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**Overview**

This standard, in the context of your occupation and work environment, is about awareness of relevant current statutory requirements and official guidance; responsibilities, to self and others, relating to workplace health, safety and welfare; personal behaviour and security in the workplace

**Performance criteria**

- You must be able to:
- P1 comply with all workplace health, safety and welfare legislation requirements at all times
  - P2 recognise hazards, associated with the workplace, that have not been previously controlled, and report them in accordance with organisational procedures
  - P3 accept responsibility for, and comply with, organisational policies and procedures in order to contribute to health, safety and welfare
  - P4 comply with and support all organisational security arrangements and approved procedures

**Knowledge and understanding**

**Performance Criteria 1**

**Workplace health, safety and welfare**

You need to know and understand:

- K1 what and why health, safety and welfare legislation is relevant to the occupational area
- K2 what health, safety and welfare legislation **notices and warning signs** are relevant to the occupational area and associated equipment
- K3 how to comply with control measures identified by risk assessments and safe systems of work
- K4 why, when and how **health and safety control equipment** should be used

**Performance Criteria 2**

**Recognition of hazards**

You need to know and understand:

- K5 the **hazards** associated with the work environment
- K6 how changing circumstances can create **hazards**
- K7 the method of **reporting** hazards in the workplace

**Performance Criteria 3**

**Organisational policies and procedures**

You need to know and understand:

- K8 what the organisational **policies and procedures** are for health, safety and welfare
- K9 how to take active **responsibility** for health, safety and welfare
- K10 how individual actions and behaviour may affect others
- K11 what the types of **fire extinguishers** are and how and when they are used

**Performance Criteria 4**

**Security arrangements**

You need to know and understand:

- K12 how **security** arrangements are implemented in the workplace

**Additional Information**

**Scope/range related to performance criteria**

**Performance Criteria 1**

- 1 avoidance of risk by complying with given information relating to the following
  - 1.1 induction
  - 1.2 briefings
  - 1.3 application of prior training (safe use of health and safety control equipment)
- 2 adherence to statutory requirements and/or safety notices and warning signs displayed in the workplace or on equipment

**Performance Criteria 2**

- 3 hazards created by changing circumstances in the workplace are reported

**Performance Criteria 3**

- 4 show personal behaviour which demonstrates active responsibility for general workplace health, safety and welfare
- 5 comply with organisational policies and procedures relating to the following
  - 5.1 consideration of others
  - 5.2 interpretation of given instructions to maintain safe systems of work
  - 5.3 contributing to discussions (offer and provide feedback)
  - 5.4 maintaining quality working practices
  - 5.5 contributing to the maintenance of workplace welfare facilities
  - 5.6 storage and use of equipment provided to keep people safe
  - 5.7 disposal of waste and/or consumable items

**Performance Criteria 4**

- 6 comply with organisational procedures for maintaining the security of the workplace
  - 6.1 during the working day
  - 6.2 on completion of the day's work
  - 6.3 from unauthorised personnel (other operatives and/or the general public)
  - 6.4 from theft

**Scope/range related to knowledge and understanding**

**Fire extinguishers**

- 1 water, CO<sub>2</sub>, foam, powder, vapourising liquid and their uses

**Hazards**

- 2 associated with the occupational area
  - 2.1 resources, workplace, environment, substances, asbestos, equipment, obstructions, storage, services and work activities
  - 2.2 current common safety risks
  - 2.3 current common health risks

**Health and safety control equipment**

- 3 identified by the principles of protection for occupational use, types and purpose of each type, work situations and general work environment
  - 3.1 collective protective measures
  - 3.2 local exhaust ventilation (LEV)
  - 3.3 personal protective equipment (PPE)
  - 3.4 respiratory protective equipment (RPE)

**Notices and warning signs**

- 4 statutory requirements and/or official guidance for the occupation and the work area

**Policies and procedures**

- 5 in accordance with organisational requirements
  - 5.1 dealing with accidents and emergencies associated with the type of work being undertaken and the work environment
  - 5.2 methods of receiving or sourcing information
  - 5.3 reporting
  - 5.4 stopping work
  - 5.5 evacuation
  - 5.6 fire risks and safe exit procedures
  - 5.7 consultation and feedback

**Reporting**

- 6 organisational recording procedures and statutory requirements

**Responsibility**

- 7 behaviour that affects health, safety and welfare
  - 7.1 recognising when to stop work in the face of serious and imminent danger
  - 7.2 contributing to discussions and providing feedback
  - 7.3 reporting changed circumstances and incidents in the workplace
  - 7.4 adhering to the environmental requirements of the workplace

**Security**

- 8 organisational procedures relating to the workplace, general public, site personnel and resources

## COSVR641 – SQA Unit Code FN2J 04

### Conform to general workplace health, safety and welfare

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**Developed by** ConstructionSkills

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**Version number** 2

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**Date approved** April 2014

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**Indicative review date** April 2019

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**Validity** Current

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**Status** Original

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**Originating organisation** ConstructionSkills

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**Original URN** VR641

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**Relevant occupations** Construction and Building Trades nec

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**Suite** Wood Occupations (Construction); Accessing Operations and Rigging (Construction); Associated Industrial Services Occupations (Construction); Building Maintenance Multi-trade Repair and Refurbishment Operations; Carving Occupations (Construction); Chimney Engineering (Construction); Cladding Occupations (Construction); Construction Operations and Civil Engineering Services; Construction Diving Operations; Construction Plant or Machinery Maintenance (Construction); Controlling Lifting Operations (Construction); Decorative Finishing and Industrial Painting Occupations (Construction); Demolition; Erection of Precast Concrete (Construction); Fitted Interiors (Construction); Floorcovering Occupations (Construction); Formwork (Construction); Heritage Skills (Construction); Innovative/Modern Methods of Construction; Insulation and Building Treatments (Construction); Interior Systems (Construction); Mastic Asphaltting (Construction); Piling Operations (Construction); Plant Installations (Construction); Plant Operations (Construction); Plastering (Construction); Post Tensioning Operations (Construction); Refractory Installations (Construction); Removal of Hazardous and Non-hazardous Waste (Construction); Roofing Occupations (Construction); Site Logistics (Construction); Specialist Concrete Occupations (Construction); Specialist Installation Occupations (Construction); Steelfixing (Construction); Stonemasonry (Construction); Sub-structure Work Occupations (Construction); Super-structure Work Occupations (Construction); Temporary Traffic Management (Construction); Thermal Insulation (Construction); Trowel Occupations (Construction); Tunnelling Operations (Construction); Wall and

Floor Tiling (Construction); Waterproof Membrane Roofing systems (Construction); Wood Machining (Construction/Sawmilling Extrusion/Furniture); Wood Preserving – Industrial Pre-treatment (Construction)

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**Key words**

Hazards; Safety; Welfare; Regulations; Security; Signs; Control Equipment; PPE; RPE; LEV; Legislation; Risk assessment