

NOCC-A21 Electrician: Competence Package

Relevant Occupation/trade title: Electrician			SAQA ID: 91761		
Learning Area 1: Prepare for work			Total Hours:		264
Learning Project 7: Comply and adhere to Occupational Health and safety and perform (OHS Act), First Aid and fire fighting activities- Level 1			Total Hours:		40
Requisite learning areas/projects to be in place (Pre-requisite and co-requisite):		LA 1 - LP 1, 2			
Learning project description: Understand, comply and adhere to Occupational Health and Safety (OHS Act), and perform First Aid and fire fighting activities					
Activity phase	Practical Skills Modules Content	Underpinning Knowledge Module Content	Work Experience Module Content (Exposure to be given)	Didactical-methodological advice	Learning materials/Tools and Equipment
Reference to QCTO Curriculum	PM-02-PS01 PM-05-PS03	KM-01-KT01 KM-05-KT02 KM-05-KT02	WM-None		
Planning/Preparation	<p><u>Provide access to (Given):</u> Different work scenarios and material as specified in last column</p> <p><u>Apprentices must be able to do/perform the following (hard and soft) skills:</u></p> <p>Follow workplace procedures for hazard identification and risk control:</p> <ul style="list-style-type: none">Identify the responsibilities and duties of employees in relation to the relevant Occupational Health & Safety Act in day-to-day actionsUnderstand the relevant workplace procedures in terms of hazard identification and risk controlRecognise and categorise	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none">Occupational health and safety legislation and regulations for workplace safety within electrical industryProcedures for the use of personal protective clothing and equipmentImportance of safe premises, buildings and security in an industrial setting and the consequences of non-complianceTypical hazards associated with a range of work environments in the electrical industryProcedures used to control the risks associated with these hazardsProtection devices (Refer to LA 1 LP 9)	<p><u>Under supervision:</u></p> <ul style="list-style-type: none">Participate in prescribed OHS arrangements in the workplaceParticipate in regular toolbox talksEvaluate safety risks in relation to given work tasks and adopt preventative measuresPerform an OHS evaluation of the workplace and provide a report to mentor/superior on identified risks and potential preventative measuresSecure a work area with the applicable safety signage	Lecture, presentations, You-Tube Practical demonstrations, Role play, Practical group work & Individual practice sessions under supervision	<p>Print materials, electronic files, software applications incl.:</p> <ul style="list-style-type: none">Legislation on OHSARequired documentation for risk assessment and documentation <p>Training workshop and laboratory equipment incl.:</p> <ul style="list-style-type: none">Relevant PPEAppropriate fire extinguisher for a given type of fire

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	<p>safety risks in relation to given work scenarios</p> <ul style="list-style-type: none"> Acquire safe work methods for controlling risk prior to undertaking a work assignment Identify appropriate PPE for given work scenario 	<p>Emergency, fire and accident:</p> <ul style="list-style-type: none"> Causes, prevention and control of fires Basic process of fighting a fire. Procedures for reporting accidents, Evacuation procedures Appropriate Basic First Aid measures 	<ul style="list-style-type: none"> Conduct a safety talk regarding working at heights with other staff members informing them on the applicable risks and required PPE Exercise initial First Aid measures in the event of a mock accident Exercise fire fighting measures in a mock exercise Lift, carry and handle hazardous substances Store hazardous substances following safety procedures Check extent to which PPE is used and the condition and availability of PPE at the workplace 		
Implementation/ Execution	<p>Participate in risk control measures</p> <ul style="list-style-type: none"> Recognise hazards in the work area and report them to appropriate personnel Wear appropriate PPE Implement and monitor risk control measures in relation to identified hazards Apply correct lifting and handling techniques Follow company procedures to eliminate identified hazards <p>Participate in simulated incidents (accident, fire, etc.)</p> <ul style="list-style-type: none"> Follow workplace procedures for dealing with accidents, fires and emergencies according to work procedures, scope of responsibility and competence level Establish and complete OHS records of incidents 	<p>Manual handling practices in the workplace including:</p> <ul style="list-style-type: none"> Correct procedures for lifting and carrying to prevent manual handling injuries <p>Usage of chemicals in the workplace incl.:</p> <ul style="list-style-type: none"> Classification of chemicals as hazardous substances and/or dangerous goods Safe storage procedures for chemicals Purpose and interpretation of material safety data sheet (MSDS) <p>Working at heights at the workplace incl.:</p> <ul style="list-style-type: none"> Identification of work area as a height risk and use of appropriate safety equipment to prevent a fall <p>Working in confined spaces incl.:</p> <p>Identifying workplace situations that could be classified as a confined space and control measures for working in a designated confined space</p>			
Evaluation/ Documentation	<p>Maintain workplace in a safe, secured and clean condition</p> <ul style="list-style-type: none"> Complete relevant OHS records Clean work area, make it safe, and follow sustainable energy 				

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	<p>practices</p> <ul style="list-style-type: none"> • Secure and store equipment in designated locations and positions • Dispose of waste materials following environmental requirements • Store dangerous substances safely following relevant procedures 	<p>Typical physical and psychological hazards at the workplace incl:</p> <ul style="list-style-type: none"> • Short and long term effects of excessive noise and techniques to avoid damage to hearing due to excessive noise • Effects of thermal stress and ultraviolet (UV) radiation on the human body and work practices to protect against thermal stress and UV radiation. • Dangers associated with laser operated equipment and tools and suitable protective measures to overcome the danger • Detrimental effects and dangers of drug and alcohol use in the workplace <p>Working safely with electricity incl:</p> <ul style="list-style-type: none"> • Common causes of electrical accidents • Effects of electric shock on the human body • Precautions that can minimise the chance of electric shock (earthing, extra low voltage, fuses, circuit breakers and residual current devices – RCDs) <p>First Aid and life support in the workplace incl:</p> <ul style="list-style-type: none"> • Responsibilities of the First Aider • Priorities of first aid management for any accident or injury • Procedures required at an accident scene 			
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Total	Hours : 40				
Specialisation additions					
Assessment guidance <ul style="list-style-type: none"> • Self assessment • Group assessment • Theory test Criteria for assessment: <ul style="list-style-type: none"> • Identify OHS preparations needed when entering a workplace • Identify potential hazards a workplace and review the effectiveness of health and safety measures • Explain Fire fighting procedures and techniques including Fire fighting and safety equipment required • Explain basic First aid procedures including CPR / Abdominal Thrust 					