MacWilliam Associates

Health and Safety at Work – How Much Do You Know?

Name	Signed	Date

Q1	**Name two first aid qualified persons within the organisation** **1.** **2.** Ensure you know where the accident book and first aid kit is kept.
Q2.	**True or False? If you cut or bruise yourself at work this must be reported in the accident book** If you have a serious injury which leaves you unable to work for seven days or more this is *RIDDOR* reportable You also have a duty to report a "near miss"
Q3.	**True or False?** **When you are given Personal Protective Equipment** *(PPE)* **you must always wear it** *(Employees must understand the dangers of the task before wearing PPE)*
Q4.	**What do the letters *COSHH* stand for?**
Q5.	**When can you safely mix two chemicals?**
Q6.	**What should you do if you were to -** a) Splash a chemical on your skin or in your eyes? b) Swallow a chemical? Make sure you have read and understood all the *COSHH* data sheets and assessments relevant to you
Q7.	***If you are asked to carry out a task that you are not trained or experienced to do what action should you take?***
Q8.	***When moving an item how should the load be carried?*** *a) Near to your body* *b) At arms Length* *c) It doesn't Matter* *Remember keep your back straight and lift with your legs, shoulder width apart. Your back isn't a crane so let your legs take the strain.*
Q9.	***Name two injuries that may occur from poor manual handling?*** **1)** **2)** Wherever possible use a trolley or mechanical aid
Q10.	***Name at least one duty an Employee has under HASAW 74*** The Health and Safety at Work Act 1974
Q11.	***If you are asked to carry a load that is too heavy for your capability, what action should you take?*** A pregnant woman or nursing mother should not carry out manual handling tasks
Q12.	**What important checks should be made before using a step-ladder?**
Q13.	**If you become unwell at work or immediately prior to a shift starting, what action should you take?** Particularly relevant to food handlers!

This questionnaire is meant as a guide only