

COGPEM29

Work safely, minimise risk and comply with emergency procedures



Overview

This unit is about your competence in working safely, dealing with risks by taking action to minimise the risks and where necessary complying with the emergency procedures. You will be following your organisation's safe working practices at all times. This unit is common to the Electrical, Mechanical and Instrument & Control disciplines.

This unit deals with the following:

- 1 Work safely, minimise risk and comply with emergency procedures

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:

Adapted from Unit C3.4 of Process Engineering Maintenance NOS – version February 2004. This unit is a tailored version of a core unit produced by the ECITB from the OSC Eng Engineering Competence Standards (ECS 7.06) which was originally designated CO2.

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Performance criteria

You must be able to:

- P1 work safely at all times, complying with health and safety and other relevant regulations and guidelines
- P2 call for expert help in the event of contingencies occurring, using warning systems as appropriate
- P3 take prompt and appropriate action to minimize risk of personal and third party injury as a first priority and then damage to property and equipment
- P4 follow shutdown and evacuation procedures promptly and correctly
- P5 deal safely with dangers that can be contained using appropriate equipment and materials, in accordance with organisational policy and procedures

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Knowledge and understanding

You need to know and understand:

- K1 you must have a working knowledge and understanding of what your responsibilities are in respect of Health, Safety and Environment. This should include the limits of your personal responsibility, your legal responsibility for your own health and safety and the health and safety of others
- K2 you must have a working knowledge of the relevant regulations and the safe working practices and procedures required within your work area
- K3 you must have a working knowledge and understanding of first aid procedures. This should include the sources of competent assistance including the location of local first-aid facilities and first-aiders and systems for alerting relevant professional authorities
- K4 you must have a working knowledge and understanding of the evacuation procedures. This should include what the procedures for shutdown and evacuation are, and where information on shutdown and evacuation procedures can be obtained
- K5 you must have a working knowledge and understanding of contingency reporting documentation and systems relevant to the procedures at the workplace. This could be expected to include local or company reporting procedures for near misses or accidents
- K6 you must have a working knowledge and understanding of your responsibilities with regard to the reporting lines and procedures in your working environment

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Additional Information

Scope/range related to performance criteria

- 1 The level and extent of responsibility is limited to working within an overall risk control strategy which has been developed by safety specialists and which includes detailed criteria for identifying risks together with clearly defined procedures for action which must be followed. In some cases, you may be expected to refer to others for final authorisations, even though you remain responsible for identifying and implementing decisions
- 2 The types of contingencies, i.e. accidents and incidents by their very nature are unexpected but the company risk control strategy sets out the responses that you should follow in order to limit risks arising
- 3 The actions to be taken could include:
 - 3.1 Isolation of hazard/containment
 - 3.2 Stopping activities
 - 3.3 Reporting to appropriate person
 - 3.4 Restriction of others exposure to hazard
 - 3.5 Implementation of alarm and evacuation procedures to assembly point

Scope/range related to knowledge and understanding

The Knowledge and Understanding levels expressed indicate the minimum level of knowledge and understanding sufficient to perform your role in a manner that would normally be associated with the minimum acceptable performance of a competent person undertaking your role.

The expression “working knowledge and understanding” indicates you are able to:

- 1 Identify and apply relevant information, procedures and practices to your usual role in your expected working environments needing only occasional recourse to reference materials
- 2 Describe, in your own words, the principles underlying your working methods. This does not mean the ability to quote “Chapter and verse”. Rather you must know what supporting information is available, how and where to find it and from whom to seek further guidance and information confirm any additional required detail
- 3 Interpret and apply the information obtained to your role, your working practice and in your expected working environment
- 4

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Suite Process Engineering Maintenance

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