



Managing Safely – Assessment 3

Total
Marks

Name		Date	
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Training provider	
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1. Insert in the space provided the most appropriate option from the **three** listed below:

financial	moral	legal
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It is a _____ requirement for organisations to assess reasonably foreseeable risks.

2. Think about a manager's responsibilities and accountabilities for safety in the workplace. Which statement is correct? (select **one** answer only from the following)

a) a manager is not accountable for assessing and managing the risks the employee is exposed to	
b) a manager can delegate responsibility but cannot give away their accountability	
c) a manager is not responsible in making decisions about local safety practice	
d) a manager can delegate accountability but cannot give away their responsibility	

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

a) a hazardous event is when someone interacts with a hazard and harm results	
b) there is only one way to do a risk assessment	
c) consequences of all hazardous events are the same	
d) a hazard is anything that has the potential to cause harm	



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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. Think about the definitions of the terms likelihood and consequence. Which two of the following are true? (Put a ✓ opposite the **two** statements you think are **correct**.)

a) consequence is a measure of uncertainty about the hazardous event	
b) likelihood is the chance that a hazardous event will occur	
c) consequence is the outcome of the hazardous event	
d) likelihood is the expected level of harm from the hazardous event	

6. Think about the first **three** steps to risk assessment. Which statement is correct?

(Select **one** answer only from the following.)

a) estimate the risk, review your findings, evaluate the risk	
b) identify the hazards, record your findings, review your findings	
c) identify the hazards, estimate the risk, evaluate the risk	
d) evaluate the risk, review your findings, record your findings	



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7. What does a risk assessment enable you to do? (Select **one** answer only from the following.)

a) tell you whether you are doing enough to protect your workforce and others from harm	
b) calculate losses from disruption, down-time and lost business	
c) develop skills that can be applied elsewhere in the organisation	
d) collect the information required for notifying the enforcing authorities	

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

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

foreseeable	residual	manageable
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The level of risk that is left after control measures have been introduced is called _____ risk.



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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. Think about the term 'reasonably foreseeable' risk. Which **one** of the following is **true**? (Put a ✓ opposite the statement you think is **correct**.)

a) it means that employers are responsible for every possible risk in the workplace	
b) employers are always responsible for risks that are not reasonably foreseeable	
c) it is a risk that a reasonable person could predict	
d) it is a risk that no-one would ever be able to predict	

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

scientific	managerial	public	industry	expert
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The three knowledge tests to apply to determine reasonably foreseeable risk are common knowledge, _____ knowledge and _____ knowledge.



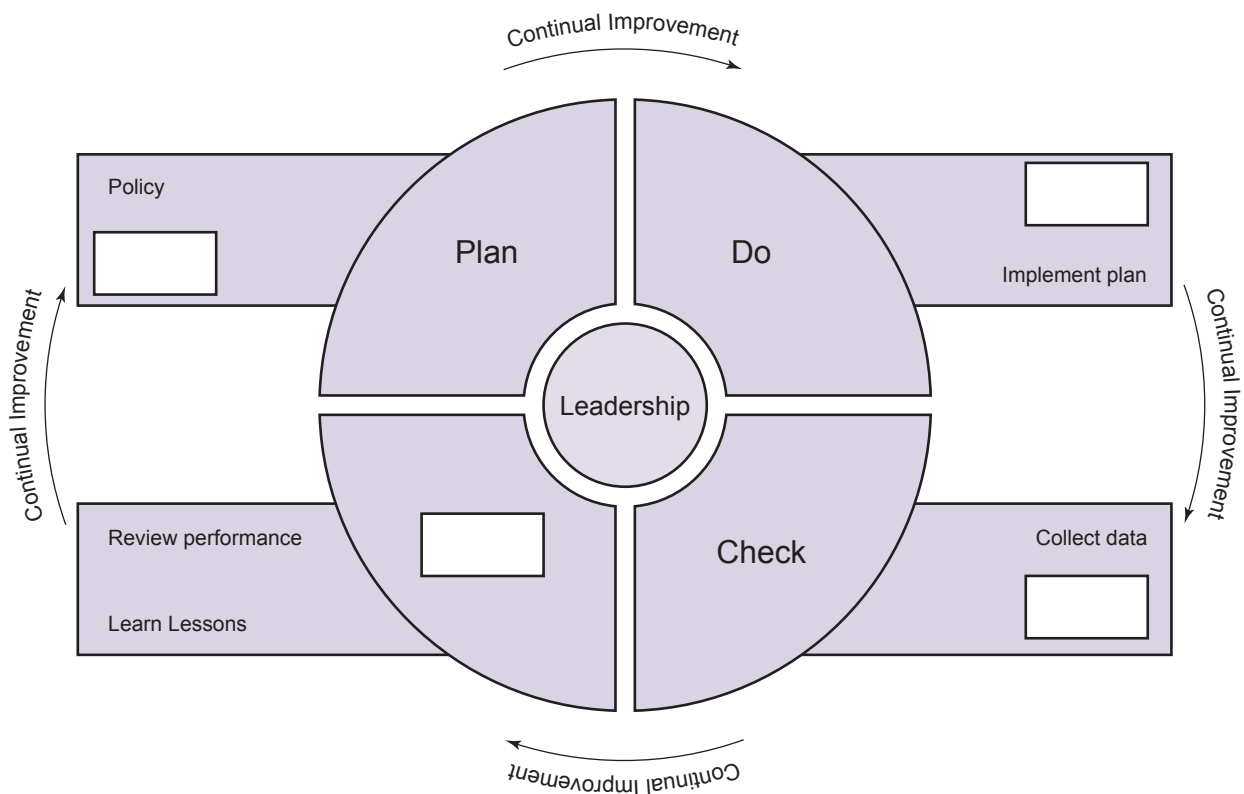
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13. Think about the consequences of not working within the law. Put a ✓ opposite the possible outcomes that you think are correct. (Select **three** answers only from the following.)

