

COSVR641 - SQA Unit Code HF3P 04
Conform to general workplace health, safety and
welfare



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, CO₂, 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

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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)

Key words

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