

Igc 1and2 sample essay



**ASSIGN
BUSTER**

IGC - 1 (Management of NO KEYWORD TOPIC ELEMENT 1 Accident Reason for preventing Accident IGC1 Element 1 2 Accident Data IGC1 Element 7 3 Accident Information IGC1 Element 8 4 Accident Investigate IGC1 Element 8 5 Audit Advantages and Disadvantages IGC1 Element 7 6 Audit Findings IGC1 Element 7 7 Cause Immediate and Root (underlying) IGC1 Element 8 8 Committee Benefits IGC1 Element 3 9 Communication Barriers IGC1 Element 4 10 Contractor Selection IGC1 Element 3 11 Cost Direct and Indirect Cost IGC1 Element 1 12 Definition

Health, Safety, Welfare, Environmental Protection, Occupational accidents, Dangerous Occurrence, near misses, Work related ill health commuting accidents, Hazards and risk. IGC1 Element 1 13 Definition Attitude, Aptitude, Perception and Motivation IGC1 Element 4 14 Definition Risk IGC1 Element 5 15 Definition Safe System of Work Inspection and Audit IGC1 Element 6 IGC1 Element 7 16 Definition 17 Hierarchy of Control Control IGC1 Element 6 18 Information Types IGC1 Element 6 19 Monitoring Active (proactive) and Reactive IGC1 Element 7 20 Permit to Work Types IGC1 Element 6 21 Responsibility Worker IGC1 Element 1 22

Risk Assessment Review IGC1 Element 5 23 Risk Assessment Stages IGC1 Element 5 24 Risk Assessment Selecting Individual IGC1 Element 5 25 Safe System of Work Sources of Information IGC1 Element 6 26 Safety Culture Improve IGC1 Element 4 27 Safety Culture Factors IGC1 Element 4 28 Safety Management System Elements IGC1 Element 1 29 Safety Policy Purpose IGC1 Element 2 30 Safety Policy Arrangement IGC1 Element 2 31 Safety Policy Review IGC1 Element 2 32 Standards of HSE Reason for maintaining IGC1 Element 3 33 Training Improve IGC1 Element 4 34 Training Programs

IGC1 Element 4 35 Transport Long Distance IGC1 Element 5 6 Visitors Risk to visitor IGC1 Element 3 anagement of International Health and Safety)

QUESTION 2. Explain the three good reasons for preventing accident in the workplace (8) 5. Explain how accidents data can be use to improve health and safety performance within an organization 1. Identify the information that should be included in an accident/incident investigation 3. Give four reasons why the accidents should be investigated. 2. Identify the advantages and disadvantages of carrying out a H & S audit of an organization activities by 4. Explain how the findings of an audit may be used to improve H & S performance . Outline the possible immediate causes and possible underlying (root) causes of the accidents 3. Outline the benefits to an organization of having a H & S Committee (8) 2. Identify the barriers to effective verbal communication (8) 4. Identify the procedures for the selection of contractor (8) 1. Identify the possible cost to an organization following an accident in the workplace (8) 3. Define: Health, Safety, Welfare, Environmental Protection, Occupational accidents, Dangerous Occurrence, near misses, Work related ill health commuting accidents, Hazards and risk. (2) 4.

Define Attitude, Aptitude, Perception and Motivation (2) 3. Explain using the examples the meaning of the term risk 5. Give meaning of term Safe system of work 3. Outline the key features of a H & S Inspection and a H & S audit 3. With respect to the management of risk within the workplace a. Explain the meaning of the term hierarchy of control b. Outline with examples the standard hierarchy that should be applied with respect to controlling H & S risk in the workplace 1. Identify four types of Health and Safety information

that could be displayed on a notice board within a workplace . Identify a. Four active b. Four reactive Means which an organization can monitor its H & S performance. 4. Give the meaning of the term permit to work a) Identify three types of work that may require a permit to work and give the reasons while in each case 5. Explain: a.) Workers responsibility (4) b.) Workers Rights (4) 1. Outline reasons for reviewing a risk assessment (8) 2. Outline the key stages of general risk assessment 5. Outline the factors that should be considered when selecting individuals to assist in carrying out risk assessment in the workplace 2.

