

# Marking Guide

## SHBXWHS001

Apply safe hygiene, health and work practices

## Knowledge Assessment

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# Knowledge Assessment

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## Context

This assessment is designed to allow students to demonstrate the Knowledge Evidence requirements for the unit SHBXWHS001 – Apply safe hygiene, health and work practices.

This assessment is designed to be assessed prior to the commencement of Performance Assessment 1, 2, 3 & 4 as it provides students with the underpinning knowledge required to be able to carry out the Performance Assessments competently and safely.

## Assessor instructions

The assessment is NOT designed for students to be assessed in an exam type situation. In order to complete assessment questions, the student will need access to:

- Student Learning Materials
- Policies and Procedures
- Manufacturer instructions and Safety Data Sheets (SDS)
- Internet
- Any other source of relevant information

Students are required to read and respond to each of the questions in the assessment. Any incorrect or incomplete responses must be returned to the student with feedback to allow them to resubmit.

Benchmark answers are provided in the Knowledge Assessment for each question. The assessor should review all benchmark answers and contextualise them to the RTO's training environment if appropriate.

For assistance on how to implement this assessment, please email [admin@skindeeplearning.com](mailto:admin@skindeeplearning.com)

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# Knowledge Questions

## Safety in the workplace

1. Tick whether it is your responsibility or your employer’s responsibility to do the following (both boxes can be ticked if applicable).

WHS Responsibility	Who is responsible
Provide Personal Protective Equipment	<input type="checkbox"/> You as an employee <input type="checkbox"/> Your employer
Provide a safe work environment	<input type="checkbox"/> You as an employee <input type="checkbox"/> Your employer
Follow workplace policies and procedures	<input type="checkbox"/> You as an employee <input type="checkbox"/> Your employer
Provide training on how to use equipment	<input type="checkbox"/> You as an employee <input type="checkbox"/> Your employer
Work in a manner that does not pose a health or safety risk to anyone in the workplace	<input type="checkbox"/> You as an employee <input type="checkbox"/> Your employer
Wear Personal Protective Equipment	<input type="checkbox"/> You as an employee <input type="checkbox"/> Your employer
Report hazards identified in the workplace	<input type="checkbox"/> You as an employee <input type="checkbox"/> Your employer

2. Who do you have a duty of care towards when it comes to health and safety in your workplace?

- Yourself
- Your colleagues
- Your clients
- People visiting your workplace
- All of the above

3. Write a description of the following strategies to control risk from the hierarchy of control.

Strategy	Description
Elimination	This strategy gives the highest level of protection and involves removing the hazard completely.
Isolation	Separation of the hazard by distance or by using barriers.
Administrative controls	Methods or procedures that are designed to minimise exposure to the hazard.
Engineering controls	Physical measures used to control hazards such as the use of equipment.
Personal protective	EXCERPT SAMPLE ONLY. FOR A FULL SAMPLE CONTACT: <a href="mailto:admin@skindeeplearning.com">admin@skindeeplearning.com</a> or harm.



4. Sally works in a nail bar and is getting a sore back and shoulders from performing nail services all day. She is also getting a headache from the smell of the monomer.

Her manager decides to control the manual handling risk by doing the following two things:

- Purchasing some chairs that help to promote better posture.
- Creating a policy in the nail bar that employees must take breaks and perform stretching exercises every 90 minutes.

Her manager also decides to control the smell of the chemical by doing the following two things:

- Providing face masks for the staff to wear.
- Puts in an exhaust fan to ventilate the room.




(a) What are two (2) strategies from the hierarchy of control that Sally’s employer has used to help control the manual handling risk?

- Engineering controls
- Elimination
- Administrative controls
- Isolation
- Personal protective equipment

(b) What are two (2) strategies from the hierarchy of control that Sally’s employer has used to help control the smell of the chemical.

- Engineering controls
- Elimination
- Administrative controls
- Isolation
- Personal protective equipment

5. Write a description of the meaning of the following signs.

	This sign is lit up so that it can be seen in the case of a fire and notifies where the exits are in a building.
	This sign notifies people of a slippery or wet surface that could be a slip hazard.
	Unsafe to lift without assistance or lifting equipment

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6. Your work colleague has had an accident in the staff room and dropped a bowl of methylated spirits which has spilled right next to the refrigerator that could create a spark.

(a) Tick all of the hazards from the list below that the spill has created.

- Fire hazard
- Chemical hazard
- Slip, trip and fall hazard
- Manual handling hazard
- Broken equipment hazard
- Storage of dangerous goods hazard

(b) Read the Hazard Management Procedure and the Safe Work Policy and Procedures, and write down how you will manage the hazard. Include how you will dispose of the chemical waste from the spill.

Answer must include the following:

- Turn off the fridge immediately
- Display signage
- Put on personal protective equipment (gloves, apron, appropriate footwear)
- Clean the spill using absorbent paper and put into plastic bag
- Seal plastic bag and dispose of in general waste
- Report incident to management by filling out a hazard report form, emailing, face to face or fax.

(c) What strategy from the hierarchy of control have you used when you display signage **before** you clean the spill?

Isolation

(d) What strategy to control risk have you used from the hierarchy of control **after** you have cleaned the spill?

Elimination

(e) Who would you report the spill to, after it has been managed?

Manager, safety representative, supervisor, team leader

7. Read the Safe Work Policies and Procedures, and write down your responsibilities when it comes to consultative processes in the workplace.

- All employees must participate in consultative processes for managing risks in the workplace when asked to do so by management.

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