



All qualifications and unit standards registered on the National Qualifications Framework are public property. Thus the only payment that can be made for them is for service and reproduction. It is illegal to sell this material for profit. If the material is reproduced or quoted, the South African Qualifications Authority (SAQA) should be acknowledged as the source.

### SOUTH AFRICAN QUALIFICATIONS AUTHORITY

<b>SAQA US ID</b>	<b>UNIT STANDARD TITLE</b>		
259639	Explain basic health and safety principles in and around the workplace		
<b>ORIGINATOR</b>		<b>REGISTERING PROVIDER</b>	
SGB Occupational Health and Safety			
<b>FIELD</b>		<b>SUBFIELD</b>	
Field 09 - Health Sciences and Social Services		Preventive Health	
<b>ABET BAND</b>	<b>UNIT STANDARD TYPE</b>	<b>NQF LEVEL</b>	<b>CREDITS</b>
Undefined	Regular	Level 2	4
<b>REGISTRATION STATUS</b>	<b>REGISTRATION START DATE</b>	<b>REGISTRATION END DATE</b>	<b>SAQA DECISION NUMBER</b>
Registered	2008-11-26	2011-11-26	SAQA 0579/08
<b>LAST DATE FOR ENROLMENT</b>		<b>LAST DATE FOR ACHIEVEMENT</b>	
2012-11-26		2015-11-26	

This unit standard replaces:

US ID	Unit Standard Title	NQF Level	Credits	Replacement Status
116527	Demonstrate knowledge pertaining to basic health and safety principles in and around a workplace	Level 1	2	Complete

#### PURPOSE OF THE UNIT STANDARD

This unit standard is for those people giving an induction of health and safety principles to new personnel and the person credited with this unit standard is able to explain the duties of both the employees and employers with regard to Occupational Safety and Health in the workplace. Learners will be able to understand the requirements that apply to persons entering the workplace and performing any duties therein as well as the requirements for the use of Personal Protective Equipment (PPE), housekeeping and emergency procedures that apply to the workplace.

The qualifying learner is capable of:

- ☐ Explaining both employer and employee duties with regard to occupational safety and health in the workplace.
- ☐ Explaining the general safety rules in a workplace.
- ☐ Explaining the use and application of Personal Protective Equipment in a workplace.
- ☐ Explaining the need for good housekeeping in the workplace.
- ☐ Explaining and applying emergency procedures in the workplace.

#### LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

- ☒ Communication at NQF Level 1 or equivalent.
- ☒ Mathematical Literacy at NQF Level 1 or equivalent.

**Specific Outcomes and Assessment Criteria:**

**SPECIFIC OUTCOME 1**

Explain both employer and employee duties with regard to occupational safety and health in the workplace.

**ASSESSMENT CRITERIA**

**ASSESSMENT CRITERION 1**

The employer's duties are described with regard to occupational safety and health in the workplace.

**ASSESSMENT CRITERION 2**

The employee's duties are described with regard to occupational safety and health in the workplace.

**ASSESSMENT CRITERION 3**

The occupational health and safety representation structure and activities are described in terms of legislative requirements.

**ASSESSMENT CRITERION 4**

Hazards and associated risks in the workplace are identified and addressed to ensure the health and safety of themselves and other persons.

**ASSESSMENT CRITERION 5**

The importance of identifying hazards and risks in the working environment is explained in terms of the consequences to the employer and employees.

**ASSESSMENT CRITERION 6**

The reporting procedure of hazards and risks is described in terms of organisational policies and procedures.

**SPECIFIC OUTCOME 2**

Explain the general safety rules in the workplace.

**ASSESSMENT CRITERIA**

**ASSESSMENT CRITERION 1**

The requirements that apply to persons that may be medically and non-medically intoxicated are explained in terms of the consequences to general safety in the workplace.

**ASSESSMENT CRITERION 2**

Authorised access requirements to the workplace are explained in terms of legal and

organisational requirements.

