

**NEBOSH**

**MANAGEMENT OF HEALTH AND SAFETY**

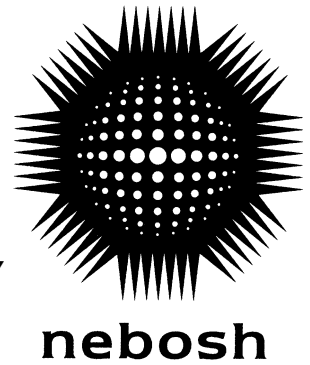
**UNIT IG1:**

For: NEBOSH International General Certificate in Occupational Health and Safety

**MANAGEMENT OF INTERNATIONAL HEALTH AND SAFETY**

**UNIT IGC1:**

For: NEBOSH International General Certificate in Occupational Health and Safety  
NEBOSH International Certificate in Construction Health and Safety  
NEBOSH International Certificate in Fire Safety and Risk Management



## Open Book Examination

### ANSWER TEMPLATE

Available for 24 hours

<b>Learner name</b>	Karan Gajre
<b>NEBOSH learner number</b>	00673432
<b>Learning Partner name</b>	Asian Institute of Safety Management - 1407

**Please note:** if you decide not to use this template, you will need to include the same information on your submission, including the following:

- your unit code (eg IG1);
- the examination date;
- your name;
- your NEBOSH learner number;
- your Learning Partner's name;
- page numbers for all pages;
- question numbers next to each of your responses.

You do **not** need to copy out the questions.



**Please save your completed answer document with your surname, your first name, your NEBOSH learner number, and your Learning Partner's name.**

For example, a learner called Dominic Towlson with the learner number 12345678, who has taken their course with a Learning Partner called GMMTA International will name their submission:

Towlson Dominic, 12345678, GMMTA International

## Task 1: Emergency response

### Question 1

As a health and safety adviser effectively managed the emergency are as follows:

1. As per the scenario I was the certified first aider which effectively managed the emergency by asking the bystanders to move back and give some space.
2. When I was examining the injured worker, I have noted that he is berating & having an abrasion on his right arm while seeing this I directly called the emergency service immediately.
3. I have Made the injured worker comfortable as possible after that I tried him to keep calm by saying that the ambulance is on the way so the injured worker should not get panic.
4. I have instructed the worker to clean the entrance hall and to close the cinema after the accident occurred.
5. The public and the members are directed to take the exit of the building using the fire exits in each auditorium for evacuation.
6. When I was trying to connect with the cinema manager, but they were not responding so after a lot attempts I leaved a voice mail message.
7. I have asked the workers before leaving write anything they can remember about the accident which will easily help in the investigation further so.
8. The first aid box was available as per the scenario, but it was only having tow plaster and bandage inside.

Reference taken from: the given scenario only.

## Task 2: Culture

### Question 2

The indicators of negative health and safety culture at the waterfront cinema are as follows:

1. lack of attitude behaviour found by the manager as per the scenario when I knocked the managers door, he said that I'm not interested in your problem I have important things to do.
2. There was poor housekeeping at the waterfront cinema When I entered the glass entrance door it was found that the doors are dirty, waste bins are fully overflowing and the previous tickets were also thrown on the floor that show negative culture.
3. Workers poor competency found ,the nature of rude behaviour at the waterfront cinema by workers indicates the negative safety culture.
4. There was a poor leadership of the manager & the team leader they were only focusing on the work to be completed not health and safety management system which is negative culture.

