



ICM

JUNE 2017

ESSENTIALS OF HEALTH & SAFETY MANAGEMENT

Instructions to candidates:

- a) Time allowed: Three hours (plus an extra ten minutes' reading time at the start – do not write anything during this time)
 - b) Answer any FIVE questions
 - c) All questions carry equal marks. Marks for each question are shown in []
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1. Your director has come to you as he is worried about poor standards of health and safety in the company.
 - a) Explain what his **direct** costs could be if an accident or incident happened and he is uninsured. [10]
 - b) Some of his costs may not be attributed to an accident. Consider what these **indirect** costs could include if he is uninsured. [10]
 2. A senior manager is looking to write the company risk assessments. Before he can start, he needs to understand the main objectives of the risk assessment process. Assess what he would consider as the main objectives of a risk assessment. [20]
 3. The employers in a company are going to give some health and safety training to various members of staff.
 - a) In the factory, they will give job specific training to the team. Discuss what job specific training involves. [6]
 - b) Give THREE examples of other types of training that could be carried out in the workplace. [6]
 - c) After induction training has taken place, discuss what checks the employers should make. [8]
 4. The supervisors in a construction company are getting ready for the annual inspection programme.
 - a) Outline what equipment is included in the preventative maintenance scheme and also covered by a legal examination process. [8]
 - b) One supervisor has to inspect procedures in the workplace. Discuss what information he would include in this section. [12]
 5. An incident has happened at your company and it needs to be reported to the relevant authorities.
 - a) State the difference between an incident, a near miss, and a dangerous occurrence. [12]
 - b) Explain what procedures within an organisation should be checked after such an event happens on site. [8]
 6. Communication is one of the key elements of a health and safety management system. This includes the following phases: 'Planning', 'Performance', 'Performance Assessment' and 'Performance Improvement'.
 - a) State under which section of the management system communication comes. [2]
 - b) Establish what needs to be communicated in this section of the management system. [12]
 - c) When writing a health and safety policy checklist, identify what information employers need to ensure that they provide. [6]
 7. A COSHH assessment is very similar to a risk assessment but is applied specifically to hazardous substances. The HSE has suggested five steps to COSHH assessments and within these there are a number of sub-sections. As a manager, you are required to carry out a Control of Substances Hazardous to Health (COSHH) assessment. Describe what you must do at EACH of these FIVE steps to ensure you comply with the law. [20]

continued overleaf

8. To help business efficiency and continuous improvement, you will need to write a clear health and safety policy for the organisation.
- a) Discuss the more common items that should appear in the arrangements section. [12]
 - b) Explain why it is important to promote a positive health and safety performance. [8]