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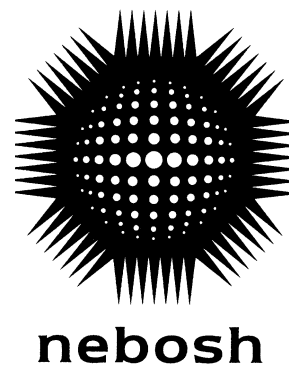
MANAGEMENT OF HEALTH AND SAFETY

UNIT GIC1:

For: NEBOSH International General Certificate in Occupational Health and Safety

UNIT IG1:

For: NEBOSH International General Certificate in Occupational Health and Safety



Available for 24 hours

Guidance to learners

This is an open book assessment. It is **not** supervised, and you can use any learning resources, for example, your course notes, or a website. But you must **not** copy, cut and paste content from these, or any other source.

You do **not** need to reference relevant information sources in your answer to a specific question unless the question asks for it. However, you must tell us about the general sources of information you used in your assessment, for example, your course notes. You must write this in the box provided at the end of the answer sheet template.

You may only use AI-enabled assistants or tools for planning your work, for example, to help you find and summarise relevant information sources and to simplify concepts or ideas. But you must **not** use AI-generated output in any form in your assessment. This means that you must **not** copy and paste content (such as blocks of text or images) from AI-generated outputs, or use AI-generated outputs that you have rewritten in different words. Your thoughts, ideas, interpretation, analysis and words must be your own.

When you finish this assessment and submit it for marking, you are declaring that it is your own work. Claiming that work is your own when you know it is someone else's is known as malpractice. There can be severe penalties if you do this. You must **not** work with anyone else, or copy work from other people. NEBOSH uses advanced software and live interviews to help decide if it really is your own work.

The assessment begins with a scenario. You must complete a series of tasks based on this scenario. Each task will include one or more questions. Your answers to **most** of these tasks should fully or partly be based on relevant information from the scenario. Each task will clearly state if this applies.

Please attempt all tasks. The marks available are shown in brackets to the right of each question, or part of each question. This will help guide you to the amount of information you should include in your response. In general, one mark is given for each correct technical point that you clearly demonstrate. Single-word answers or lists are not likely to be enough to gain high marks.

You are **not** expected to write more than 3000 words in total.

Try to distribute your time and word count proportionately across all tasks.

You must write your answers in the answer sheet template provided.

SCENARIO

PrimeDrive Auto Repairs (PrimeDrive) is a long-established, family-run vehicle repair workshop located on a busy industrial estate. The workshop has grown gradually over the past 15 years and now employs 10 workers; these include experienced mechanics, two new apprentices, and two office workers who work from a reception desk at the front of the building. The workshop is managed by a lead mechanic (LM), a business director (BD), and a finance director (FD).

The BD has worked mainly from home since the COVID-19 pandemic six years ago, and focuses on purchases and customer satisfaction. The FD comes into the workshop one day a week to check on invoicing and payments, reinforcing the importance of controlling costs to keep the business competitive. The LM tries to keep everything running smoothly, but is often in a small office at the back of the building, dealing with schedules, parts orders, and customer complaints. The shelves in the office are full of paperwork and dusty folders. The LM usually appears in the workshop only when something is urgently needed, and relies mainly on personal experience to manage health and safety issues when they arise. The BD works from the office when the LM is on holiday, or absent due to sickness. Workers comment that management are *“around, but not really around”*.

There are three car parking spaces at the front of the building for customers, visitors, and delivery drivers. Workers park their vehicles wherever they can find space on the industrial estate. Also at the front of the building, roller shutters open into the workshop area; there is a door next to these roller shutters that leads to the reception desk. Customers often walk straight into the workshop area through the roller shutters to speak with a mechanic. This happens regularly when the reception desk is unattended, while the office workers are busy sorting paperwork or on the phone to other customers. The roller shutters are sometimes closed in colder weather; fumes from engine testing and welding can accumulate, especially on busy days, but the workers prefer to be warm.

Behind the building is a compact rear yard that is used as a car park for vehicles being repaired. When the roller shutters are closed, customers sometimes walk through the rear yard to look for someone to help them. Vehicles are tightly positioned in any available space, sometimes blocking each other. Mechanics often reverse vehicles into areas of limited visibility due to the cramped layout. At tighter corners, the mechanics lean out of the windows to check for people, often shouting warnings to each other. The rear yard is also used as an overflow storage area for workshop equipment, tools, and chemicals such as fuels, lubricants, solvents, and paint thinners. A narrow path leads from the rear yard into the workshop, and workers often use the path to bring tools or parts in and out between jobs.

Three years ago, the LM, working alone, completed a risk assessment on moving vehicles in and out of the workshop and rear yard, as a customer's car had been damaged when a mechanic was reversing. A year later, the LM felt confident to complete a general risk assessment, although they had never been trained in how to do so. They filed both risk assessments in the office, alongside a health and safety policy downloaded from the internet.

Inside the workshop, three repair bays are in constant use throughout the day. Recently, two, new hydraulic-powered lifts have been purchased for two of the repair bays. This has enabled easier access to the underside of the vehicles during repairs and testing. Vehicles usually arrive one after the other, and mechanics frequently step around vehicles being manoeuvred into position. The floor surface shows years of wear; spilled oil and coolant have left slick patches, and power cables trail across the floor from tools being used in different areas. The painted lines on the floor for designated routes have faded, so customers and workers walk wherever they can find space.

