



SHE REPRESENTATIVE

FORMATIVE ASSESSMENT

C/NYC

LEARNERS NAME:

LEARNER ID NUMBER:

Module #	226302001-KM-01
NQF Level	level 2
Notional hours	90
Credit(s)	Cr 9
Curriculum Code	226302001
SAQA QUAL ID	99714
Qualification Title	Occupational Certificate: Safety, Health and Quality Practitioner (Occupational Health and Safety Practitioner); L5-256 credits

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Instructions for this Workbook

This workbook contains a number of formative assessments that are conducted during the facilitation process. Some of these assessments are individual assessments and some are group assessments.

Where formative assessments are conducted in groups, each individual member of the group must complete the assessment in the workbook because these workbooks are submitted to the facilitator at the end of the learning programme for assessment and become part of your portfolio of evidence for the learning programme.

Please complete the following information:

Candidate information	
Name	
ID Number	
Telephone number	
Assessor details	
Name	
Registration number	

Learning Outcome

At the end of this section, learners should cover:

- KT0101 Explain the purpose of the Occupational health and Safety representative: a. Functions as described in the legislation; b. Rights and duties of the employer and employees regarding occupational health and safety; c. Rights and powers of health safety representatives.
- KT0102 Describe the process for appointing Occupational Health and safety representatives: a. Negotiation and consultation process; b. designation of the working places; c. Qualification requirements of representatives; d. Election and appointment of the representatives.
- KT0103 Explain the functions of the occupational Health and safety Committees: a. Structure of the various committees; b. Rights and powers of the Occupational Health and Safety committees; c. Legal obligation to support the work of the committees. e. The importance of compliance with the relevant legislation

Formative assessments section 1

Self assessment

List 2 benefits of good housekeeping? (2)

Name 2 types of hazards encountered in the workplace. (2)

Distinguish between unsafe acts and conditions. Tick the appropriate box: (10)

Example	Act	Condition
Flammable substances in a hot work area.		
Tools and equipment in poor state.		
A tree branch overhanging a power line.		
Worn tyres on a company vehicle.		
Driving a company vehicle with worn tyres.		
A swarm of angry bees in a hive outside the office.		
Disturbing the angry bees in the hive.		
Taking medicine of which, the expiry date has lapsed.		
Storing paraffin in an unlabelled "Sprite" bottle.		
Pushing a Portable electrical tool beyond it recommended revolutions		

Explain the importance of the following PPE. (2)

Ear Protection	
Safety Glasses	

Formative assessments section 2

Name the three elements that must be present in order to cause a fire. (3)

List 3 potential fire hazards. (3)

List two workplace emergencies (2)

Answer the following True or False questions. (Mark the correct answer with an X) (10)

1. When using an angle grinder, it is important to ensure the prescribed/recommended revolutions per minute is not be exceeded.

True	<input type="checkbox"/>	False	<input type="checkbox"/>
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2. No stack may be higher than three times its width, measured at the narrowest part of the stack.

True	<input type="checkbox"/>	False	<input type="checkbox"/>
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3. All walkways, stairs and emergency exit MUST AT ALL TIMES be kept clear of any obstruction.

True	<input type="checkbox"/>	False	<input type="checkbox"/>
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4. Section 14 of the OHS Act outlines the Employers responsibilities.

True	<input type="checkbox"/>	False	<input type="checkbox"/>
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FACILITATORS FEEDBACK

Learners Name	
Overall Marks	/60
Facilitators Feedback	<p>.....</p> <p>.....</p> <p>.....</p> <p style="text-align: right;">Signature: Date:</p>
Learners Response	<p>.....</p> <p>.....</p> <p>.....</p> <p style="text-align: right;">Signature: Date:</p>