



Unit and Assessment Specification

Unit title	Monitor Procedures to Safely Control Work Operations
SQA code	H2LG 04
SCQF level	6
SCQF credit points	4
SSC ref	WM64

History of changes

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Version number	Date	Description	Authorised by

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H2LG 04 (WM64)

Title		Monitor Procedures to Safely Control Work Operations			
Learning Outcomes	Assessment Criteria	Observation	Question and Answer	Simulation/ Realistic working environment	
The learner will:	The learner can:				
1 Be able to check that health and safety instructions are followed.	1.1 Keep up to date with health and safety regulations and workplace instructions, making sure that information is from reliable sources.	x	x		
	1.2 Conduct monitoring of the workplace at agreed intervals and in accordance with workplace instructions.	x	x		
	1.3 Confirm that workers are health and safety competent as defined in their job role and that identified health and safety training needs have been met.	x	x		
	1.4 Communicate workplace instructions and receive feedback.	x	x		
2 Be able to recommend changes to health and safety workplace instructions.	2.1 Respond to any breaches of health and safety instructions in a way which meets workplace and legal requirements.	x	x		
	2.2 Make recommendations for any changes to health and safety workplace instructions to the responsible people.	x	x		

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Observation	Question and Answer	Simulation/ Realistic working environment
3 Be able to make sure that hazards and risks are controlled safely and effectively.	3.1 Maintain accurate records of workplace irregularities.	x	x	
	3.2 Check other people are aware of the hazards/risks and know the action(s) to be taken to minimise them.	x	x	
	3.3 Confirm that appropriate precautions to control risks have been agreed with the people responsible for health and safety.	x	x	
	3.4 Review to make sure all recommended action has been taken.	x	x	
4 Know how to monitor procedures to safely control work operations.	4.1 Explain employers' and employees' legal responsibilities for health and safety in the workplace.	x	x	
	4.2 Explain the difference between 'hazard', 'risk' and 'control'.	x	x	
	4.3 Describe the types of information available from reports and records covering the workplace.		x	
	4.4 Explain the importance of evaluating information from reports and records covering the workplace.		x	

Additional information about the Unit
Unit purpose and aim(s)
Details of the relationship between the Unit and relevant national occupational standards (if appropriate)
Details of the relationship between the Unit and other standards or curricula (if appropriate)
Assessment requirements specified by a sector or regulatory body (if appropriate)

Assessment (evidence) Requirements
Guidance on Instruments of Assessment