

ABM Key Skills 0

HEALTH AND SAFETY OVERVIEW

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Key Skill 0: Health and Safety Overview

Objective:

To understand the importance of Health and safety practices in the workplace, and why we follow these guidelines.

Why?

Everyone has a duty to ensure their own health and safety, and the health and safety of others in the workplace.

The below should give a basic understanding of the guiding principles of Health and safety in the workplace.

Remember:

Everybody is responsible for their own Health and Safety whilst at work.

Always follow the relevant Risk Assessment SSOW when carrying out any task whilst at work.

Always ensure adequate safety signs are on show.

To understand where to look for correct chemical dilution rates.

When to wear PPE, and which type is required for each individual task.

You must be fully trained and signed off before you use any equipment.

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Health and Safety Overview

Before carrying out any task the candidates should follow the following guidelines as a minimum:

1. Make sure hand hygiene has been carried out, and that the team member knows the importance of hand washing.
2. Team member understands reason for checking hands for cuts and wounds, and the importance of covering up with waterproof dressings where required.
3. Make sure all safety signs are on show, and team member to be able to explain why signs are needed.
4. Team member able to explain and understand the relevance of COSHH, and how to use the information for any given chemical.
5. Team member to be able to explain the relevance of risk assessments, and SSOW for any given task.
6. Team member to be able to clarify any situation that would require ventilating an area, and when this would be required.
7. To be able to identify why PPE should be worn, and why they should be wearing PPE.
8. To be able to understand the companies colour coding policy, including which colours are to be used for a specific area.
9. Team member to understand the importance of pre-use checks on all equipment, and in turn how to deal with any faulty equipment according to company policy.
10. Team member to be fully aware of manual handling procedures, and able to demonstrate the correct lifting procedure.
11. Team member to be able to demonstrate how to store chemicals safely.
12. Team member to be able to demonstrate how to store equipment safely and understand why this is done.
13. Team member to understand importance of following Risk assessment, and SSOW whilst carrying out a task.
14. To understand importance of reasons behind correctly storing equipment once a task is completed, and for checking equipment and PPE once a task is finished.
15. Once any given task is finished, team member to make sure a repeat of hand hygiene process is carried out.

Knowledge Assessment

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Practical Assessment: 100% Pass Mark

- Team member to demonstrate correct manual handling procedure

Theory Assessment: 100% Pass Mark

1. What should you do if you find faulty equipment prior to using it?

Inform a Supervisor Manager and place an out of use sticker on visible to all.

2. How would you find out which is the correct PPE to wear for any given work task?

Ask a Supervisor or read the relevant Risk Assessment.

3. Where and how should you store your chemicals?

Always in a locked cupboard/room, and ideally away from paper products.

4. What colour cloths would be needed for the following areas, an office table, and a toilet urinal?

Office table (Blue) – Toilet urinal (Red).

5. Why is it important to correctly store equipment once you have finished a task?

Everything should be stored where it was taken from as it saves time if we all follow this procedure, as we are not looking around for missing equipment. Keeps the equipment safe and in good state of repair.