**ASSESSMENT CRITERION 3**

The use of motorised and mobile equipment in the workplace is explained in terms of legal and organisational requirements.

**ASSESSMENT CRITERION 4**

Lock out procedures in the workplace are explained in terms of legal and organisational requirements.

**ASSESSMENT CRITERION 5**

Symbolic and other signage applicable to the workplace is explained in terms of legal and organisational requirements.

**ASSESSMENT CRITERION RANGE**

Symbolic and other signage may include but is not limited to mandatory, information, warning signs and colour coding.

**SPECIFIC OUTCOME 3**

Explain the use and application of Personal Protective Equipment in the workplace.

**ASSESSMENT CRITERIA**

**ASSESSMENT CRITERION 1**

Specific workplace Personal Protective Equipment (PPE) requirements are explained in terms of the correct usage and application.

**ASSESSMENT CRITERION 2**

Maintenance and storage practices for PPE are explained in order to ensure functionality.

**ASSESSMENT CRITERION 3**

Reporting and replacement procedures of substandard PPE are explained in order to ensure functionality.

**ASSESSMENT CRITERION 4**

The importance of wearing PPE and the consequences of non-compliance are explained with in terms of the effects on employer and employees.

**ASSESSMENT CRITERION 5**

The limitations of PPE used in and around the workplace are explained in terms of its protective restrictions.

**SPECIFIC OUTCOME 4**

Explain good housekeeping in the workplace.

## **ASSESSMENT CRITERIA**

### **ASSESSMENT CRITERION 1**

The need for good housekeeping in the workplace is explained in terms of the impact on health and safety to people and the immediate environment.

### **ASSESSMENT CRITERION 2**

Specific requirements pertaining to stacking and storage of materials are explained in terms of health and safety.

### **ASSESSMENT CRITERION 3**

Demarcation and colour coding practices in the workplace are explained in terms of health and safety.

### **SPECIFIC OUTCOME 5**

Explain and apply emergency procedures in the workplace.

## **ASSESSMENT CRITERIA**

### **ASSESSMENT CRITERION 1**

Emergency escape routes, assembly points and refuge bays in the work area are explained according to the organisational emergency plan.

### **ASSESSMENT CRITERION 2**

Emergency communication procedures in the workplace are explained according to the organisational emergency plan.

### **ASSESSMENT CRITERION 3**

A simulated exercise of an emergency situation is planned and carried out to assess the response/reaction of all employees.

## **UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS**

- ☑ An individual wishing to be assessed (including through RPL) against this unit standard may apply to an assessment agency, assessor or provider institution accredited by the relevant ETQA or an ETQA that has a Memorandum of Understanding in place with the relevant ETQA.
- ☑ Anyone assessing a learner against this unit standard must be registered as an assessor with the relevant ETQA or an ETQA that has a Memorandum of Understanding in place with the relevant ETQA.
- ☑ Any institution offering learning that will enable achievement of this unit standard or assessing this unit standard must be accredited as a provider with the relevant ETQA or an ETQA that has a Memorandum of Understanding in place with the relevant ETQA.
- ☑ Moderation of assessment will be conducted by the relevant ETQA at its discretion.

**UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE**

Knowledge and understanding of workplace health and safety requirements.

**Critical Cross-field Outcomes (CCFO):**

**UNIT STANDARD CCFO IDENTIFYING**

Identify and solve problems pertaining to understanding basic health and safety principles in and around the workplace.

**UNIT STANDARD CCFO ORGANISING**

Organise and manage oneself and one`s activities so that one is aware of all the rules and regulations that impact on safety and health in and around the workplace.

**UNIT STANDARD CCFO COLLECTING**

Collect, analyse, organise and critically evaluate information in order to make decision regarding responding to an emergency situation.

**UNIT STANDARD CCFO DEMONSTRATING**

Demonstrate an understanding of the world as a set of related systems where not understanding the basic health and safety principles in and around the workplace could have a devastating impact on both the employee and employer.