

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	Charmaine Cagungan
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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 Charmaine Cagungun

Participant signature 

Date 23/10/2020

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		A	Outline the requirements of the work to be undertaken.	
	2	JSA		B	Outline what to do in the event of fires and other accidents	
	3	Plans and specifications		C	Contains important information about hazardous materials or chemicals.	
	4	Manufacturer specifications		D	Outlines how tools and equipment should be used (e.g. lubricant levels, maintenance requirements).	
	5	SDS		E	Identifies hazards and potential hazards that may be encountered while working.	
	6	Emergency procedures		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	Respiratory damage, skin rashes & chemical burns	1. Eliminate hazardous chemical, if possible 2. If cannot eliminate, replace with least hazardous substitute 3. Use PPE -gloves, respirator/mask, goggles	
	Noise	Hearing Damage, Headaches, Fatigue	1. Control Hazard by Engineering means/modifications to minimise noise, if possible. 2. Use ear plugs	
	Manual handling	Strains & Sprains	When lifting – 1. Ensure that neck is upright 2. Back is natural curve 3. Feet flat, facing load 4. Shoulders level 5. Knees bent, and 6 Hand have good grip of load	

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

Answer Supervisor / Site/Project Manager / Health & Safety Representative

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

Answer	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.

Answer	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.

Answer	☒	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).

Answer	☒	True	☐
	☐	False	

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

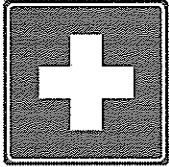
Answer

Symbol	Meaning
	Full Protection Suit
	Wear gloves
	Wear protective goggles
	Wear respirator



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

Answer

Sign	Meaning
	First Aid Kit – sign shows that the first aid kit is located where this sign is posted
	Warning sign that warns off unauthorised persons from entering area where this sign is posted
	Fire Fighting facilities – sign shows that fire fighting facilities are located where this sign is posted



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: E

☐

Lowest Risk: L

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

Answer M

☐

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

Answer An event that is likely to happen causing death or permanent disability or an event very likely to happen causing serious injury/permanent disability/death..

☐

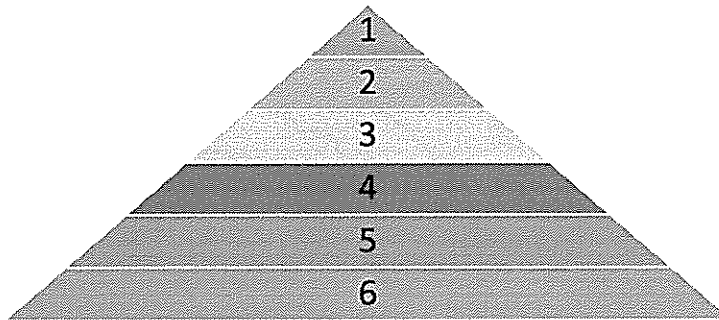
Q13. When should safety checks be undertaken on machinery and equipment? Tick your response.

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

Elimination is the best method of hazard control because it is totally removing the hazard from the workplace. The use of PPE is considered least effective because the hazard is still present however the use of PPE would somehow reduce the risk of injury from the hazard.

☐

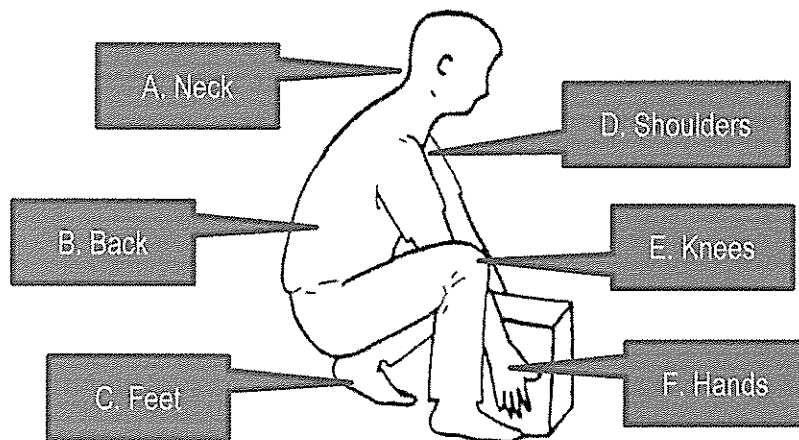
Q16. If you were to replace a flammable solvent with a water-based solvent, what category of control measure would that be under the hierarchy of control?

