

Instruction Sheet for the Candidate

Qualification	National Vocational Certificate in Metal Forming & Processing Level 2
Competency Standard	Maintain Occupational Safety & Health at Site
Purpose of Assessment	Formative Assessment
Candidate Details	Name _____ Registration/Roll Number _____
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 04 Hrs. time frame (for practical demonstration & assessment):</p> <p>CU1. Maintain safe work condition at site CU2. Perform fire fighting CU3. Carry out first aid treatment CU4. Perform electrical work safely at workplace</p>
Time: 04 Hrs.	During a practical assessment, under observation by an assessor, you are required to
Minimum Evidence Required	<p>CU1 Maintain safe work condition at site P1. Recognize the safety signs and symbols P2. Identify Potential hazards at work site P3. Erect barricades hoardings, signage's in the hazardous areas P4. Identify the risk of slip, trip and fall at work place P5. Perform fall protection measures as per job requirements P6. Maintain housekeeping at the workplace P7. Label and store chemicals as per Material Safety Data Sheet (MSDS)</p> <p>CU2. Perform fire fighting P1. Identify source of fire. P2. Identify classes of fire. P3. Raise fire alarms P4. Select suitable fire extinguishers P5. Check expiry of fire extinguisher P6. Check wind direction P7. Locate emergency exits P8. Perform PASS (Pull, aim, squeeze and sweep) on fire Extinguisher</p> <p>CU3. Carry out first aid treatment P1. Follow COVID-19 SOP's P2. Identify basic elements for first aid kit</p>

	<p>P3. Maintain a fully stocked first aid kit</p> <p>P4. Check expiry date of medicines</p> <p>P5. Perform mock first aid treatment for minor injuries</p> <p>CU4. Perform electrical work safely at workplace</p> <p>P1. Check the connectivity of earthing with power equipment</p> <p>P2. Check leads and cable for any visual damage before use.</p> <p>P3. Tag damaged lead, cable and connection points and report to the supervisor.</p>
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Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	National Vocational Certificate in Metal Forming & Processing Level 2
Competency Standard	Maintain Occupational Safety & Health at Site
Purpose of Assessment	Formative Assessment
Assessment Task	CU1. Maintain safe work condition at site CU2. Perform fire fighting CU3. Carry out first aid treatment CU4. Perform electrical work safely at workplace

I can.....

Performance Criteria	Yes	No
P1. Recognize the safety signs and symbols	<input type="checkbox"/>	<input type="checkbox"/>
P2. Identify Potential hazards at work site	<input type="checkbox"/>	<input type="checkbox"/>
P3. Erect barricades hoardings, signage's in the hazardous areas	<input type="checkbox"/>	<input type="checkbox"/>
P4. Identify the risk of slip, trip and fall at work place	<input type="checkbox"/>	<input type="checkbox"/>
P5. Perform fall protection measures as per job requirements	<input type="checkbox"/>	<input type="checkbox"/>
P6. Maintain housekeeping at the workplace	<input type="checkbox"/>	<input type="checkbox"/>
P7. Label and store chemicals as per Material Safety Data Sheet (MSDS)	<input type="checkbox"/>	<input type="checkbox"/>
P8. Identify source of fire.	<input type="checkbox"/>	<input type="checkbox"/>
P9. Identify classes of fire.	<input type="checkbox"/>	<input type="checkbox"/>
P10. Raise fire alarms	<input type="checkbox"/>	<input type="checkbox"/>
P11. Select suitable fire extinguishers	<input type="checkbox"/>	<input type="checkbox"/>
P12. Check expiry of fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>
P13. Check wind direction	<input type="checkbox"/>	<input type="checkbox"/>
P14. Locate emergency exits	<input type="checkbox"/>	<input type="checkbox"/>
P15. Perform PASS (Pull, aim, squeeze and sweep) on fire Extinguisher	<input type="checkbox"/>	<input type="checkbox"/>
P16. Follow COVID-19 SOP's	<input type="checkbox"/>	<input type="checkbox"/>
P17. Identify basic elements for first aid kit		
P18. Maintain a fully stocked first aid kit		

P19. Check expiry date of medicines		
P20. Perform mock first aid treatment for minor injuries		
P21. Check the connectivity of earthing with power equipment		
P22. Check leads and cable for any visual damage before use.		
P23. Tag damaged lead, cable and connection points and report to the supervisor.		

Candidate's Signature_____ Assessor's Signature_____

Date: _____

Assessors Judgment Guide

Qualification	National Vocational Certificate in Metal Forming & Processing Level 2
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Purpose of Assessment	Formative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-between; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor _____ Assessor's code: _____ Signature: _____

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment		✓					
Other Requirement							

Observation Checklist

Assessment Task		CU1. Maintain safe work condition at site CU2. Perform fire fighting CU3. Carry out first aid treatment CU4. Perform electrical work safely at workplace		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Recognize the safety signs and symbols			
2.	Identify Potential hazards at work site			
3.	Erect barricades hoardings, signage's in the hazardous areas			
4.	Identify the risk of slip, trip and fall at work place			
5.	Perform fall protection measures as per job requirements			
6.	Maintain housekeeping at the workplace			
7.	Label and store chemicals as per Material Safety Data Sheet (MSDS)			
8.	Identify source of fire.			
9.	Identify classes of fire.			
10.	Raise fire alarms			
11.	Select suitable fire extinguishers			
12.	Check expiry of fire extinguisher			
13.	Check wind direction			
14.	Locate emergency exits			
15.	Perform PASS (Pull, aim, squeeze and sweep) on fire Extinguisher			
16.	Follow COVID-19 SOP's			
17.	Identify basic elements for first aid kit			
18.	Maintain a fully stocked first aid kit			
19.	Check expiry date of medicines			

20.	Perform mock first aid treatment for minor injuries			
21.	Check the connectivity of earthing with power equipment			
22.	Check leads and cable for any visual damage before use.			
23.	Tag damaged lead, cable and connection points and report to the supervisor.			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Knowledge Assessment

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Candidate Details	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-around; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor: _____ Assessor's code: _____ Signature of the Assessor: _____

Candidate's response is not required to be identical, but similar concepts and/or keywords must be used. Oral questioning may be used to clarify candidate understanding of topic and its application.

Questions (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)		Satisfactory	Not Satisfactory
1.	What is occupation health and safety system?		
2.	What are some examples of safety?		
3.	What are different occupational hazards?		

4.	What are workplace safety issues?		
5.	What are some examples of safety concern?		

Feedback to the Candidate	
Candidate's Signature_____	Assessor's Signature _____