



Managing Safely – Assessment 4

Total
Marks

Name		Date	
Training provider			

1. Think about the three key reasons to manage safely. Put a ✓ opposite each reason you think is **correct**. (Select **three** answers only from the following.)

a) moral	
b) strategic	
c) financial	
d) legal	
e) social	

2. Insert in the spaces provided the most appropriate option from the **four** listed below:

accountability	tasks	responsibility	leadership
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A manager can delegate _____ to others for day-to-day health and safety management but you can't give away their _____.

3. Which **two** of the following are true? (Put a ✓ opposite the **two** statements you think are **correct**.)

a) consequence is the outcome of the hazardous event	
b) risk is the combination of the likelihood of a hazardous event occurring and the consequence of the event	
c) there is only one way to do a risk assessment	
d) the likelihood of all hazardous events is the same	



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4. Think about what a risk assessment is. Which statement is **correct**?

(Put a ✓ opposite the statement you think is **correct**.)

a) It's when someone or something interacts with a hazard	
b) It's a careful examination of anything in the workplace that could cause injury or harm	
c) It's the outcome of an accident	
d) It's a company safety and health policy	

5. Insert in the spaces provided the most appropriate option from the **three** listed below:

Likelihood	Risk	Consequence
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_____ is the chance that a hazardous event will occur. _____ is the outcome of the hazardous event.

6. Rearrange the steps of risk assessment below into the order they should be considered:

evaluate the risk	
identify the hazards	
review your findings	
estimate the risk	
record your findings	



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7. Think about what a risk assessment enables you to do. Which **two** of the following are **true**? (Put a ✓ opposite the **two** statements you think are **correct**.)

a) meet your legal requirements	
b) get information needed for insurance claims	
c) gather information about accidents and ill health	
d) demonstrate good business practice and improve business performance	

8. List **two** of the four considerations when reviewing risk so far as is reasonably practicable.

9. What is meant by residual risk? (Select **one** answer only from the following.)

a) a risk that is identified at the beginning of a risk assessment	
b) a method of eliminating risk entirely	
c) the level of risk that is left after control measures have been introduced	
d) a process to choose the best risk controls	



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10. Think about the hierarchy of risk control. Which statement is **correct**?
(Select **one** answer only from the following.)

a) risk controls that are at the top of the hierarchy are the least preferred option	
b) the third most effective risk control is personal protective equipment	
c) the most effective method of risk control is to completely eliminate the hazard	
d) risk controls that rely on people to do something are stronger than those that do not	

11. Insert in the space provided the most appropriate option from the **three** listed below:

discovered	determined	calculated
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A reasonably foreseeable risk is a risk that could be _____ by referring to the three knowledge tests.

12. Insert in the space provided the most appropriate option from the **three** listed below:

expert	routine	technical
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The three knowledge tests for reasonably foreseeable risk are common knowledge, industry knowledge and _____ knowledge.



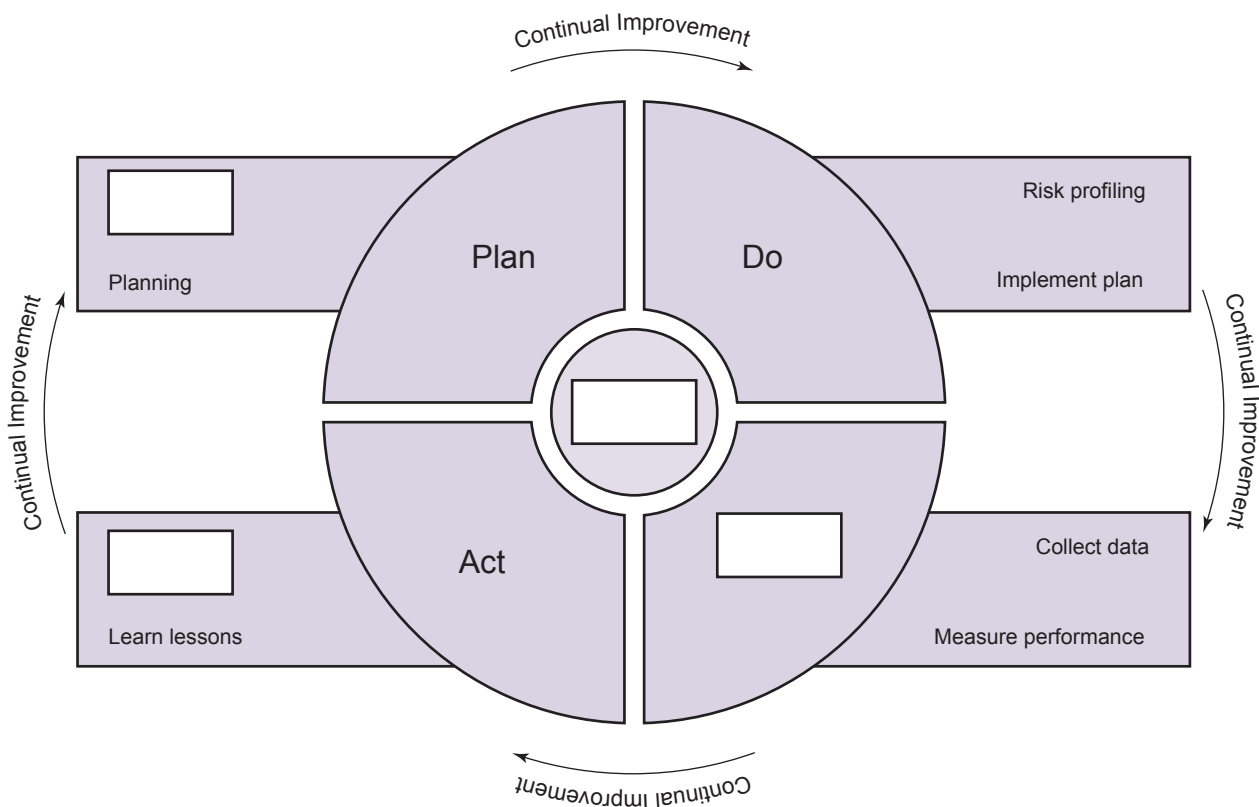
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13. Think about the consequences of not working within the law. Put a ✓ opposite the possible outcomes that you think are **correct**. (Select **two** answers only from the following.)

