FEEDBACK TUTORIAL LETTER

2nd SEMESTER 2019

Test 2 Memo

Occupational Health and Safety
(OSH420S)
Dear Students

This serves to give feedback to your performance in Test 2. The purpose of this feedback is, inter alia, to make certain observations regarding your answers to the questions as contained in Test 2, in an attempt to guide you to find the most appropriate answers and/or solutions. This feedback can also assist you in doing better in Test 3. Overall, you performed very well. Thirty eight (38) students wrote the test. 36 passed the test and only two students failed. The highest grade obtained is 93 %. Congratulations to Student no 219000433, Mr E Kalenga for performing so well. The lowest grade scored is 49 % and the Group Average is 69 %.

General Observations and Guidelines for answering questions:

- Read the question thoroughly before you attempt to write the answers.
- Use the mark allocation to determine the number of answers that you will write. In other words, if total marks for a question is 2, it will mean that you have to write at least 2 answers, if it is ten marks, it warrantees ten answers.
- Study the action verbs carefully as it will give you an indication of what the instruction is. For example, to discuss mean that you will have to elaborate on your answer. Please see the clarification below of the different verbs that are commonly found in test papers:
- Exam, Tests and assignment questions typically contain one or more key question words. Watch for and circle these key words whenever you read the questions.
Content
The test focused on Occupational Health and Safety in the workshop. You had to demonstrate an understanding of the safe working conditions in a workshop/workplace, potential hazards and unsafe working procedures, safety procedures to be followed in case of potential dangerous situations that might occur in the workshop/workplace as well as the safety procedures in cases of fires breaking out. Also these topics are generally covered in a safety / training program. Please study them carefully.

The Memorandum below will give you an indication of possible answers for the test.
OCCUPATIONAL HEALTH AND SAFETY TEST [OSH420S]

TEST 2 - MEMORANDUM

30 SEPTEMBER 2019

TIME: 2 HOURS

MARKER TUTOR: MS. BERNADETTE CLOETE

MODERATOR: MR. SIMON MUBIANA

TOTAL MARKS: 50

INSTRUCTIONS

• Answer all questions on the space provided.

• A Neat and legible handwriting will count in your favour.
QUESTION 1

There are five (5) major hazards, which can put both your health and safety at risk in the workplace. Give practical examples of FOUR (4) hazards but relevant to your occupational area/trade. EXAMPLE: Job design – Stress. (4)

Chemical
- Vapours and fumes such as welding fumes that enter the body through inhalation
- Liquids such as cleaners, acids and paints can be absorbed through intact or broken skin or can be swallowed when workers eat or smoke with contaminated hands

Physical hazards
- Excessive noise
- Poor electrical wiring
- Badly stacked materials
- Smoking in the workshop
- Electrical leads lying around
- Poor Job design

Biological hazards
- Dirty machine
- Cutting/cooling oils or fluids

Psychologically
- Inappropriate behaviour
- Stress

QUESTION 2

What type of accidents can happen as a result of these hazards that you have identified in Question 1. Example: Stress can cause concentration loss resulting in injuries. (5 x 2 = 10)

Chemical
- Vapours and fumes such as welding fumes that enter the body through inhalation
- Liquids such as cleaners, acids and paints can be absorbed through intact or broken skin or can be swallowed when workers eat or smoke with contaminated hands
Physical hazards
- Excessive noise in a work environment may damage hearing
- Poor electrical wiring can cause electric shock
- Badly stacked materials can fall and injure workers
- Smoking in the workshop can cause fire hazards
- Electrical leads lying around can cause electric hazards
- Poor job design can cause stress

Biological hazards
- Dirty machine – spray of oils can be inhaled
- Bacteria can cause breathing problems

Psychologically
- Inappropriate behaviour can cause people to be distracted, or could be injured by machinery and tools
- Stress can cause concentration loss resulting in injuries

QUESTION 3 (4 Marks)
True or False Questions (Defend your answers with reasons [2 marks each]).

a) If an employee who has worked for a company for many years is relocated to a different department, they considered a new worker, and should undergo safety orientation and safe work procedure training again.

