Managing Safely – Assessment 1

Total Marks 53

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Training provider	DOGA HSE		

1. Insert in the space provided the most appropriate option from the **three** listed below:

financial	moral	legal

Reducing the likelihood of fines and personal injury claims are Financial reasons to manage safely. 1

2. Think about a manager's responsibilities and accountabilities for safety in the workplace. Which statement is correct? (Select **one** answer only from the following.)

a) a manager is not accountable for assessing and managing the risks the employee is exposed to	
b) a manager can delegate responsibility but cannot give away their accountability	✓
c) a manager is not responsible for making decisions about local safety practice	
d) a manager can delegate accountability but cannot give away their responsibility	

1

3. What is meant by the term hazard? (Select **one** answer only from the following.)

a) anything that could cause offence	
b) the chance that something will happen	
c) anything that has the potential to cause harm	✓
d) the outcome of an accident	

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4. Insert in the space provided the most appropriate option from the **three** listed below.

people	anything	failure

A risk assessment is a careful examination of anything in the work environment that could cause injury or ill health.

1

5. Think about the definitions of the terms likelihood and consequence. Which **two** of the following are **true**? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) consequence is a measure of uncertainty about the hazardous event	
b) likelihood is the chance that a hazardous event will occur	✔
c) consequence is the outcome of the hazardous event	✔
d) likelihood is the expected level of harm from the hazardous event	

2

6. Think about the first three steps to risk assessment. Which statement is correct? (Select **one** answer only from the following.)

a) estimate the risk, review your findings, evaluate the risk	✔
b) identify the hazards, record your findings, review your findings	
c) identify the hazards, estimate the risk, evaluate the risk	✔
d) evaluate the risk, review your findings, record your findings	

2

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7. Think about what a risk assessment enables you to do. Which **two** of the following are **true**? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) meet your legal requirements	✓
b) get information needed for insurance claims	
c) gather information about accidents and ill health	
d) demonstrate good business practice and improve business performance	✓

2

8. List **two** of the four considerations when reducing risk so far as is reasonably practicable:

Cost
Time

2

9. Insert in the space provided the most appropriate option from the **three** listed below:

foreseeable	residual	manageable

The level of risk that is left after control measures have been introduced is called residual risk.

1

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10. List **three** of the five controls from the hierarchy of risk control:

Eliminate hazard
Reduce hazard
using PPE

3

11. Think about the term 'reasonably foreseeable' risk. Which **one** of the following is **true**? (Put a ✔ opposite the **one** statement you think is **correct**.)

a) it means that employers are responsible for every possible risk in the workplace	
b) employers are always responsible for risks that are not reasonably foreseeable	
c) it is a risk that a reasonable person could predict	✔
d) it is a risk that no-one would ever be able to predict	

1

12. Insert in the spaces provided the most appropriate option from the **five** listed below:

scientific	managerial	public	industry	expert

The three knowledge tests to apply to determine reasonably foreseeable risk are common knowledge, industry knowledge and expert knowledge.

2

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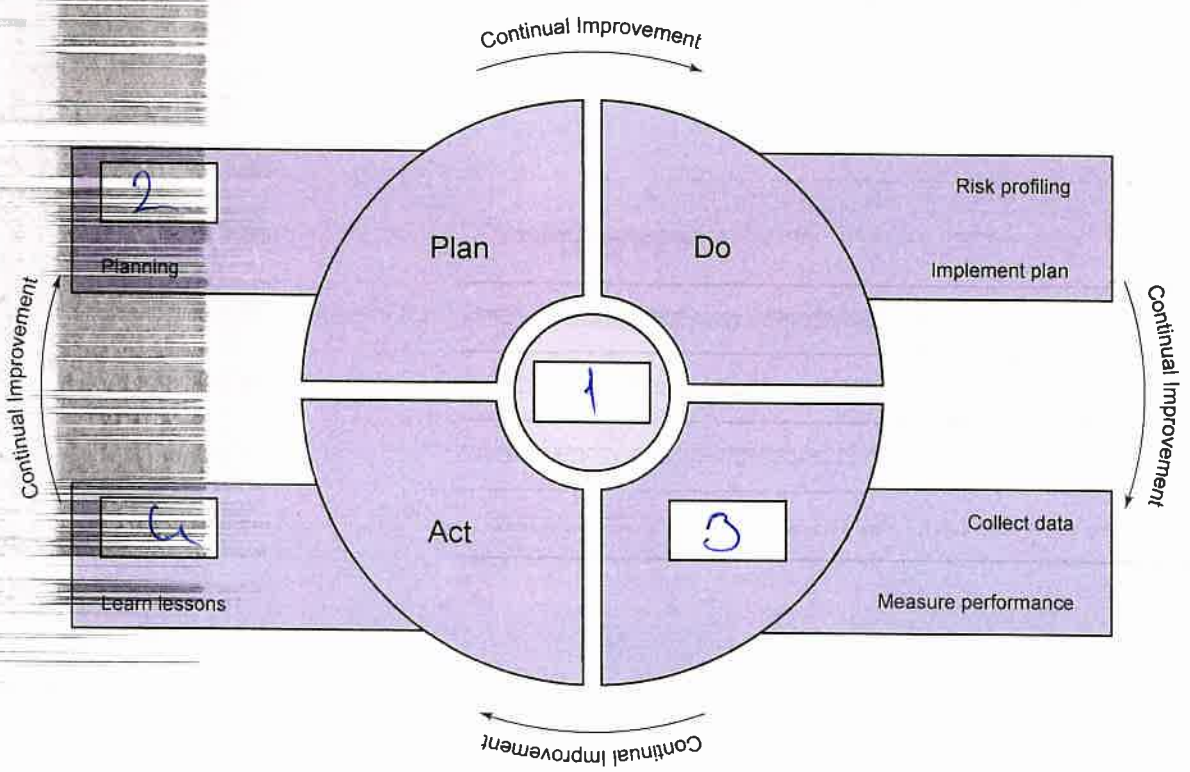
13. Think about the consequences of not working within the law. Put a ✔ opposite the possible outcomes that you think are **correct**. (Select **two** answers only from the following.)