Near to the centre of the workshop is a 1.2-metre-deep inspection pit, also with a hydraulic-powered lift. Workers frequently enter this inspection pit to repair and test large and heavy vehicles. The barrier designed to be placed around the inspection pit is often left leaning against a wall, as workers find it takes up too much space. There have been occasions when workers have caught their work boots on a tool, nearly falling into the inspection pit before regaining their balance. These incidents usually lead to a quick laugh, followed by a worker kicking the tool aside. The BD has witnessed this while walking through the workshop but sees it as workers just having a joke. However, over the

years, as more workers have been employed, some of the long-serving mechanics have become annoyed at the lack of space and messy conditions.

Mechanics have complained to the BD that the hydraulic-powered lift over the inspection pit has been leaking oil for some time. The LM takes a quick look at it and says it is because the equipment is old. The LM repairs the hydraulic-powered lift with a replacement rubber seal to stop the leak. After a couple of weeks, an apprentice reports the leak again to both the BD and FD. This time they also report a whining noise when the lift is used. The FD cannot find any record of the original fault report and asks the LM to repair it with minimal cost, as there is no more money left in the budget to buy another hydraulic-powered lift. Unable to find the exact cause of the noise, the LM tries to repair it using major parts from an old hydraulic-powered lift left in the rear yard. They weld some the parts onto one of the hydraulic-powered lift's vertical columns where the noise is coming from. This makes the hydraulic-powered lift a completely new machine. The repair holds well at first, and with the workshop fully booked for weeks, the makeshift repair remains.

Lighting at the rear of the workshop is noticeably dimmer because three of the overhead tubes stopped working months ago. Workers have complained to the BD, but replacement lights are still in their boxes.

Workload pressures have intensified over recent months, and long shifts are common, with mechanics often working 10 hours or more when demand peaks. Workers rely on coffee and quick breaks to get through the day. Apprentices learn mostly by following the experienced mechanics and watching how things are done.

The incident

A customer brings their van to the workshop, complaining that the van has an oil leak. An experienced mechanic collects the keys and drives the vehicle over the inspection pit. The hydraulic-powered lift arms are put in place, and they raise the vehicle slowly, before climbing down into the inspection pit. As the mechanic examines the underside of the vehicle with a portable light, suddenly, a sharp cracking noise is heard throughout the workshop. Workers nearby look up and see the hydraulic-powered lift drop without warning. The vehicle falls, trapping the mechanic underneath. Despite attempts to free the mechanic, the weight of the vehicle makes immediate rescue impossible. Emergency services arrive quickly, but the mechanic dies at the scene.

The next day, both apprentices and two of the mechanics do not attend work due to being distressed by the fatality. The BD makes the decision to close the workshop for a few days. As they are getting ready to lock up, a police officer and a health and safety enforcement officer visit. They find that the hydraulic-powered lift involved in the incident has not been serviced for more than two years. No maintenance records are available for the temporary repair carried out by the LM. When asked for risk assessments or safe systems of work for lifting operations, the BD provides them with the general risk assessment, but it does not include this task. The health and safety policy is dated January 2020 and is not signed; it also has another vehicle repair workshop's name on it. The BD tells the enforcement officer it is the LM's responsibility to make sure that all of the documents are in order and to repair the hydraulic-powered lift. The LM later admits that they are unsure what records are legally required.

The BD admits that finances have been strained and mentions that PrimeDrive has recently opted for a less expensive insurance policy with reduced coverage.

Following the reported fatality, there is a noticeable decline in customers visiting the workshop for car repairs.

Supporting Document

1. Risk assessment: Vehicle movements in workshop and rear yard

Task 1: Employer obligations

- 1 Employers have obligations under Recommendation 10 of the International Labour Organisation's (ILO's) R164 – Occupational Safety and Health Recommendation, 1981 (No. 164).

Comment on which of these employer obligations are likely to have been contravened at PrimeDrive.

(15)

Note: You should support your answer, where applicable, using relevant information from the scenario.

Task 2: Policy review

- 2 Why might PrimeDrive's health and safety policy require a review?

(10)

Note: You should support your answer, where applicable, using relevant information from the scenario.

Task 3: Risk assessment

- 3 Explain why the risk assessment on vehicle movements would **not** be considered *suitable and sufficient*.

(15)

Note: Your answer must be based on the scenario and **supporting document 1**.

Task 4: Demonstrating management commitment

- 4 How does the management team demonstrate poor commitment to health and safety?

(12)

Note: You should support your answer using relevant information from the scenario.

Task 5: Job factors

- 5 What *job* factors are likely to have contributed to the incident that resulted in the worker's death?

(10)

Note: You should support your answer using relevant information from the scenario.

Task 6: Reactive monitoring methods

- 6 Describe the *reactive* (lagging) monitoring measures that could be put in place by PrimeDrive.

(12)

Note: You should support your answer, where applicable, using relevant information from the scenario.

Task 7: Developing a safe system of work (SSOW)

- 7 Following the incident, an SSOW needs to be developed for working inside the inspection pit.

What information should be included in this written SSOW?

(18)

Note: You should support your answer, where applicable, using relevant information from the scenario.

Task 8: Reviewing health and safety performance

- 8 Following recent incidents and worker concerns about unsafe conditions, the management team want to check whether existing control measures are effective.

What *other* reasons are there for PrimeDrive to review their health and safety performance?

(8)

End of assessment

Now follow the instructions on the answer sheet template about submitting your answers.

Disclaimer

The scenario is fictional. No element of the content is intended as a factual representation of any specific person, organisation, or event.

Important note

NEBOSH owns all assessment papers, answer sheet templates and any supporting documents. You must **not** copy, share or upload them (including to Artificial Intelligence (AI) assistants or tools) unless you first have written permission from NEBOSH.