

# COGPACK50

## Complying with statutory regulations and organisational safety requirements



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### Overview

This unit identifies the competences you need to deal with statutory regulations and organisational safety requirements, in accordance with approved procedures. You will be required to comply with all relevant regulations that apply to your area of work as well as your general responsibilities as defined in the Health and Safety at Work Act.

This unit deals with the following:

- 1 Complying with statutory regulations and organisational safety requirements

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices AS THEY APPLY TO YOU.

**Previous Version:**

Unit 4.21 SEMTA National Occupational Standards in Packaging (STM4)  
(Unit 1 SEMTA Non-ECS)

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### Performance criteria

- You must be able to:*
- P1 comply with your duties and obligations as defined in the Health and Safety at Work Act
  - P2 present yourself in the workplace suitably prepared for the activities to be undertaken
  - P3 follow organisational accident and emergency procedures
  - P4 recognise and control hazards in the workplace
  - P5 use correct manual lifting and carrying techniques
  - P6 apply safe working practices and procedures

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### Knowledge and understanding

*You need to know and understand:*

- K1 the roles and responsibilities of yourself and others under the Health and Safety at Work Act 1974 and current legislation (such as The Management of Health and Safety at Work Regulations; Workplace Health and Safety and Welfare Regulations; Personal Protective Equipment at Work Regulations 1992; Manual Handling Operations Regulations; Provision and Use of Work Equipment Regulations; Display Screen at Work Regulations)
- K2 the specific regulations and safe working practices and procedures that apply to your work activities
- K3 the warning signs for the seven main groups of hazardous substances defined by Classification, Packaging and Labelling of Dangerous Substances Regulations
- K4 how to locate relevant health and safety information for your tasks and the sources of expert assistance when help is needed
- K5 what constitutes a hazard in the workplace (such as moving parts of machinery, electricity, slippery and uneven surfaces, dust and fumes, handling and transporting, contaminants and irritants, material ejection, fire, working at height, environment, pressure/stored energy systems, volatile or toxic materials, unshielded processes)
- K6 what are your responsibilities for dealing with hazards and reducing risks in the workplace (such as hazard spotting and safety inspections; the use of hazard check lists, carrying out risk assessments, COSHH assessments and safe systems of working)
- K7 what are the risks associated with your working environment, the tools, materials and equipment that you use, spillages of oil and chemicals, not reporting accidental breakages of tools or equipment and not following laid-down working practices and procedures
- K8 what first aid facilities exist within your work area and within the organisation in general and the procedures to be followed in the case of accidents involving injury
- K9 what constitute dangerous occurrences and hazardous malfunctions, and why these must be reported even when no one was injured.
- K10 the procedure for sounding the emergency alarms, evacuation procedures and escape routes to be used and the need to report your presence at the appropriate assembly point
- K11 what the organisational policy is with regard to fire fighting procedures, the common causes of fire and what you can do to help prevent them
- K12 what protective clothing and equipment is available for your areas of activity

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- K13 how to lift and carry loads safely and the manual and mechanical aids available
- K14 how to prepare and maintain safe working areas, standards and procedures to ensure good housekeeping
- K15 the importance of storage of tools, equipment, materials and products
- K16 the extent of your own authority and to whom you should report to in the event of problems that you cannot resolve

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**Relevant occupations** Engineering and manufacturing technology; Manufacturing technologies; Process, Plant and Machine Operatives; Process Operatives

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**Suite** Packaging

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**Key words** health & safety, statutory, regulations, responsibilities, procedures, accidents, incidents, dangerous occurrences