Identify the eight sources of information that might usefully consulted when developing a safe system of work 1. Outline the ways in which the H & S culture of an organization might be improved (8) 5. Explain the factors influencing Safety Culture (8) 4. Explain the key elements of a health and safety management system. (8) 1. Outline the purpose of an organizations having an health and safety policy (8) 2. Outline the issues that are typically included in the health and safety arrangements section of a policy (8) 3. Outline the circumstances that would require a health and safety policy to be reviewed (8) 2.

Outline reasons for maintaining good standards of Health and safety within an organization (8) 3. Explain the variety of training methods a trainer could use to improve the effectiveness of worker training H & S (8) 6. Outline how induction training programmers for new workers can help to reduce the no. of accidents in the workplace (8) 4. Outline the factors to be consider when assessing the risk of long distance transport vehicle driver 1. Give reasons: a. why visitors to a workplace might be greater risk of injury than workers (4)

b. Identify the precautions to be taken to reduce the risk of injury to visitors to a workplace (4) tional Health and Safety) ANSWER a) Moral -Injury accidents result in a great deal of pain and suffering for those affected. A worker should not have to expect that by coming to work life or limb is at risk, nor should others be adversely affected by the worker's undertaking b) Social - In many countries it is a specific legal requirement to safeguard the health and safety of workers and others that might be affected by the organization's operations c) Economic - Accident at work cost a great deal of money. Especially when we add in damage accidents.

Employers also sustain costs in the event of an accident at work Accident data could be use to improve Health and safety performance thorough various way. While investigation of accident, we could find deficiency of existing HSE system to prevent reoccurrence of similar accident. And incident data could give awareness to worker utilized by Safety alert. -People involved - Data and time - Location - Method of work activities - Result of risk assessment - Existing prevention measure - proper supervision -To avoid reoccurrence - Analysis cost - Claim The insurance - for notifying authorities . An internal auditor Advantage 1) Ensure local acceptance to implement recommendations and actions 2) Familiarity with the workforce including their strength and weakness 3) Relatively low cost and easier to arrange Disadvantage 1) May not possess audit skill 2) May be subject to pressure from management and time consultation 3) The auditor may also be responsible for implementation of any proposed change and this might inhabit recommendations because of the effect on workload. b.

An external auditor Advantage 1) Auditor will have a range of experience of different types of work practices 2) Not inhibited by criticism 3) Will see the organization's performance without prior bias Disadvantage 1) Need to plan well to identify nature and scope of the organization HSE audit is useful method to improve H&S performance. Through HSE audit finding we could know deficiency of HSE system. Through H&S observation, we could give awareness to employee about importance of HSE The cause of injury should be identified.

Immediate cause generally related to unsafe condition and unsafe act itself. However Underlying causes could include lack of understanding, training, inadequate equipment and so on. So underlying cause includes management system failure. 1. A clear management commitment 2. Clear objective and functions 3. An even balance between management and employee representatives 4. Regular meeting at a frequency that reflects the matter to be discussed. 5. Access to health and safety expertise 6. Effective publicity given to discussions and recommendation, including posting/displaying copies 7.

Speed decision by management on recommendation promptly translated into action and effectively publicized. 1. Noise 2. Complexity of information 3. Language 4. Ambiguity 5. Use of technique, terminology 6. Mental - difficulty in understanding requirement 7. Inexperience 8. Inattention - distraction 1. Identification of suitable bidder (Insurance detail, reference from previous client, incident record. Status and depth of implementation of HSE policy, Detail of any prosecutions, Competence of workers) 2. Identification of hazard within the specification 3.

