

## Unit F/650/6129

### Develop procedures to safely control work operations

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

1 be able to develop procedures for maintaining a healthy and safe workplace

1.2 agree realistic objectives for maintaining a healthy and safe workplace for everyone.

1.4 develop a health and safety training plan to include the performance indicators for the organisation, underpinning health and safety legislation and regulation.

1.5 disseminate the Health and Safety training plan to those in the workplace with consideration to workload priorities to those affected.

2 be able to review the effectiveness of health and safety procedures in the workplace.

2.5 record accurately:

carried out

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

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| 3 | be able to communicate health and safety procedures to others in the workplace. | 3.1 | report the results of own review to the relevant people.  |
|   |   | 3.2 | alert everyone in the workplace, promptly, to the revised health and safety procedures.   |
|   |   | 3.3 | set effective measures for monitoring the revised health and safety procedures.   |
| 4 | know the legal responsibilities for health and safety.                          | 4.1 | identify responsibilities for health and safety as required by:<br>a) current legislations<br>b) legislation covering own job role<br>c) the particular health and safety risks present in own job role and the precautions to be taken<br>d) the specific organisational health and safety instructions for own job role.                                |
|   |   | 4.2 | explain the importance of:<br><br>a) remaining alert to hazards in the workplace.<br>b) dealing with and promptly reporting risks.<br>c) knowing the hazards that exist in the workplace.<br>d) the specific organisational health and safety instructions for own job role including that as 'trusted advisor' where appropriate to senior team members. |
|   |   | 4.3 | explain own awareness of others in the workplace to include:<br><br>a) the roles and responsibilities of others in the workplace<br>b) commonly used working practices including working with others<br>c) channels of communication and consultation in the workplace, including senior team members and internal stakeholders.                          |

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 4.4 explain the need for health and safety information in the workplace to include:
- a) the instructions that may be required about health and safety in the workplace.
  - b) where to find the health and safety information that may be available in the workplace.
  - c) how to prepare and write specific instructions and procedures.
  - d) measures to check the different types of health and safety procedures.