

# Passport to Safety Learning Outcomes

<b>Learning Outcomes</b> A Passport participant will be able to:	<b>Comments</b>
<p><b>Health and Safety is important at work</b></p> <ul style="list-style-type: none"> <li>➤ demonstrate an understanding of the principles of meeting a duty of care and the relationship with occupational health and safety</li> <li>➤ demonstrate a knowledge of the OHSW legislation and framework in their particular state/territory</li> <li>➤ identify national, and state/territory based health and safety related agencies, departments and organisations (eg WorkCover, SafeWork SA and SA Unions)</li> <li>➤ identify and follow employers policies and procedures</li> <li>➤ identify levels of authority in the workplace eg managers, supervisors, health and safety representatives and committees.</li> </ul>	<p>Need to do more than understand the purposes of OHS? Link it to duty of care, hazard management practices, good business practice, responsible business practice</p> <p>Address this through explaining the legal framework i.e. Act, Regs etc. and differentiate between OHS and W/Comp</p> <p>Include reference to levels of authority and responsibilities nationally, state/territory through to enterprise level policies and procedures.</p> <p>Include reference to health and safety representatives and committees, unions and employer associations</p>
<p><b>Workplace Injuries</b></p> <ul style="list-style-type: none"> <li>➤ describe the actions to be taken when an injury occurs in the workplace</li> <li>➤ demonstrate an awareness of the causes, costs and impacts of workplace injuries</li> <li>➤ demonstrate an understanding of the purpose of injury prevention</li> <li>➤ describe their right to claim for compensation</li> </ul>	<p>Include reference to reporting and claim process in relation to injuries – how and when to submit a claim</p>
<p><b>Employer Responsibilities to protect workers</b></p> <ul style="list-style-type: none"> <li>➤ identify employers and supervisors responsibilities for health and safety in the workplace</li> <li>➤ demonstrate an awareness of the importance and meaning of adequate supervision and induction training</li> </ul>	<p>Need to be expanded to include other general duty of care obligations i.e. safe workplaces, systems of work and safe plant etc.</p> <p>Include student's / young workers' obligation to participate and adhere to training.</p> <p>Need to address students as supervisors</p>

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<b>Employees Rights and Responsibilities</b> <ul style="list-style-type: none"> <li>➤ identify and describe employees' rights and responsibilities</li> <li>➤ demonstrate an awareness of the need to receive and participate in workplace-specific induction programs and the employer's responsibility to provide it</li> <li>➤ describe health and safety-related actions to be taken when placed in an unfamiliar work situation</li> <li>➤ identify their rights to refuse to perform work that is considered unsafe.</li> </ul>	Examples about what to do if injured Eg reporting medical treatments and first aid Reinforcement of the importance of induction when starting work with a new employer and when starting a new job with the same employer.  Advocacy HSR Structure who to go to
<b>Identifying, understanding and controlling workplace hazards</b> <ul style="list-style-type: none"> <li>➤ explain the connection between hazard recognition and injury prevention</li> <li>➤ identify hazard reporting methods and processes</li> <li>➤ describe methods of "hazard control" as problem solving process</li> <li>➤ identify and describe workplace hazards</li> <li>➤ describe how hazards can be assessed</li> </ul>	Need to be directed at students with regard to their level of control as employees.  Include information about how to report hazards and who to report them to in the workplace. Eg supervisors, health and safety representatives and committees
<b>Recognising and protecting yourself from a range of hazards</b> <ul style="list-style-type: none"> <li>➤ describe common workplace hazards and how such hazards are controlled</li> <li>➤ identify the four main types of hazards: chemical, physical, biological, ergonomic</li> <li>➤ describe and provide examples of psychosocial/psychological hazards and how to minimize them</li> <li>➤ describe possible workplace health and safety practices designed to protect against each main type of hazard</li> </ul>	Will need to consider including reference to machine safety i.e. local terminology

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<b>Workplace Hazardous substances</b> <ul style="list-style-type: none"> <li>➤ Describe an employers' obligation to effectively manage and use hazardous substances in the workplace,</li> <li>➤ describe the employees rights and responsibilities when handling hazardous substances</li> <li>➤ explain the purpose of a MSDS and the importance of following SOPs for handling hazardous substances</li> <li>➤ identify their rights to refuse to perform work that is considered unsafe.</li> </ul>	<p>Include reference to students right to refuse to work with hazardous substances if put at risk of injury.</p> <p>Include information about the types and purpose of safety signage associated to hazardous substances.</p> <p>May make reference to recently released NOHSC hazardous substances resource Hazardous Substances Information System (HSIS).</p>
<b>Personal Protective Equipment (PPE)</b> <ul style="list-style-type: none"> <li>➤ describe the role personal protective equipment plays in the prevention of injuries and exposure to hazards (ie Safe systems of work and the Hierarchy of Control)</li> <li>➤ discuss the employees obligation to use PPE and the consequences of not using PPE</li> <li>➤ identify a range of PPE for the tasks to be performed</li> </ul>	
<b>Emergency Procedures</b> <ul style="list-style-type: none"> <li>➤ define and give examples of a workplace "emergency "</li> <li>➤ describe procedures and processes involved in an emergency plan</li> <li>➤ discuss the employer's responsibility to include emergency procedures in the induction process.</li> </ul>	<p>Include reference to the importance of emergency procedures being a part of the induction process.</p>