



JUNE 2016

ESSENTIALS OF HEALTH & SAFETY MANAGEMENT

Instructions to candidates:

- a) Time allowed: Three hours (plus an extra ten minutes' reading time at the start – do not write anything during this time)
 - b) Answer any FIVE questions
 - c) All questions carry equal marks. Marks for each question are shown in []
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1. Poor communication can lead to serious problems within an organisation.
 - a) Identify and give the definition of THREE methods of communication that can be used by employers and employees to help in the health and safety processes. [9]
 - b) For EACH of the three methods chosen give the advantages and disadvantages of using them. [11]
 2. A manager has been asked to buy some new equipment for the factory to help production.
 - a) Discuss the key issues the manager would have to consider. [10]
 - b) Define the key duties the manager has towards purchasing the equipment. [10]
 3. Risk assessments are essential for health and safety and must cover all departments within the organisation.
 - a) State the legal reasons for promoting health and safety. [7]
 - b) Explain what a general risk assessment of an area should cover. [5]
 - c) Discuss what sources of information would be used under Step 1 of a risk assessment. [8]
 4. Examine how safety training can help the employees and the organisation. [20]
 5. Health and safety performance within an organisation requires a discipline in inspection, auditing and monitoring.
 - a) Explain TWO types of performance monitoring. [6]
 - b) Describe the main purpose of measuring health and safety performance in a company. [10]
 - c) Consider who would require the information from the results of performance measurement within the organisation. [4]
 6. Evaluate the health and safety performance targets and why they are an important part of the policy statement of intent. [20]
 7. Training employees makes them competent in the health and safety aspects of their work.
 - a) Consider why and how employers would do specific safety training or on-the-job training/toolbox training. [9]
 - b) Consider what planned training they would do, and why they would do it. [11]
 8. Define the following:
 - a) Environmental protection
 - b) Greenhouse effect
 - c) Health
 - d) A risk
 - e) Incident [4 each]