

Aspley State High School
Business & Information Technology Department
BSB20107 Certificate II in Business

Project 1 Semester 2, 2009

Practical Online Classroom Tasks

Time: 6 Weeks

Project Issued: 25/8/09

Project Due: 28/10/09

Student Name:

Supervisor: Mrs Hopes/Mrs Anderson

UNIT OF COMPETENCY: PARTICIPATE IN OHS PROCESSES
CODE: BSBOHS201A

ELEMENTS PERFORMANCE CRITERIA	Task	WTC	
		Y	N
EOC1. Work safely 1.1 Follow established <i>safety procedures</i> when conducting work 1.2 Carry out pre-start systems and equipment checks in accordance with workplace procedures	Website Task 2-6 Safety Sense Certificate		
EOC2. Implement workplace safety requirements 2.1 Identify <i>designated persons</i> for reporting queries and concerns about safety in the workplace 2.2 Identify existing and potential <i>hazards</i> in the workplace, report them to designated persons and record them in accordance with workplace procedures 2.3 Identify and implement workplace procedures and work instructions for controlling risks 2.4 Report <i>emergency incidents</i> and injuries to designated persons	Website Tasks 1-6 Safety Sense Certificate		
EOC3. Participate in OHS consultative processes 3.1 Contribute to workplace meetings, inspections or other consultative activities 3.2 Raise OHS issues with designated persons in accordance with organisational procedures 3.3 Take actions to eliminate workplace hazards or to reduce <i>risks</i>	Website Tasks 1-6 Safety Sense Certificate		
EOC4. Follow safety procedures 4.1 Identify and report emergency incidents 4.2 Follow organisational procedures for responding to emergency incidents	Website Tasks 1, 3, 6 Safety Sense Certificate		

WTC – Working toward competence **Website** – www.clewett.net.au/whs

Student Feedback: *What did you like about this Unit?*

.....

.....

.....

Teacher Feedback:

.....

.....

.....

