

Serial No.: 000000

Level 3 Award in Risk Assessment Principles and Practice

Candidate assessment record

Candidate's name (in full and block capitals):	
Candidate's address:	
Post code:	
Duration of course (start date and last date of course attendance):	
Centre name:	Centre number:
I hereby certify that the submitted assignment is my own work, I have not received unauthorised assistance in completing this assignment and understand that it has been produced for assessment purposes only.	
Candidate's signature:	Date:
I hereby certify that to the best of my knowledge the submitted assignment is the candidate's own work and that he/she has not received unauthorised assistance in completing this assignment.	
Trainer's signature:	Date:
Trainer's name (in full and block capitals):	Trainer number:

For CIEH USE ONLY

Final result

- Merit (80–100)
- Pass (60–79)
- Fail (0–59)

Please note: only an original candidate assessment record may be submitted.

Assignment

Carry out a risk assessment study on a workplace and/or work activity(ies) and produce a report on your methods and findings.

Your report must include the following:

- a clear description of the workplace or work activity(ies) to be assessed
- an explanation of the principles of risk assessment and the reasons for carrying out risk assessments
- an explanation of the legal requirements for risk assessment and how these relate to the particular workplace and/or work activity(ies).

Your report must clearly address the four performance criteria used for assessment (see marking grid).

Please refer to the candidate guidelines.

When you have completed your assignment, fill in the 'Candidate self-evaluation' section (overleaf), sign the authentication statement and forward your assignment together with this Candidate Assessment Record to your trainer for marking. Remember to keep a copy of your assignment.

Candidate self-evaluation

To be completed by the candidate.

Application of the principles

How well were the principles applied to the practical situation?

Legal requirements

How far were legal requirements addressed?

Planning the assessment

Describe any improvements you could make to the way you planned the assessment?

Analysis of the workplace or work activity(ies)

Describe any aspects that were omitted.

How can you verify that your analysis of the situation and judgement on the extent of risk were accurate?

Selection of appropriate control measures

Describe difficulties experienced in selecting the appropriate control measures.

How can you increase your expertise in this area?

Completion of the assessment

How will you check that the control measures you recommended are properly applied?

Outline any additional research/consultation required for the purposes of assessment.

Future development

Which of your skills need further development to increase your competency as a risk assessor?

How will you develop these?

I hereby certify that the submitted assignment is my own work, I have not received unauthorised assistance in completing this assignment and understand that it has been produced for assessment purposes only.

Candidate's signature: _____ Date: _____

Marking grid and trainer feedback

To be completed by the trainer. The trainer should provide details in support of the marks awarded.

Performance criteria	Maximum marks	Marks awarded	Moderator's marks
1 Knowledge and understanding of the principles of risk assessment (Key issues, definitions and benefits.)	10		
2 Knowledge and understanding of the legal requirements relating to risk assessment (Key legal requirements – general and specific – coverage of legal aspects of chosen assessment.)	10		
3 Risk assessment in practice			
a Ability to plan the assessment (Appropriateness of approach, organisational skills, suitability of method for assessment and risk rating.)	5		
b Analysis of the workplace or work activity(ies) being assessed (Workplace/work activity description, all hazards identified, all the people/ items at risk identified, appropriateness of risk evaluation/risk rating, use of observation, research and communication skills.)	25		
c Selection of control measures (Suitability of control measures, range of appropriate information and ability to make justifiable judgements, confidence and ability to identify need for further research and consultation.)	20		
d Completion of the assessment (Accuracy of documentation, suitability of monitoring and review recommendations, ability to link risk assessment with information and training needs and related issues.)	10		
4 Overall approach and presentation of report (Approach to the assignment/perception of the problem, demonstration of personal skills especially problem solving, communication, research, analysis and team working, presentation of the report, awareness of limits of report and/or personal competence.)	20		
Total	100		

Trainer's comments

SAMPLE
NOT FOR EXAMINATION USE

Did the candidate make more than one attempt at completing this assignment?

Yes

No

If yes, please complete the 'Assignment history' section overleaf.

Trainer's signature: _____ Date: _____

SAMPLE
NOT FOR EXAMINATION USE



Chartered
Institute of
Environmental
Health

Customer Services

Chartered Institute of Environmental Health
Chadwick Court, 15 Hatfields, London SE1 8DJ

Telephone 020 7827 5800 (Option 1)

Email customerservices@cieh.org **Web** www.cieh.org/training