a) paying worker compensation	
b) being audited	
c) imprisonment	
d) no action taken on a first offence	

14. Look at the incomplete diagram of the health and safety management system (shown below). Insert into each of the **four** spaces the **number** of the most appropriate label from the **four** listed.

1. Leadership	2. Policy	3. Check	4. Review performance
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15. Think about the key benefits for you and your organisation of introducing a health and safety management system. Which **two** of the following are **true**?
(Put a ✓ opposite the **two** statements you think are **correct**.):

a) it enables improved management of health and safety risks in the organisation	
b) it means that your organisation won't need to write a health and safety policy	
c) it helps an organisation to comply with any legal requirements	
d) it gives you, as a manager, less health and safety responsibility	

16. Think about common hazards in the workplace. Which **two** of the following are **true**?
(Put a ✓ opposite the **two** statements you think are **correct**.):

a) sleeplessness can be a symptom of bullying	
b) if people work where there are vehicles, marked walkways are better than physical separation by barriers	
c) a work factor that can create stress is financial worries	
d) stress can be caused by not having enough work to do	

17. List **three** examples of types of injury caused by mechanical hazards:



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18. List **two** of the four main considerations when assessing the risks of manual handling:

19. Insert in the spaces provided the most appropriate option from the **four** listed below:

incident	accident	event	condition
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An _____ can be described as an undesired _____ that has caused or could have caused damage, death, injury or ill health.

20. Which of the following statements describe what is meant by the term 'accident'?
(Select **one** answer only from the following.)

a) an incident that results in injury to someone or damage to property	
b) an incident that is reasonably foreseeable in the workplace	
c) an incident that results in no injury or damage, but had the potential to do so	
d) an incident that is always caused by lack of training	



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21. Insert in the spaces provided the most appropriate option from the **five** listed below:

Root	Obvious	Underlying	Immediate	Effective
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_____ causes are unsafe actions or lack of action and unsafe conditions.

_____ causes are factors that allow the unsafe actions and conditions to happen.

_____ causes are factors that may cause conditions that could result in an undesirable event.

22. Which of the following are key benefits of incident investigation?

(Put a ✓ opposite the **two** statements you think are **true**.)

a) to improve workers' morale	
b) to get information needed for an insurance claim	
c) to ensure legal compliance	
d) prevent more business losses from disruption, down-time and lost business	



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23. Think about the first three actions to be taken following an accident in the order they should be carried out. (Put a ✓ opposite the statement you think is **correct**.)

a) make sure the injured person is looked after, report the accident, investigate using a structured approach	
b) preserve the scene of the accident, report the accident, investigate using a structured approach	
c) make sure the injured person is looked after, preserve the scene of the accident, report the accident	
d) assemble the investigation team, report the accident, make sure the injured person is looked after	

24. When an incident occurs, which of the following **two** statements are **true**? (Put a ✓ opposite the **two** statements you think are **correct**.)

a) you must always inform the enforcing authority	
b) make sure the family of any injured person is notified	
c) if any property has been damaged, make sure to advise the owner	
d) assemble the investigation team, in order to report the incident	

25. Think about the stages in a structured approach to incident investigation. Which of the following is **true**? (Put a ✓ opposite the statement you think is **correct**.)

a) reviewing risk control measures is the first stage	
b) analysing the information is the third stage	
c) gathering information is the first stage	
d) sharing and communicating is the second stage	



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- 26.** Think about the three essential principles for good safety and health performance. Put a ✓ opposite each statement you think is **correct**. (Select **three** answers only from the following.)

a) worker involvement is a principle	
b) planning to increase profits is a principle	
c) strong and active leadership from the top is a principle	
d) assessment and review is a principle	
e) reviewing from the top is a principle	

- 27.** What information do performance indicators provide us with? (Select **one** answer only from the following.)

a) limited data about accidents and ill health	
b) potential problems or dangers that we may need to respond to	
c) how to audit our systems and processes	
d) the level of insurance cover required	

- 28.** Insert in the space provided the most appropriate option from the **three** listed below:

Proactive	Objective	Reactive
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_____ indicators give us information on the outcomes of our actions.



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29. Insert in the spaces provided the most appropriate option from the **five** listed below:

Evidence	Policy	Investigating	Auditing	Measures
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_____ aims to find objective _____
for whether the current way of managing health and safety meets the organisation's health
and safety _____ .

30. Insert in the spaces provided the most appropriate option from the **four** listed below:

External	Internal	Compulsory	Optional
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_____ auditing is performed by staff within the organisation in order to
evaluate the effectiveness of the current system.

_____ auditing is undertaken by a third party to provide an independent
view, usually for the interests of other stakeholders.