

Unit 537 – Monitor Procedures to Safety Control Work Operations

Guided Learning Hours: 30

Learning Outcome	Assessment Criteria
1. Check that health and safety instructions are followed	<ul style="list-style-type: none">1.1 keep up to date with health and safety regulations and workplace instructions, making sure that information is from reliable source1.2 conduct their monitoring of workplaces at agreed intervals and in accordance with workplace instructions1.3 confirm that worker health and safety competence is up-to-date1.4 confirm that the health and safety training needs of other people have been identified and met1.5 effectively communicate workplace instructions to other people and obtain feedback from them1.6 respond promptly to any breaches of health and safety instructions in a way which meets workplace and legal requirements1.7 make recommendations for changes to workplace instructions to the responsible peoplemaintain records relating to health and safety matters that1.8 a) comply with legal and workplace requirements, and b) are accessible to those who are authorised to use them
2. Make sure that risks are controlled safely and effectively	<ul style="list-style-type: none">2.1 keep accurate and legible records of workplace risks identified or reported to them2.2 report the existence of hazards in accordance with workplace health and safety

	<p>instructions</p> <p>2.3 confirm that appropriate precautions to control these risks have been agreed with the people responsible for health and safety</p> <p>2.4 confirm that the precautions are in accordance with legal and workplace health and safety instructions</p> <p>2.5 check that other people are aware of the risks and know the actions to be taken to minimise them</p> <p>2.6 review the operational controls to make sure that workplace hazards are eliminated or controlled</p> <p>2.7 report promptly and accurately any conflicts which still exist between workplace and legal requirements to the people responsible for health and safety</p>
3. Know and understand how to monitor procedures to safely control work operations	<p>3.1 Demonstrate they know and understand:</p> <p>3.2 the employers' and employees' main legal responsibilities for health and safety in the workplace</p> <p>3.3 their responsibilities for health and safety as defined by any specific legislation covering your job role</p> <p>3.4 the scope of their job, their competency and capabilities</p> <p>3.5 the work areas and the people for whom they have responsibility</p> <p>3.6 the difference between a hazard and a risk</p> <p>3.7 the particular health and safety risks which may be present in their own job role and the precautions to take.</p>

	<p>3.8 why they should remain alert to the presence of hazards in the work place</p> <p>3.9 why they should promptly deal with or report hazards and risks in the workplace</p> <p>3.10 the specific health and safety arrangements covering their job role</p> <p>3.11 the health and safety instructions at their workplace</p> <p>3.12 how to keep health and safety records</p> <p>3.13 effective communication methods</p> <p>3.14 effective methods of monitoring other people's activities and communicating results</p> <p>3.15 agreed intervals for monitoring health and safety compliance</p> <p>3.16 hazard notices and alerts relevant to their work</p> <p>3.17 reliable sources of health and safety information</p>
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