a) paying worker compensation	
b) being audited	
c) imprisonment	
d) fines	
e) 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. Act	2. Risk Profiling	3. Planning	4. Measure performance
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15. Insert in the space provided the most appropriate option from the **three** listed below:

Leadership	Planning	Reviewing
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_____ is an essential part of a health and safety management system because attitudes to safety and health are determined by top management.

16. 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	
b) it avoids the legal requirement for a written health and safety policy	
c) it provides the business with a competitive edge	
d) it removes the necessity for external inspections and audits	

17. 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) lighting, noise and weather conditions do not affect the risk of a slip or trip	
b) loss of self-confidence can be a symptom of bullying	
c) an early symptom of upper limb disorders can be tingling in the fingers	
d) if people do work where there are vehicles, marked walkways are better than physical separation by barriers	



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

19. Think about common workplace hazards. Which statement is correct?

(Select **one** answer only from the following.)

a) chemicals can only get into the body by deliberate or accidental injection	
b) physical attacks are more common than verbal abuse	
c) natural light is the best form of lighting	
d) generally, the temperature in workrooms should be at least 20 degrees Celsius	

20. Which of the following statements describe what is meant by the term 'incident'?

(Select **one** answer from the following.)

a) anything that has the potential to cause damage, death, injury or ill health	
b) any risk that is reasonably foreseeable in the workplace	
c) an undesired event that has caused or could have caused damage, death, injury or ill health.	
d) anything that happens in the workplace that causes disruption	



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

event	accident	occurrence
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An _____ can be described as an incident which results in injury to someone or damage to property.

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

Root	Minimal	Underlying	Immediate	Serious
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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.

23. Which of the following are reasons to investigate incidents?

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

a) to improve workers' morale	
b) to prevent business losses from disruption, down-time and lost business	
c) to find out the cost of an accident	
d) to identify the cause of the incident to stop it happening again	



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24. Number the six actions listed below in the order they should be carried out following an accident:

assemble the investigation team	
report the accident	
handle external relations	
investigate using a structured approach	
preserve the scene of the accident	
make sure the injured person is looked after	

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

a) you may need to tell the organisation's insurance company	
b) you must report every incident to a safety and health enforcement authority	
c) you should tell the injured person's line manager	
d) you must inform the clients and customers of the organisation about the incident	



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26. Think about the three essential principles for good safety and health performance. Match each of the following statements with the principle it describes. (Put a ✓ in the **correct** column opposite **each** statement.)

	Strong and active leadership	Worker involvement	Assessment and review
Integration of good safety and health management systems with business decisions			
Effective 'upward' communication			
Accessing and following competent advice			

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	



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28. Identify which type of indicator applies to each of the following four statements.
(Put a ✓ in the correct column opposite **each** statement.)

	Proactive	Reactive
measuring how much training your staff is getting		
collecting information on the number of days without an incident		
measuring the number of completed workplace inspections against the number planned		
collecting information on the number of incidents		

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

Existing	Systems	Auditing	Objective	Policy
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_____ aims to find _____ evidence for whether the correct way of managing health and safety meets the organisation's health and safety _____ and aims.

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.