Checking of bids (health and safety aspects of) and selection of contractor 4. Contractor's agreement to be subject to client's rules 5. Management of the contractor on site 6. Checking after completion of contractor

a) Direct Cost -
 - Lost time of injured worker and any continued payment to workers or family
 - Damage to the equipment, tools, property, plant or materials - Time and materials to clean up after the incident - Insurance, indemnity or compensation payments - Court costs - Fines

b) Indirect Costs - Lost time by other workers who stop work or reduce performance - Lost time by supervisor or other managers. Interference with production leading to failure to fill orders on time, loss of bonuses, penalty

a) Health - A state of well being
 b) Safety - Absence of danger of physical harm
 c) Welfare - Facilities for workplace comfort
 d) Environmental Protection - A measure used to prevent harm to the environment of the world
 e) Occupational accidents - An unplanned, uncontrolled event which led to, or could have led to loss
 f) Dangerous Occurrence - Readily identifiable event as defined under national laws and regulations, with potential to cause an injury or disease to persons at work or the public
 g) Near miss - An accident that results in no apparent loss
 h) Work related ill health - Harm to a worker's health caused by their work
 i) Commuting accidents - Accident occurring on the direct way between the place of work and worker's residence
 j) Hazard - Something that has the potential to cause harm
 k) Risk

Attitude The tendency to respond in a particular way to a certain situation

Aptitude A tendency to be good at certain things Motivation The driving force behind the way a person acts in order to achieve a goal Perception of risk

The way that a person views a situation The definition of Risk is as below -

Combination of the likelihood and consequences of a specified hazardous event occurring. For example, if knives are used by a doctor, risk will be low. However, if the same situation is handled by children, risk will definitely be high. That's because the consequence and likelihood are so high. The integration of people, equipment and materials in the correct environment to produce the safest possible conditions in a specific work area. This means that all work must be conducted in a safe way, but does not require that all work has to be prescribed in a written form. For H&S inspection, it is to check any one particular aspect of the H&S system in the workplace to ensure the workplace is safe.

And H&S audit is to check the whole H&S system from A to Z to make sure whether HSEMS is efficiently implemented or not. a) (ERICPD) - Generally there are 6 steps for Hierarchy of Control: Elimination, reduction, isolation, Control, PPE and disciplinary action. b) Let's assume that we use toxic material. First of all, if we use other material instead of toxic material, we could "eliminate" the hazard. If a competent person uses toxic material instead of an incompetent person, we could call it "Reduce". Only authorized persons are allowed to enter, which means "Isolation". And based on MSDS, we should give proper PPE. If a worker breaks the rule or doesn't follow the standard, we can use "disciplinary action" to prevent recurrence of observations.

Legislation - Accident Statistics - COMPANY policy statement - General hazards and Control - Names of appointed first aiders. a. Four active - Routine procedure to monitor specific objectives - Systematic inspection of premises, plant, and equipment by supervisor, maintenance staff - Environmental monitoring and health surveillance - The operation of an audit system. b. Four reactive - Identification - Reporting - Investigation - Collation of data and

statistics, on the event Set out the work to be done and precautions to be taken Predetermine a safe drill Must be formal Cold work permit is required when It doesn't generate ignition source by work Hot work permit is required when it generate ignition source by work Confined Space work should be get additional permit.

Because it can be provided proper gas testing, lighting, access and egress a) Workers responsibility 1) Duty of care by themselves as well as colleague who affected by the work. 2) Stop the activities if a condition is unsafe 3) Follow HSE rules and regulation and know HSE policy in site. b.) Employers responsibility (4) 1) Employers shall be required to ensure that, so far as is reasonably practicable, the work places, machinery, equipment and process under their control are without risk to health 1) Employers shall be required to ensure that, so far as is reasonably practicable, the work places, machinery, equipment and process under their control are without risk to health Any change to a workplace, process or task/activity should be subject to risk assessment.

