

Learning Outcomes and Assessment Criteria

Unit 1 Principles of Health and Safety Management

Learning outcomes (the learner will....)	Assessment criteria (the learner can....)
1. Know how international agencies and standards influence health and safety at work	1.1 Outline the roles and functions of key international occupational health and safety bodies
2. Understand how to organise health and safety in the workplace	2.1 Outline the responsibilities of employers, directors, managers and staff in relation to health and safety in the workplace 2.2 Outline the importance of effective communication in relation to health and safety in the workplace 2.3 Outline sources of health and safety information available to employers
3. Understand how to develop a positive health and safety culture in the workplace	3.1 Describe how a health and safety culture can be measured 3.2 Describe ways of improving a health and safety culture 3.3 Describe the benefits of a positive health and safety culture 3.4 Describe the barriers to a positive health and safety culture
4. Understand the principles of accident prevention in the workplace	4.1 Explain the differences between accidents, incidents and near misses 4.2 Explain the causes of accidents/incidents at work 4.3 Explain the costs associated with accidents/incidents at work 4.4 Explain the need to prevent accidents/incidents at work
5. Understand the importance of effective occupational health provision for organisations and people	5.1 Outline the causes and effects of ill-health in the workplace 5.2 Describe measures to prevent ill-health related to activities in the workplace 5.3 Explain the benefits and costs of effective occupational health provision for employers and employees 5.4 Outline the effects and costs of inadequate occupational health provision for employers and employees
6. Know the main features of a health and safety management system	6.1 Outline the main features of a health and safety management system 6.2 Explain the purpose of and requirements for a health and safety policy 6.3 Explain the purpose of and procedures for health and safety audit and review 6.4 Describe how to measure, audit and review health and safety performance in the workplace
7. Understand the principles of workplace risk assessment	7.1 Describe the main stages of a suitable and sufficient risk assessment 7.2 Describe a range of methods for gathering information for a risk assessment 7.3 Outline a hierarchical approach to managing risks in the workplace 7.4 Outline the requirements for carrying out and reviewing workplace risk assessments 7.5 Outline when specific risk assessments are required

Unit 2 Controlling Hazards in the Workplace

Learning outcomes (the learner will....)	Assessment criteria (the learner can....)
1. Understand the principles of fire prevention in the workplace	1.1 Explain the principles of fire 1.2 Describe fire hazards and risks in the workplace 1.3 Describe the main stages of a fire risk assessment 1.4 Explain how to prevent a fire in the workplace 1.5 Explain the arrangements required to protect people and workplaces from fire
2. Understand how to manage emergencies in the workplace	2.1 Identify the situations which require emergency procedures 2.2 Describe the main features of an emergency plan 2.3 Describe how to evaluate the effectiveness of emergency planning and procedures
3. Understand the hazards and risks associated with workplace activities	3.1 Outline the main hazards and risks relating to workplaces and occupational activities 3.2 Describe the risk factors relating to workplaces and occupational activities 3.3 Outline who may be at risk from hazards in the workplace 3.4 Describe the consequences that may result from uncontrolled workplace hazards
4. Understand how to control risks in the workplace	4.1 Describe a general hierarchical approach for preventing and reducing risks 4.2 Describe suitable control measures for specific workplace hazards 4.3 Outline methods for monitoring and reviewing control measures
5. Understand the requirements of reporting and investigating incidents in the workplace	5.1 Explain the need for internal incident reporting and investigation 5.2 Describe the main elements of an incident investigation
6. Understand how to reduce the impact of workplace activities on the environment	6.1 Describe the main risks to the environment from workplace activities 6.2 Describe control measures that can be used to reduce the risks to the environment from workplace activities