

# Golf Course Greenkeeper

## UNIT 1

### Monitoring and maintaining health and safety

#### Overview

The aim of this unit is to provide the learner with the knowledge, understanding and skills required to maintain a healthy and safe working environment under minimal guidance or direction. Learners should be familiar with the health and safety policy and understand their responsibilities under the policy.

	<b>Learner Outcomes</b>		<b>Assessment Criteria</b>
	<b>The learner will:</b>		<b>The learner can:</b>
1	be able to maintain health, safety and security in the workplace	1.1	identify health and safety risks in relation to the workplace covering the following: <ul style="list-style-type: none"><li>• people</li><li>• equipment &amp; materials</li><li>• the work area</li></ul>
		1.2	carry out specific measures to control risks and keep the appropriate people fully informed
		1.3	seek guidance on measures to control unfamiliar risks arising from non-routine work situations
		1.4	relay health and safety information to others in a manner likely to be understood
		1.5	dispose of hazardous and non-hazardous waste safely and appropriately
		1.6	maintain the security of the workplace in accordance with organisational requirements
2	be able to use equipment and materials safely	2.1	use equipment and materials in accordance with manufacturers' instructions and any training provided

		2.2	transport any equipment and materials safely and store them correctly at an approved location when not in use
3	be able to maintain good standards of health and safety for self and others	3.1	supply the necessary personal medical information in accordance with organisational requirements
		3.2	use and care for the correct personal protective equipment and clothing necessary for work
		3.3	use an approved method of handling when moving and lifting items
		3.4	use the appropriate personal and workplace hygiene at all times
		3.5	provide accurate information about location so that contact can be made if necessary
		3.6	work in a way which minimises risk to self, others and the environment
		3.7	state why it is important to report incidents without delay and complete records accurately, legibly and completely
4	know and understand the systems and procedures for maintaining health, safety and security	4.1	state the organisational requirements with regard to ensuring the security of the workplace
		4.2	describe the roles and responsibilities for health and safety in the workplace under organisational policy and legislation
		4.3	state why inadequate measures to control risks should be reported
		4.4	describe procedures for different types of emergencies appropriate to the relevant industry
		4.5	explain how the procedures for specific emergencies may be affected by location
		4.6	describe the different types of fire extinguishers and their use, relevant to the work area
		4.7	describe the different forms of waste and appropriate methods of disposal

		4.8	explain the relationship between security and safety within the workplace
		4.9	list any specific risks relevant to child safety in the workplace
		4.10	state why accidents should be reported and to whom
5	know and understand why equipment and materials are transported and stored safely	5.1	explain how to transport and store equipment and materials safely
6	know and understand the reason for following manufacturers' guidance	6.1	state the importance of following manufacturers' and organisational training instructions and the potential consequences and risks of not doing so
7	know and understand how to maintain the health and safety of self and others	7.1	explain own roles in maintaining health and safety
		7.2	explain the reasons for leaving information about location when working in isolation or in remote areas
		7.3	explain why accidents should be reported without delay and recorded in the appropriate document
		7.4	explain the methods of minimising environmental damage during work
8	know and understand the safe lifting techniques	8.1	describe the safe methods for moving and lifting items
9	know and understand how to maintain health and safety	9.1	describe the reasons for maintaining good personal and workplace hygiene
		9.2	state own limitations in dealing with health and safety emergencies (e.g. not carrying out actions beyond capabilities)
		9.3	describe basic emergency first aid procedures
		9.4	describe the types of personal protective equipment and clothing suitable for the tasks and how they must be used, cleaned, stored, inspected and replaced