Example of circumstances that would require the re-evaluation of the validity of a risk assessment are: - Change in method of activities - Change in legislation - Change in organization - The introduction of new plant or technology - As time passes - When the results of monitoring are adversely not as expected There are 5 stage of general risk assessment as below - Identify the hazards - Decide who may be harmed and how - Evaluate risk & existing precautions - Record finding - Review assessments The factor for Individual to assist in carrying out risk assessment in workplace listed below.

1. Experience
2. Knowledge
3. Competence
4. Communication
- 5.

Commitment Statutory instrument, ACOPS, HSE guidelines in territories where applicable. Result of risk assessment - Accident Statics - Manufactures information - European and international official standard

Developing and promoting a positive safety culture is an important aspect of health and safety management. A safety culture is an intangible thing, which has tangible manifestations. 1. Effective communication 2. Leadership and commitment 3. Equal priority 4. Incident investigation 5. Consultation 6. Specific tangible outputs indicator

There are the 3 major factors influencing safety culture such as individual differences, Job and organizational factor. 1) Individual Factor - Experience in the womb - Family influence - Education - Ageing 2) Job factor - Identification and comprehensive analysis of the critical tasks expected of workers and appraisal of likely errors. Provision of correct tools and equipment - Efficient and suitable communications - Scheduling of work patterns 3) Organizational factor - Clear and evident commitment from the most senior management downwards. - Procedure and standard for all aspects of critical work 1) Policy - This is commitment of top management level. It should be distributed/circulated to all employees. 2) Organising - Organizations that achieve high health and safety standards are structured and operated so as to put their health and safety policies into effective practice. 3) Planning and implementation - A planned and systematic approach to policy implementation. They use risk assessment methods to decide priorities and set objectives for hazard elimination and risk reduction. 4) Evaluation - Monitoring, review, measurement, investigation 5) Audit - External audit / Internal audit 6) Action for improvement - Arrangement for preventive and corrective action resulting from health and safety management of The policy of an organization is to

measurement, include health and safety The purpose system performance monitoring and create a structure to its approach to health and safety - The OSH policy should include, as minimum The following key principles and objectives 1) To making the policy concise, clearly written, dated and made effective by the signature or endorsement of the employer or most senior accountable person in organization - 2) To ensure it is communicated to all person working under the control of organization and policy is readily accessible to all person at place of work Allocation of finance for health and safety - Planning - Organizing - Consultation - Control of The hazard - Communication - Competence - Accident and hazard reporting - Monitoring compliance Significant change of circumstances may lead to a need to review the policy.

For example, the passage of the time, organizational and legal changes the results of major accidents. As time passes the arrangements for control of health and safety are influenced by workers finding different ways of doing the same thing. Change in organization has a specific bearing on the arrangements. For example, if reporting of an accident is set out in the policy and in relation to a certain worker's post. This may be influence by a reorganization that removes the position. Legislation changes periodically and it is fair to say main reasons for maintaining good standard expectation. This may mean are Social, The three it usually reflects a strengthening of society of HSE within organization that specific Moral and Economic.

The moral issues will be to provide a reasonable standard of care and to reduce the injures, pain and suffering caused to workers by accidental and ill-health The social aspect will be to avoid enforcement action and civil

claims. Economic benefits will be a more motivated workforce will resulted in increased production rates, the avoidance of direct costs from accidents

There are various communication measures available. - Notice Board - Poster Campaign - Role play - Case study - Tool box talks - Film and video - Employee handbook Induction training for new worker gives the necessary information to new worker as below 1. First aid procedures and facilities 2. Usage of PPE 3. Welfare facility 4. Fire and emergency procedure 5. Safety policy

When assessing the risk of long distance transport vehicle driver, following factor should be considered. Rest period, Condition of road, Condition of vehicle and competence of drivers. a) Visitor don't undergone proper training particularly in Emergency training Visitors don't have enough information of process of site. Visitors isn't familiar with site condition b) Identify visitors by signing in/out and the provision of badges Provide information regarding the risks present and the site rules and procedure to be followed. Particularly in emergency. Provide escorts to supervise visitors throughout the site restrict access to area where higher risk