

# Level 4 Award in Health and Safety in the Workplace

## Candidate assessment record

Candidate's name (in full and block capitals):
Centre name:
Centre number:
Duration of course (start date and last date of course attendance):
Title of assignment:

### Final result

Trainer's mark

Moderator's mark

This result is only valid if the marking grid and trainer feedback report are all complete.

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:
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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:
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Trainer's name (block capitals):	Trainer no:
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### Assignment E – Hazardous substances

Your assignment must be related to a specific workplace and contain the following sections:

- |   |  |                 |
|---|--|-----------------|
| 1 | A brief description of the type of workplace with a summary of the relevant health and safety legal requirements.  | <b>10 marks</b> |
| 2 | A critical review of the organisation's present health and safety situation.   | <b>15 marks</b> |
| 3 | A series of recommendations for improvements to health and safety in the organisation with a detailed account of how these may be implemented by management. | <b>25 marks</b> |

You should demonstrate an understanding of:

- the range of hazardous substances used in the workplace and the legislation and associated guidance that relates to such use
- how accidents caused by substances can be prevented and the emergency procedures that are in place in the event of an accident
- how management can implement recommendations made through your investigations.

(See marking grid.)

**Please note:** the area selected for your elective assignment must not be the same as the one you select for risk assessment in Assignment A.

**Please refer to the candidate guidelines.**

When you have completed your assignment, hand your assignment together with this Candidate Assessment Record to your trainer for marking. Remember to keep a copy of your assignment.

# Marking grid and trainer feedback

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

Performance criteria	Marks	Trainer's mark	Moderator's mark
<b>1 Understanding of legislation</b>			
Little knowledge of the relevant legislation	1-2		
Some, but limited, knowledge of the relevant legislation with little insight into how it applies to the specified workplace	3-5		
Sound knowledge of the relevant legislation, any codes of practice and how they apply to the specified workplace	6-8		
Comprehensive knowledge of relevant legislation, any codes of practice and how they apply to the specified workplace with appropriate examples	9-10		
<b>2 A critical assessment of hazardous substance safety</b>			
Inadequate investigation of hazardous substance safety, little information or analysis given	1-4		
Simple investigation, some information or analysis given, possibly not all relevant to the specified workplace	5-7		
Good investigation and analysis of hazardous substance safety in the specified workplace. An account of the safety system in place and accident emergency procedures are included	8-11		
Excellent investigation, with detailed information and analysis of hazardous substance safety across the workplace and a detailed account of accident prevention methods, controls and emergency procedures	12-15		
<b>3 Recommendations and implementation</b>			
Few recommendations with very limited knowledge of how they would be implemented	1-5		
Some detail of recommendations with limited knowledge of how they might be implemented in the specified workplace	6-10		
Good range of recommendations, including the importance of risk assessment. A fair account of how the recommendations might be implemented in the specified workplace	11-15		
Numerous effective and appropriate recommendations, including risk assessment and controls. A good account of how the recommendations might be implemented in the specified workplace	16-20		
Excellent comprehensive range of recommendations, including risk assessment and controls. A detailed account of how the recommendations might be implemented in the specified workplace and how controls could be monitored	21-25		
<b>Total</b>			

**Trainer's comments**

Empty comment box 1

Empty comment box 2

Empty comment box 3

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: \_\_\_\_\_