Answer

2 – 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 ☐

Check the danger

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 people from immediate danger
A	Alert people of emergency
C	Confine fire & smoke
E	Evacuate to the assembly area

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

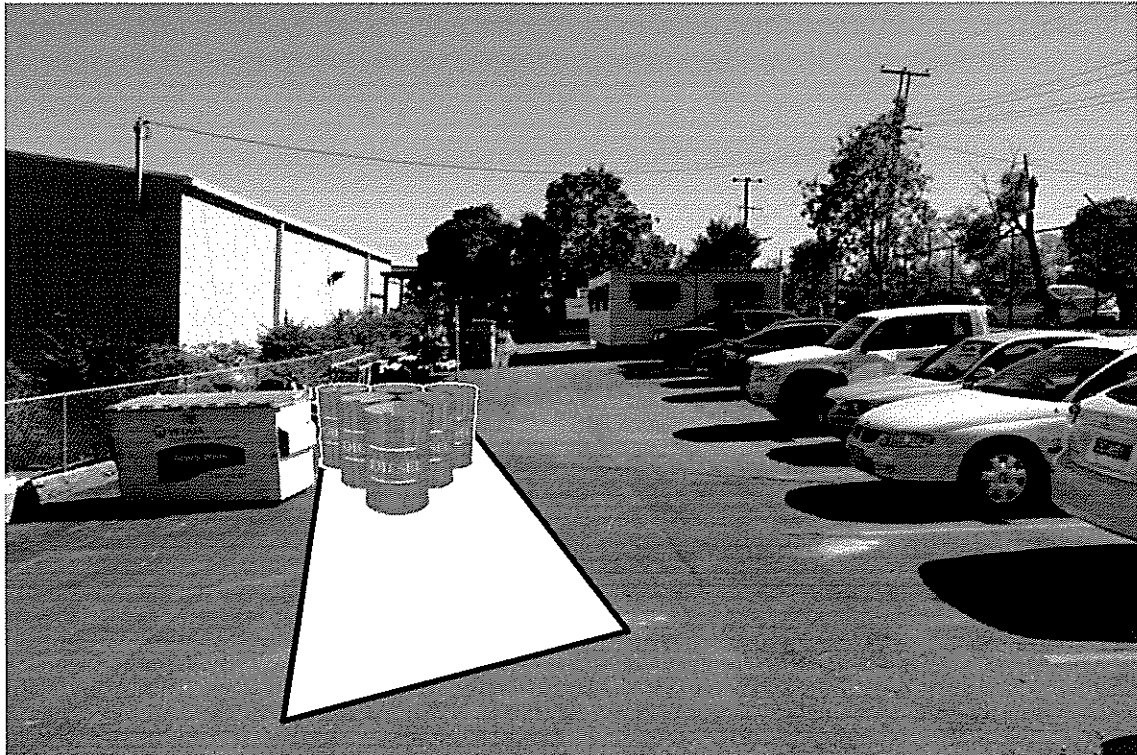
Answer	Choice	Possible Answers
	☐	Store all plant, tools and equipment without cleaning
	☒	Maintain plant, tools and equipment
	☒	Dispose of materials that cannot be reused or recycled
	☒	Report faults in logbook and/or site records
	☒	Clean all plant, tools and equipment before storage

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	Friday, 23 October 2020			
Submitted by	Charmaine Cagungun			
HAZARD DETAILS				
Location	Car Park - 54 Standish Street, Salisbury			
Description of issue	At 10.45 am, a delivery truck reversed into a car park 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. One drum was pierced and its contents erupted from the container causing a diesel spill measuring 3m x 4m			
Risk class	☒ Extreme	☐ High	☐ Medium	☐ Low
CONTROL MEASURES				
Corrective action required	1. Put on PPE – goggles, gloves, safety boots 2. Isolate the area by barricading spill area and putting up a sign "Danger Spilled Chemicals – No Smoking or Open Flames" and/or barricade tape e.g. "Caution – chemical spill" 3. Get spill kit 4. Protect nearby area – put a spill sock around spill so it won't spread further. 5. Pour absorbent – follow instructions in spill kit 6. Follow clean-up procedure indicated in the spill kit instructions 7. Moving forward, look for another place appropriate to store diesel drums to avoid reoccurrence of this incident.			
Person to action	Supervisor / Site or Project Manager / Health & Safety Representative	When	☒ Immediately ☐ Within 24 hours ☐ Within 7 days	

Answer



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

Answer Supervisor, Site/Project Manager or Health & Safety Representative

☐

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

Answer Supervisor, Site/Project Manager or Health & Safety Representative

☐

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

Answer By gathering formal reviews from employees/workers

☐

