

# COSVR726 - SQA Unit Code F3H6 04

Establish, implement and maintain systems for managing health, safety and welfare



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## Overview

This standard is about

- 1 encouraging a culture of health, safety and welfare awareness
- 2 ensuring that personnel are aware of their responsibilities
- 3 developing, implementing, monitoring and reviewing the site conditions to ensure a safe and healthy workplace that provides for the welfare of the workforce
- 4 ensuring hazards are identified and, where necessary, risk assessments completed
- 5 ensuring sufficient equipment and resources are available for safe and healthy working, and to maintain the welfare of the workforce

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#### **Performance criteria**

- You must be able to:*
- P1 encourage a culture of health, safety and welfare on site, and identify and implement improvements
  - P2 allocate health, safety and welfare responsibilities which comply with current legislation and ensure site inductions consistently inform people of those responsibilities
  - P3 ensure accurate and appropriate notices and hazard warnings that conform to current legislation are maintained
  - P4 ensure health, safety and welfare equipment and resources are available and sufficient to meet current legislation
  - P5 implement systems which meet current legislation requirements to identify hazards, reduce risks and maintain the health, safety and welfare of people
  - P6 ensure hazards are identified and obtain information on their significance
  - P7 ensure the significant hazards are assessed to identify the residual risks, apply the principles of prevention to reduce the risks and provide information to appropriate people
  - P8 monitor health, safety and welfare systems regularly for compliance with current legislation

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## Knowledge and understanding

*You need to know and understand:*

### Performance Criteria 1 Encourage and improve

- K1 how to encourage **people** to promote a culture of health, safety and welfare
- K2 how to identify opportunities to improve health, safety and welfare and make appropriate recommendations

### Performance Criteria 2 Inform people

*You need to know and understand:*

- K3 how to allocate responsibilities for health, safety and welfare
- K4 how to carry out site **inductions**
- K5 how to ensure **inductions** consistently inform **people** of their responsibilities

### Performance Criteria 3 Notices

*You need to know and understand:*

- K6 how to ensure **notices** and hazard warnings comply with **current legislation**
- K7 how to maintain accurate and appropriate **notices** and hazard warnings for the workforce, visitors and the public
- K8 why you need to ensure accurate and appropriate **notices** are maintained

### Performance Criteria 4 Equipment and resources

*You need to know and understand:*

- K9 how to ensure health, safety and welfare **equipment and resources** are available and sufficient for the project
- K10 how to ensure health, safety and welfare **equipment and resources** comply with **current legislation**

### Performance Criteria 5 Implement systems

*You need to know and understand:*

- K11 how to implement **systems** which meet **current legislation** requirements for identifying and reducing hazards
- K12 how to implement **systems** for reporting and recording accidents, emergencies and near misses
- K13 how to maintain the welfare of **people** in accordance with **current legislation** requirements

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### Performance Criteria 6

#### Hazard identification

*You need to know and understand:*

K14 how to ensure **hazards** are identified

K15 how to obtain more information about **hazards**

K16 how to determine the significance of a **hazard**

### Performance Criteria 7

#### assessing risks

*You need to know and understand:*

K17 how to identify residual risks

K18 how to apply the **principles of prevention**

K19 How to reduce risk and provide information to appropriate **people**

### Performance Criteria 8

#### Monitor for compliance

*You need to know and understand:*

K20 how to monitor health, safety and welfare systems regularly for compliance with **current legislation**

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## Additional Information

### Scope/range related to performance criteria

#### Performance Criteria 1

- 1 records showing how workforce culture has been encouraged
- 2 records of improvements made to the work environment

#### Performance Criteria 2

- 3 records of responsibilities allocated
- 4 records of induction briefings given

#### Performance Criteria 3

- 5 records showing that notices and hazard warnings are maintained

#### Performance Criteria 4

- 6 records for the maintenance of health, safety and welfare protection equipment and resources
- 7 records showing that health, safety and welfare equipment and resources meet the project, organisational and statutory requirements

#### Performance Criteria 5

- 8 records of hazard identification and risk assessment or control methods adopted
- 9 records of the system used to deal with breaches in health, safety and welfare requirements
- 10 records of the system used to report accidents, emergencies and near misses

#### Performance Criteria 6

- 11 records of hazard identification methods
- 12 details of the method used to determine the significance of an identified hazard

#### Performance Criteria 7

- 13 records of dealing with hazards by application of the following
  - 13.1 elimination
  - 13.2 control at source
  - 13.3 management
  - 13.4 cumulative protection
  - 13.5 personal protective equipment
- 14 records of the system used to provide information about hazard control to people

#### Performance Criteria 8

- 15 records of regular checks carried out on health, safety and welfare systems
- 16 records of any special site conditions and situations which do not comply with regulations
- 17 records of action taken to prevent reoccurrence of breaches to the requirements of health, safety and welfare

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### Scope/range related to knowledge and understanding

#### Current legislation

- 1 construction specific health, safety and welfare regulations
- 2 general health, safety and welfare legislation

#### Equipment and resources

- 3 protective clothing
- 4 protective equipment
- 5 first aid facilities and arrangements
- 6 welfare facilities
- 7 storage and security of materials and equipment
- 8 accident and incident reporting
- 9 fire fighting equipment
- 10 provision of health, safety and welfare training

#### Hazards

- 11 potential to cause harm to people
- 12 potential to cause damage to property, resources or equipment

#### Inductions

- 13 health and safety responsibilities
- 14 site construction and installation operations
- 15 health, safety and welfare equipment and resources
- 16 risk control procedures
- 17 first aid arrangements
- 18 emergency plans
- 19 evacuation plans
- 20 traffic management

#### Notices

- 21 prescribed notices
- 22 certificates
- 23 certificate of insurance
- 24 site safety signs
- 25 information

#### People

- 26 workforce
- 27 sub-contractors
- 28 suppliers
- 29 consultants
- 30 visitors
- 31 non-English speaking personnel
- 32 the public

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### **Principles of prevention**

- 33 eliminate
- 34 control at source
- 35 manage
- 36 cumulative protection
- 37 personal protective equipment

### **Systems**

- 38 hazard identification
- 39 risk assessment
- 40 prevention and protection

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