

ASSESSMENT RECORD (For Educators) – LESSON 1



Candidate Name Engel Mateo

Date 15/3/17

Record the results of the assessment in the boxes below, with additional comments as required. Indicate whether the student has been assessed as “Competent” (C) or “Not Yet Competent” (NYC). Multiple attempts can be permitted.

BSBWHS201A Elements	C	NYC	Comments
2.1 Identify <i>designated persons</i> for reporting queries and concerns about safety in the workplace	✓		
2.2 Identify existing and potential <i>hazards</i> in the workplace, report them to designated persons, and record them according to workplace procedures	✓		
3.3 Take actions to eliminate workplace hazards and reduce risks	✓		
<p>The candidate has been informed of the assessment result and the reasons for the decision.</p> <p>Assessor <u>Craig Blair</u> Date <u>15/3/17</u></p> <p>I have been informed of the assessment result and the reasons for the decision.</p> <p>Candidate <u>Engel Mateo</u> Date <u>15/3/17</u></p>			



SAFETY PASSPORT CERTIFICATE (For Students) – LESSON 1

Once **all the competencies** have been met for this lesson, students can have their teacher/trainer sign the certificate below, then cut out and insert the certificate into their personal Safety Passport.

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: right; font-size: small;">PTO for more details</div> </div> <p>This card is evidence that <u>Engel Mateo</u> from <u>NLSC</u> has successfully completed Lesson 1 of the SmartMove Safety Passport program</p> <p>Date <u>15/3/17</u></p> <p>Educator Signature <u>[Signature]</u></p> <div style="text-align: right;"> </div>	<p style="text-align: center;">Competencies of Lesson 1</p> <p style="text-align: center;">(Spot the Hazard, Assess the Risk)</p> <p>2.1. Identify <i>designated persons</i> for reporting queries and concerns about safety in the workplace</p> <p>2.2. Identify existing and potential <i>hazards</i> in the workplace, report them to designated persons, and record them according to workplace procedures</p> <p>3.3. Take actions to eliminate workplace hazards and reduce risks</p>
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Workplace Hazard Assessment

Assessor	<u>Chad Mateo</u>	Location	North Lake Senior Campus	✓
Company/Workplace	<u>Virtual Hotel</u>	Date	February 22, 2017	

Hazard Type (Spot the Hazard)	Immediate Danger (Assess the Risk)	Suggested Control (Make the Change)
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Electricity	Live wires	Call or ask an electrician for help	✓
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Noise	Excessive loud noise	Provide PPE or eliminate the risk	✓
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Slips, Trips & Falls			
- Spills & wet floors	Slippery	Mop the floor, wear non-slippery boots and put a warning sign	✓
- Working at heights	Falling accidents	Make sure to wear proper PPE or harness	✓
- Obstacles	Trip over	Always organise anything	✓

Hazardous Substances			
- Liquids	Flammable & Combustible	Store properly or be careful while using and wear PPE	✓
- Dust	N/A	N/A	
- Fumes	Polluted or poisoned air	Wear safety Gas Mask or turn on exhaust fan	✓
- Bacteria & Mould	Poisonous material/substance	Terminate any possible harmful germs	✓
- Body Fluids	N/A	N/A	✓

Manual Handling			
- Moving heavy loads	Fractures or deadly accidents	Use any trolley or lifting machine if available	✓
- Repetitive motions	Stress and poor posture	Have a small break or ask the head person for a different task	✓
- Awkward posture	Body pain	Take a break when you feel uncomfortable	✓

Mechanical Equipment

- Vehicles	Crash accidents	Learn all the safe procedures of handling work vehicles	✓
- Moving Parts	Machine Problem	Always lubricate parts that requires it	✓
- Pressurised Items	Explosion	Check regularly if it doesn't reach the maximum pressure level	✓
- Excessive heat or cold	Over heating or freezing	Examine if it's on the right temperature	✓

Personal Safety

- Stress	Depression	Have a relaxation time to reduce stress	✓
- Fatigue	Passing out	Prioritise rest	✓
- Bullying	Anxiety	Ask or get some help from an authorise person	✓
- Violence	Injuries or even death	Tell the head person about it	✓