5. As per the scenario I have given the health & safety documents to the manager for review he leaves the office muttering to themselves with audible like burden and bureaucracy this shows the negative indicator of health & safety.
6. As per the scenario the company is proud to have a certification against the 45001:2015 that is health & safety management system where it is not been seen following in the waterfront cinema.
7. As per the scenario the health and safety management system is not followed and it is the negative indicator.
8. The health and safety policy were not displayed at the waterfront cinema and it was kept in the folder, it was dated January 2018 and the policy was also not updated according to health & safety standards this shows the negative indicator.
9. As per the scenario the risk assessment was carried out on January 2020 but when I noticed that the risk assessment which is done has different cinema names and address not updated actual which is negative indicator of health & safety management.
10. There was no responsibility of cinema manager & team leader as per the scenario when the accident was happened, I was looking for the cinema manager & the team leader they were not found, both the manager & team leader walked out the cinema hall after the accident occurred this shows the negative indicator of health & safety.
11. As per the scenario none of the cinema worker was trained to carry first aid & which shows lack of general health & safety training was not provided from the management shows negative indicator.
12. After the accident there was no one to taken control of the situation and not even addressing to deal with the accident and there was lack of emergency preparedness training that shows negative indicator.
13. At the time of witness Workers add that cinema manager never usually wants to know about the accident happen and thinks the investigation is waste of time indicates the negative culture of manager.
14. After reminding the team leader about the accident which has happened two months earlier who fall from the stepladder but also the team leader not shown his role towards safety culture.
15. Young worker had even told the team leader that he is afraid of height he bullied him and said stop complaining and threatened him to report the cinema manager if they do not get on job immediately which is a negative indicator.
16. The banner fixing work to ceiling was going there was no barrication done at the working place by the child bumped into the stepladder running to accompanying the adult cause stepladder to topple over the wooden wedge under the foot & it was dislodged.
17. By the poor education of health and safety as seen it as unnecessary or unimportant that indicates the negative culture.
18. As per the scenario the cinema manager does not even thinks that the health & safety is a decision making and so let their other priorities dedicated their actions.

19. By the accident the management of the company should have faced lot of financial and high insurance premium which they even can't afford this shows negative culture.
20. The rude behaviour of the worker at the ticket counter was poor level of communication, and control.
21. As per the scenario team leader was not enforcing safety standards and rules at the organization, instead was forcing worker to keep working on faulty stepladder That should have been replaced or repaired to prevent accident.

Reference take from: the given scenario &

<https://www.hseblog.com/negative-indicators-of-health-and-safety-culture-at-workplace/>

### **Task 3: Health and safety management systems – awareness and communication**

#### **Question 3**

The waterfront cinema has most likely failed to communicate requirements of HSMS to its workers are as follows:

1. The management did not effectively communicate Health and safety policy to workers are not aware of their company's health and safety policy.
2. The Cinema manager is very rude and unethical person, which is evident from most of the incidents like not listening to worker's problems that was likely failed to communicate HSMS requirements.
3. The management did not effectively communicate the risk assessment to the workers, the only risk assessment done was over two years ago which also had different cinema name and address on it.
4. The management did not effectively communicate how to use wobbling stepladder to workers and the safe procedure was also not discussed.
5. The management did not effectively communicate to the workers about the health safety management system at the workplace.
6. The management did not effectively communicate the health & safety training to workers in Waterfront Cinema, so the young worker was not aware of risk involved followed wrong practice of unsafe work as they banner at ceiling level.
7. The management did not effectively communicate the First Aid measures to the workers at the organization.
8. The management did not effectively communicate about previous accidents to the workers, recording of previous incident would have made other workers aware of the potential risks and what safety measures to follow.
9. The management did not effectively communicate the hight work training to workers as they were doing their job of tie the banner to ceiling.
10. The management did not effectively communicate the standards & rules of HSMS at waterfront cinema workers.

11. The management did not effectively communicate As roles and responsibility of the each workers & as per the scenario the worker were doing multiple work.
12. The management did not effectively communicate First aid training, was not delivered to the workers that likely failed the requirement of HSMS
13. The management did not effectively communicate the Workers feel pressurised as manager dismisses workers if they do not listen to him.
14. The management did not effectively communicate tool box talks to the workers & records were not found.
15. The management did not effectively communicate the consultation between manager and workers, even feedback is not taken seriously.