a) paying worker compensation	✓
b) being audited	
c) imprisonment	✓
d) no action taken on a first offence	

2

14. Look at the incomplete diagram of the health and safety management system (shown below). Insert into each of the **four** spaces the **number** of the most appropriate label from the **four** listed.

1. leadership	2. policy	3. check	4. review performance



4

6

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15. Insert in the space provided the most appropriate option from the **three** listed below.

Leadership	Planning	Reviewing

leadership is an essential part of a health and safety management system because attitudes to safety and health are determined by top management.

1

16. Think about the key benefits for you and your organisation of introducing a health and safety management system. Which **two** of the following are **true**? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) it enables improved management of health and safety risks	✔
b) it avoids the legal requirement for a written health and safety policy	
c) it provides the business with a competitive edge	✔
d) it removes the necessity for external inspections and audits	

2

17. Hazards generally fall into six broad groups. Give **two** examples below:

Physical
Mechanical

2

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18. Think about stress in the workplace. Which **two** of the following are **true**? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) tiredness is a physiological effect of stress	✔
b) stress can be caused by not having enough work to do	✔
c) an emotional effect of stress is aching neck and shoulder muscles	
d) a work factor that can create stress is financial worries	

2

19. Which **two** of the following are **true**? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) footwear needs to be suitable for the work environment and can play a key part in preventing slips and trips	✔
b) hazardous substances are the most common cause of injuries at work	
c) guarding offers a viable solution for mechanical hazards	✔
d) the main type of harm from electricity is electrical burns	

2

20. Insert in the spaces provided the most appropriate option from the **four** listed below.

incident	accident	event	condition

An accident can be described as an undesired incident that has caused or could have caused damage, death, injury or ill health.

0

21. Insert in the space provided the most appropriate option from the **three** listed below:

event	accident	occurrence

An accident can be described as an incident which results in injury to someone or damage to property.

1

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22. Insert in the spaces provided the most appropriate option from the **five** listed below:

Root	Obvious	Underlying	Immediate	Effective

immediate causes are unsafe actions or lack of action and unsafe conditions.

underlying causes are factors that allow the unsafe actions and conditions to happen.

Root causes are factors that may cause conditions that could result in an undesirable event.

3

23. Which of the following are reasons to investigate incidents? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) to improve workers' morale	✔
b) to prevent business losses from disruption, down-time and lost business	✔
c) to find out the cost of an accident	
d) to identify the cause of the incident to stop it happening again	

0

24. Which of the following are characteristics of a good performance indicator? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) they should be objective and easy to measure	✔
b) they should be relevant to any organisation or group	
c) they should include information from other organisations	
d) they should be cost-effective in terms of the effort needed to gather the information	✔

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25. Number the **six** actions listed below in the order they should be carried out following an accident:

assemble the investigation team	4
report the accident	3
handle external relations	5
investigate using a structured approach	6
preserve the scene of the accident	2
make sure the injured person is looked after	1

4

26. When an incident occurs, which of the following **two** statements are true? (Put a ✔ opposite the **two** statements you think are **correct**.)

a) you must always inform the enforcing authority	
b) make sure the family of any injured person is notified	✔
c) if any property has been damaged, make sure to advise the owner	✔
d) assemble the investigation team, in order to report the incident	

2

27. Think about the three essential principles for good safety and health performance. Match each of the following statements with the principle it describes. (Put a ✔ in the **correct** column opposite each statement.)

	Strong and active leadership	**Worker involvement**	**Assessment and review**
Integration of good safety and health management systems with business decisions	✔		
Effective 'upward' communication		✔	
Accessing and following competent advice			✔

3

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28. Insert in the space provided the most appropriate option from the **three** listed below:

Effective	Proactive	Reactive

Reactive indicators give us information about the current situation that might impact on future performance.

0

29. Insert in the spaces provided the most appropriate option from the **five** listed below:

Evidence	Policy	Investigating	Auditing	Measures

Auditing aims to find objective investigating for whether the current way of managing health and safety meets the organisation's health and safety ~~Auditing~~ policy.

2

30. Insert in the spaces provided the most appropriate option from the **four** listed below:

Effective	Internal	Compulsory	External

Internal auditing is performed by staff within the organisation in order to evaluate the effectiveness of the current system.

External auditing is undertaken by a third party to provide an independent view, usually for the interests of other stakeholders.

2

4