

COGPPRO39

Unit 39: Meet Safety, Health and Environmental Requirements in the Workplace within Polymer Processing and Related Operations



Overview

This unit is for those with responsibilities for meeting safety, health and environment requirements in the workplace. It is suitable for process industries personnel who work within an organisational context which provides them with specifications to work to and criteria for choosing between possible causes and solutions to the sorts of problems that can arise.

This unit deals with the following:

1. Comply with safety, health and environment requirements in the workplace
2. Respond to accidents and incidents within the workplace

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices as they apply to you.

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Performance criteria

- You must be able to:*
- P1 Work safely at all times, complying with health and safety, environmental and other relevant **regulations, legislations and guidelines**
 - P2 Check that all guards and protective devices are in position and working before starting the equipment
 - P3 Checking for hazards and acting appropriately to stop them
 - P4 Use all work items provided in your workplace correctly
 - P5 Use **personal protective equipment** correctly and keep it in a fit state for use
 - P6 Report the loss or any obvious defects in **personal protective equipment** to the appropriate person immediately
 - P7 Keep your work area in safe, clean and tidy condition
 - P8 Use safe manual handling and lifting techniques when dealing with heavy and bulky items
 - P9 Follow the designated procedures to deal with **hazards** encountered at work
 - P10 **Report** any accidents, potential **hazards** and hazardous incidents in your work area promptly to the responsible person
 - P11 **Conduct** and present yourself in the workplace in ways that are safe and do not pose hazards for others
 - P12 Minimise the production of waste in the operations for which you are responsible
 - P13 Request appropriate assistance without delay on discovering an accident
 - P14 Take steps, on discovering an accident, which will limit further injury or damage
 - P15 Comply fully and promptly with **emergency response procedures** if you identify an emergency or an emergency alert is given
 - P16 Provide accurate and complete information on accidents and incidents in accordance with company procedures
 - P17 Contributing information and ideas to help improve safety, health and environmental

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Knowledge and understanding

You need to know and understand:

- K1 What your responsibilities are in respect of Health and Safety and Environment.
 - K1.1 the limits of your personal responsibility
 - K1.2 your legal responsibility for your own health and safety and the health and safety of others
- K2 Where to obtain details about safety, health and environmental protection
- K3 The importance of complying with the environmental policy and objectives
- K4 What hazards to the environment can arise from processing operations and how to recognise them
- K5 The principles of safe manual handling
- K6 What sort of documents are required and how to complete them and the implications of not maintaining them accurately and legible
- K7 What monitoring records for Environment, Health and Safety are kept
- K8 What safety standards apply to your working environment
- K9 What the hazards associated with your working environment are, and the risks they pose
- K10 The effects of noise on hearing and how to use noise control equipment and ear protection
- K11 What risk control measures are in place and why it is important to comply with them
- K12 Who to report accidents, incidents, hazards and breaches of safety standards to
- K13 What personal protective equipment is appropriate to different tasks, and how to use and maintain it
- K14 How to prevent emergencies such as fires, spillages etc.
- K15 What actions to take in an emergency
- K16 What alarm systems are used and when to use them
- K17 The action to take on hearing an alarm
- K18 The location and, where appropriate, the use of fire-fighting equipment
- K19 What the effects of emergency shutdown are
- K20 When and how to use different types of emergency response equipment

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Additional Information

Glossary

1. **Regulations/Legislation/Guidelines:** organisational procedures and guidelines, Work place Policies, Health, safety and environmental requirements and regulations relevant to the work and work area being carried out
2. **Personal Protective Equipment** appropriate to the task: eye protection, hearing protection, safety gloves, safety footwear, hard hats, respirators and PPE for working in sterile areas
3. **Conduct:** behaving safely when working alone and as a member of a team
4. **Report hazards:** those that arise from fittings, fixtures and environmental factors in the workplace, the use and disposal of materials and substances, the use and care of equipment and machinery and accidental breakages and spillages
5. **Emergency Response Procedures and** types of: fire, contamination (e.g. from leaks, spillages, gas emission), accident and injury to persons

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