Reference taken from: the given scenario only

#### **Task 4: Top management commitment**

##### **Question 4 (a)**

The effective FCC is at demonstrating top management commitment are as follows:

1. As per the scenario the FCC has a good effective commitment towards level of health & safety management consisting of group of H&S directors, three regional heads & managing 5 safety advisers, with 15 health safety advisers who check around the country.
2. The commitment of the top-level management will create a positive environment which helps to encourage and motivate the workers participations to achieve the best practices of the organization.
3. The management commitment towards knowledge about the ongoing safety practices and have need to understand that are accomplished and have a good decision making power.
4. The top level management should commitment to compliance the requirement as per the scenario the health, safety policy & risk assessment have to be updated and must be implemented.
5. The top level management should have clear communication at all the time concerns to implement safety and management system have to keep safety as first priority.
6. The top level management commitment towards responsibilities in the peoples job description to improve the business plan where showing the enthusiasm towards workers and reduces workers turnaround.
7. The management commitment to conducting the safety programs and initiatives will regularly be evaluated the workers moral and top level management competency.
8. The management should take a commitment to safety and critical components of the safety aspects that refers to the workers participation and the top-level management support.

9. The top management should commitment to safety with teamwork which will provide the addition to knowledge, safety motivation and safety behaviour.
10. If the top level management commitment to support best practices by following health and safety management system at the waterfront cinema will helps to avoid legal punishments and fines
11. The management should take a commitment for following all the rules and the standards of health and safety management system with delivering as per job trainings that's helps to avoid direct and indirect cost of the accidents.
12. The top-level management should commitment to involve making good working environment will prioritize occupational health & safety, and if not complied they are responsible to HSMs issues.

Reference taken from : the scenario & <https://hsewatch.com/top-management-commitment-towards-occupational-health-and-safety/>  
<https://oshatrain.org/notes/2inotes04.html>

#### Question 4 (b)

The action that can be taken by the labour inspector are as follows:

1. The labour inspector would take legal action against the management with legal system like civil law if the worker got serious injury the manager & team leader of waterfront cinema should have to prove and justify why the injury happened to worker.
2. The labour inspector will investigate the waterflow cinema and where accident occurred at the place, as per scenario there was no proper system of work related to health & safety of workers that's what worker got injured, he will issue the improvement notice for non-repeating of injury.
3. The labour inspector ensures the management is complying at the workplace to reduce the rate of incident if not he can take an enforcement action while the visit of health and safety law.
4. Labour inspector can also take the management to criminal courts which may results in the type of punishment and fines at the criminal court that investigation complies with proper documentations.

Reference taken from : <https://www.hseblog.com/duties-of-labour-inspector-and-actions-that-can-be-taken-by-labour-inspector-following-inspection/>

### Task 5: Administrative control measures

#### Question 5

The administrative control measures to prevent a recurrence of the accident are as follows:

1. As per the scenario the trainings must be provided to the workers and the cinema manager, team leader at the organization that prevents the recurrence of the accident.

2. By implementing the health and safety procedures like safe operating procedure at the waterfront cinema will prevent the accident.
3. There was observed poor housekeeping by maintaining the proper waste management system and good housekeeping day to day at the waterfront cinema will prevent the accident.
4. As per the scenario at the working place (banner placing at ceiling) was going on and there was no sign board available or barricaded the working area by implementing sign board & barrication of area prevents the recurrence of accident.
5. Health and safety policy which is not displayed at the waterfront cinema and it was dated January 2018, by updating the policy & displaying in the cinema halls, informing workers about it will prevent accident.
6. The cinema manager at his office was smoking & hastily the cigarette to the fire extinguisher & there was no smoking policy implemented.
7. The providing trainings like work at height, manual handling, induction training, etc will prevent the accident level.
8. By implementing the frequently health and safety audits monthly, quarterly as per the standards the waterfront cinema will reduce the recurrence of accident.
9. The emergency response team was not there by implementing mock drill, guidance how to deal with emergency to workers & the managers will prevent recurrence of accident.
10. The emergency equipment's were not available at the waterfront cinema by having emergency equipment's will prevent recurrence of accident.
11. After the accident where the work was going on, area was not barricaded by implementing the area barrication/ unauthorised entry signs we can prevent recurrence of accident.
12. By implementing the good health and safety infrastructure at the workplace that will motivate workers, team leaders, managers at the waterfront cinema will prevent recurrence of accident.

