communication strategies that may be used in the building and construction industry.**

Answer ❑

May include: Issued site specific instructions and signage; Verbal communications; Written communications, including memos and emails

Q25. **Name two (2) education programs that may be implemented in the building and construction industry.**

Answer ❑

May include: General and site-specific induction training; Other forms of specialist and targeted training

Q26. **Fill in the blanks for the statement below:**

The 'How to manage work health and safety risks Code of Practice 2011' identifies that control measures are more effective when

training **is provided and when workers are**

consulted.

Answer ❑

Q27. **Explain why it is important to review the effectiveness of communications and educational programs.**

Answer ❑

Assessor's discretion. May include: Should communications and/or training have taken place, yet WHS hazards/risks are unaffected, then they must be reviewed.

Q28. **List three (3) methods for reviewing the effectiveness of communication and educational programs.**

Answer ❑

Assessor's discretion. May include: Evaluating training programs for effectiveness; Ensuring employees have an adequate understanding; Reviewing training materials for accuracy of content, currency and suitability; Conducting post-training surveys; Conducting regular reviews of training needs