True: Any worker who is affected by a change in the hazards of a workplace, or relocated to a new workplace should undergo safety orientation and safe work procedure training again.

b) If you leave a company, and a few months later get re-hired for the exact same job position, you considered a new worker, and should undergo safety orientation and safe work procedure training again.

False: If the job position you are returning to has not changed at all since you left, you would not be considered a new worker in this case and should not undergo safety orientation and safe work procedure training again. 
QUESTION 4
When putting together a training plan for new or young workers, what topics should be included in the training? Mention any three topics:  

Any three from the answers below:
Working alone, violence in the workplace, PPE, first aid, emergency procedures, rights & responsibilities, right to refuse unsafe work, bullying & harassment, job specific training, safe work procedures, accident investigation, job specific hazards.

QUESTION 5
Look at the picture below. Identify two examples of unsafe acts and two examples of unsafe conditions. Explain how each of them can lead to an accident and what needs to be done to prevent an accident from happening. [12]
Examples of two unsafe acts: [1 mark each]
Example of two unsafe conditions: [1 mark each]
Explaining how each can lead to an accident: [2 marks each]
Explaining what needs to be done to prevent an accident from happening: [2 marks each]
Unsafe acts – smoking in the workshop, working with a screwdriver on a machine that is connected, fixing a bulb while standing on a table, carrying a heavy load of books, somebody failing to use the proper storage facilities.

Other examples are: Not using protective equipment or clothing such as safety footwear or eye protection, not following safety procedures, not maintaining tools and machinery, not electrically isolating a machine before working on the electrical wiring, not using safety guards or interlocks on machines, not reporting things that are wrong with machine or tools, not tidying the workshop, etc. See page 19 for further examples.

Unsafe conditions - Blocking the fire exit, water spills on the floor, rubbish bin full of rubbish, food stored on a cupboard, loose electrical cables, lack of proper storage facilities. See page 19 in your Study Guide for more examples.

Unsafe Acts and conditions can cause an accidents. Accidents can range from fires, falling and tripping, etc.

The precautions to prevent this happening are:

- Safety inspections should be carried out by the Safety Inspector
- Safety rules and regulations must be followed
- Faults must be reported immediately

Please read pages 19 – 21 in your Study guide for better understanding.

**QUESTION 6**

Personal protective clothing and equipment are any items of clothing or equipment worn by a person to protect him/her against hazards that can be harmful to an exposed body. Identify any five types of Personal protective clothing and equipment from the pictures below but relevant to your occupational area that you should wear in your workplace. Mention the reasons why it is important to wear these. (10)
• Safety helmet to protect the head from falling objects
• Gloves to protect the hands from cuts, burns, grazes, chemical hazards and when cooking or handling food.
• Earmuffs to protect the ears from excessive noise which could cause hearing damage
• Safety boots to protect the feet from chemicals and heavy objects
• Apron to protect the body from welding sparks, etc.
• Overall to protect the body from dirt, chemicals, dust, hot and cold temperatures
• Safety glasses and goggles to protect against a variety of hazards including flying objects (from grinding and sawing), radiation from welding, chemical splash (solvents and acids)

See pages 75 – 78 in your Study Guide

QUESTION 7
What are the procedures to be followed when a part of a woodworking machine has become very hot and wood dust begins to ignite? (3)

Turn of the power supply if possible
Use a Class C extinguisher to starve the fire of oxygen if the power cannot be turned off
Use a Class A extinguisher to cool the burning wood dust if the power is turned off
QUESTION 8
As an instructor, your responsibility is to keep yourself, your students and your colleagues’ safe until help arrives. Explain to a new instructor/employee how to handle an emergency such as a fire. (4)
Move everybody out of the area to the assembly points, using predetermined evacuation procedures.
Contact professional assistance, such as the fire department and ambulance service
Get responsible people to cordon off the area and to keep unauthorised people away and assist in directing the emergency services. If possible, use brightly coloured notices to indicate which places are safe to enter. When professional help arrives, your job is to give them as much as information as possible about the accident or emergency. Follow the instructions they give you.

TOTAL MARKS: 50
END OF TESTS