Reference taken from: the scenario only.

## **Task 6: Individual and job factors**

### **Question 6 (a)**

The individual human factors are likely to influence behaviour of injured worker are as follows:

1. The competency of the worker was not seen that he was a young worker & even afraid to work at height and not having the work knowledge also.
2. The attitude of the worker was negative because the cinema manage to rudely & he has the reputation to dismissing workers most trivial things.
3. Knowledge of the worker at the working at height job was not efficient as he afraid of doing jobs & he was not even got any trainings and awareness in the organization.

4. Habit of the worker was also seems negative in the scenario because I had asked him about cinema manager office he rudely behaved with me and also ignored without paying attention.
5. As per the scenario the skill of the worker was not matched with current job activity for instance worker was forcefully asked by the team leader to perform banner hanging activity although which was not matched his skill set.
6. The perception of risk was not good enough of the worker which also influenced the behaviour of individual as I have seen in the scenario, he is not able to identify the precaution during job.

Reference taken from : RRC International UNIT IG-1, Element-3, Topic 3.3 , Page 3-19

#### **Question 6 (b)**

The job factors are likely to influence behaviour of injured worker are as follows:

1. Task: As per the scenario task performed by the worker was not matching with the job profile therefore commitment towards the job was not efficient hence this will influence the behaviour of injured worker.
2. Workload: as the worker was performing both job at a time, while performing the activity given by the cinema manager, he forcefully asked to perform the job & rude behaviour by team leader was also in his mind which will dramatically increase the workload at the organization.
3. Environment: in an waterfront cinema was not acceptable as I found dirty on the doors & the dustbin was full overloaded & the previous ticked waste fallen on the floor
4. Procedures: the procedure in the cinema hall was not adequate as I have seen the scenario several jobs performed by one worker and also there were no effective emergency procedures to rescue the worker after an accident.
5. Display and controls: as per the scenario the health & safety policy, sign boards regarding housekeeping, work at height, unauthorised entry ,were not displayed & also updated copy of risk assessment as a control measure was missing on the copy.
6. Ergonomics : as huge impact of workers daily activity which may influence the behaviour positively or negatively as per the scenario the ergonomic of old wooden ladder had negative impact on workers which cause injury.
7. Job instructions: it may have positive or negative impact on the worker if the job instruction conveyed properly, it can complete the job in much efficient way if this not it can transform into hazardous event also as per the scenario the instruction provided by the team leader was not appropriate.
8. Leadership: as per the scenario leadership quality was not acceptable whether it is cinema manager or team leader for instance the team leader was not able to properly communicated with the worker.

Reference taken from : RRC International UNIT IG-1, Element-3, Topic 3.3 , Page 3-18 to 3-19



## Task 7: Risk evaluation

### Question 7 (a)

Here we can use the risk matrix to demonstrate that how the risk level would not be acceptable when the ladder was used for the banner hanging activity the further explanation described below:

It is better to use the formula of risk to calculate risk in the job, as we know that

$$R=L*S$$

Where, R= Risk, L= Likelihood, S= Severity

As we can easily examine the critical hazards in scenario in the banner hanging activity which was not being able to mitigate before performing the job and the hazards are mentioned below:

1. Old wooden ladder
2. Incompetency
3. Improper first aid
4. Untrained worker
5. Negative job pressure

On the basis of these critical hazards, I have come to know that cinema manager did not mitigate the hazards (as shown above in the scenario) from the job, which increase the chance of risk to the workers and the management of waterfront cinema and also shown that the risk is unacceptable in the organisation.

we consider that likelihood of accident is very likely-3 because the banner hanging activity is very common for the cinema houses, and it is required to put new banner on every week or as per cinemas and the severity would be major injury-3 because it has included the high-risk work at height activity.

