
NSW TAFE – RIVERINA INSTITUTE
GRIFFITH CAMPUS
INFORMATION TECHNOLOGY

ICAU3004A
Apply Occupational Health and Safety procedures
BSBCMN106A
Follow workplace safety procedures

Module No 3650F

Competency No

Module Assessment

PROJECT

VERSION 1

Learning Outcomes

Determine Occupational Health & Safety issues relating to the immediate work environment

- 1.1 Identify the Occupational Health and Safety supervisor
- 1.2 Assess Occupational Health and Safety issues in the immediate workplace and report action to rectify problems to the supervisor
- 1.3 Follow workplace and Occupational Health and Safety procedures to ensure a safe working environment

Document and disseminate Occupational Health & Safety requirements

- 2.1 Obtain information relating to OH&S regulations and requirements
- 2.2 Determine and document any OH&S regulations impacting on the IT client area
- 2.3 Submit documents to supervisor for verification
- 2.4 Provide OH&S requirements to all work stations
- 2.5 Update and re-issue OH&S documents relating to IT as required

Provide basic ergonomic advice to clients

- 3.1 Assess ergonomic requirements of clients
- 3.2 Provide advice to clients based on vendor requirements, workplace policy and the latest OH&S information
- 3.3 Document advice and pass on to client and supervisor

Instructions To Students

- 1 Please check marking information to help you prepare this assessment.

Instructions to accessor/facilitator

This is a Graded Module

Pass

Credit

Distinction

All other results to be recorded as FAIL

(For Graded assessment activities, Students should refer to the Student Assessment guide)