# Maintain a safe working environment for self and others



#### **Overview**

This unit is designed for the candidate to demonstrate competence in assisting in maintaining a safe working environment for themselves and others whilst working on recycling activities. The candidate must ensure they wear the correct personal protective equipment and comply with approved procedures and practices at all times. The candidate must also report any accidents and incidents to the appropriate person.

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## Performance criteria

## You must be able to:

## Maintain a safe working environment for self and others during recycling activities

- P1 carry out operations in accordance with approved procedures and practices
- P2 wear and use the appropriate personal protective equipment in accordance with approved procedures and practices
- P3 report unsafe operating conditions promptly to an appropriate person
- P4 keep work areas clean, and tidy
- P5 identify risks and hazards to yourself and other persons

#### You must be able to:

#### Use and communicate data and information

- P6 report, to an appropriate person, unsafe plant, equipment and hazardous situations
- P7 give health and safety information to others in accordance with approved procedures and practices

#### You must be able to:

#### Resolve problems that could affect the safe working environment

- P8 take appropriate action, within your area of responsibility, where incidents could affect the safe working environment
- P9 resolve day-to-day problems within your area of responsibility
- P10 refer matters outside your responsibility to the appropriate person

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## Knowledge and understanding

You need to	know and
understand:	

#### General

- K1 the main responsibilities of the employer and employee under the 'Health and Safety at Work Act 1974'
- K2 the safe procedures for handling hazardous materials
- K3 the range and use of personal protective equipment
- K4 organisational accident and incident recording and reporting procedures

## You need to know and understand:

### Maintain a safe working environment

- K5 the types of personal protective equipment and clothing needed and how they must be used, cleaned and stored
- K6 how to identify problems with machinery, equipment, and materials
- K7 safe working procedures
- K8 the method of reporting accidents and incidents

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### **Additional Information**

### **Behaviours**

### You work in a manner which you:

- 1. show you are vigilant for potential risks and hazards
- 2. show awareness of the effects of own actions

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