The further calculation regarding risk is demonstrated below.

$$R= L*S$$

$$R \Rightarrow 3*3 = 9 \text{ (Risk Level)}$$

So, according to the risk matrix we are at high level.

Hence it is proved that the risk level is not acceptable.

Reference taken from: RRC International UNIT IG-1, Element-3, Topic 3.4, Page 3-34

### Question 7 (b)

Here we can use the risk matrix to demonstrate that how the risk level would be acceptable when the ladder was used for the banner hanging activity if a different form of ladder was to be used the further explanation described below:

It is better to use the formula of risk to calculate risk in the job, as we know that.

$$R=L*S$$

Where, R= Risk, L= Likelihood, S= Severity

If we introduced different sort of access equipment (such as mobile scaffolding as given in question) along with some additional sort of mitigations as precaution. Then we can easily control the risk and make it acceptable. The additional precautions are as follows:

1. Scissor lift
2. Fall protection device
3. Competent worker
4. Proper trainings

5. Vertigo test
6. First aider

we consider that likelihood of accident is very likely-1 because the old wooden ladder was replaced with the new & advance access equipment, and other precaution was also implemented (as points mentioned above), which will compulsorily reduce the chance of falling and the severity would be first-aid injury-2 because it has implemented the idea of mobile scaffolding, fall protection device, etc. which will slightly reduce the level of severity. The further calculation regarding risk is demonstrated below.

$$R = L \times S$$

$$R \Rightarrow 1 \times 2 = 2 \text{ (Risk Level)}$$

So, according to the risk matrix we are at level low.

Hence it is proved that the risk is acceptable.

Reference taken from: RRC International UNIT IG-1, Element-3, Topic 3.4, Page 3-34

<b>Your total word count*</b>	3061
-------------------------------	------

*\* please note that this form already has 284 words (excluding text boxes and footers), which you can deduct from your total amount if you are using your word processor's word count function.*

<b>Documents and sources of information you used in your examination</b>	<i>Task 1 , reference taken from : the given scenario only</i>
	<i>Task 2, reference taken from : the given scenario and <a href="https://www.hseblog.com/negative-indicators-of-health-and-safety-culture-at-workplace/">https://www.hseblog.com/negative-indicators-of-health-and-safety-culture-at-workplace/</a></i>
	<i>Task 3, Reference taken from :the given scenario only.</i>
	<i>Task 4.(a) <a href="https://hsewatch.com/top-management-commitment-towards-occupational-health-and-safety/">https://hsewatch.com/top-management-commitment-towards-occupational-health-and-safety/</a> &amp; <a href="https://oshatrain.org/notes/2inotes04.html">https://oshatrain.org/notes/2inotes04.html</a></i>
	<i>Task 4 (b) <a href="https://www.hseblog.com/duties-of-labour-inspector-and-actions-that-can-be-taken-by-labour-inspector-following-inspection/">https://www.hseblog.com/duties-of-labour-inspector-and-actions-that-can-be-taken-by-labour-inspector-following-inspection/</a></i>
	<i>Task 5. Reference taken from: the scenario only.</i>
	<i>Task 6 (a) Reference taken from : RRC International UNIT IG-1, Element-3, Topic 3.3 , Page 3-19</i>
	<i>Task 6 (b) Reference taken from : RRC International UNIT IG-1, Element-3, Topic 3.3 , Page 3-18 to 3-19</i>

	<p>Task 7(a)- RRC International UNIT IG-1, Element-3, Topic 3.4 , Page 3-34</p> <p>Task 7 (b) - RRC International UNIT IG-1, Element-3, Topic 3.4 , Page 3-34</p>
--	---

### **End of examination**

Now follow the instructions on submitting your answers in the NEBOSH *Open Book Examinations: Technical Learner Guide*. All Open Book Examination guidance documents can be found on the NEBOSH website: <https://www.nebosh.org.uk/open-book-examinations/resources/>.