

Details Document

92 – Workplace Safety/Secondary

The purpose of this document is to provide competitors with the additional details they may need in order to prepare for the competition. Should competitors have further questions, they are welcome to contact Clare Waddell, cbwaddell@wcb.pe.ca, chair of the Provincial Technical Committee.

1) Hazard Identification

45 minutes, worth 35%
Essential Skills – 4, 6, and 7

What are competitors required to do for this activity?

- Each group of competitors (Group A and B) will have a set time slot in which to do their hazard identification.
- Competitors will be given a brief orientation to a mock workplace, and to the Hazard Identification activity.
- Once oriented to the activity, each competitor will be given 45 minutes to complete an inspection of the mock workplace, and to identify hazards.
- Each competitor will identify **7 hazards**, and complete a hazard identification table, such as the one shown below:

Identified Hazard	What could happen?	What needs to be done to control the hazard?
Tool with frayed electrical cord	Worker could get electrocuted	Tool needs to be removed from service and replaced with properly maintained tool
Poor housekeeping in shop – excessive sawdust on floor	Worker could slip, and fall into path of tools in operation. Worker could be injured by the fall or by the tool they may be exposed to.	Sawdust needs to be swept up, and shop tidied regularly

How will competitors be marked?

For each hazard identified, the competitor will earn:

- Up to 2 marks for correctly explaining why it is a hazard, or ***“what could happen.”***
- Up to 3 marks for correctly describing ***“what needs to be done to control the hazard,”*** thus preventing injury.

What might competitors do to prepare for this activity?

To prepare for this activity competitors may wish to:

- Use this link http://www.ccohs.com/oshanswers/hsprograms/hazard_risk.html to check out “What are examples of hazards?” and “What types of hazards are there?”
- Use this link <http://www.ccohs.ca/oshanswers/prevention/effectiv.html> to check out “What type of hazards do we look for in a workplace?”
- Do an online search of “workplace hazards.”
- Talk to parents and other experienced workers about hazards in their workplaces.

- Talk to a member of the Joint Occupational Health and Safety Committee at their school or workplace.

(2) Hazard Control Search

90 minutes, worth 30%
Essential Skills – 2, 3, and 7

What are competitors required to do for this activity?

- Competitors will be given a brief orientation to the Hazard Control Search (including a floor plan of the Provincial competition site), and a booklet to be completed and handed in by end of 90-minute time slot.
- Competitors will visit other competition sites of their choice (at least two other sites).
- Competitors will observe, listen, take notes, and ask questions (their own questions) in order to gather information on hazard control.
- Competitors will use booklets to record both initial information gathered (notes, lists, diagrams, etc.), as well as final responses to questions.
- Competitors will be responsible for returning to the Workplace Safety site anytime within the 90-minute time limit to complete and hand in their booklet.
- From the various competition sites visited, competitors will choose two on which to base their answers to the assigned questions. Questions will be similar to those shown below, and must be answered for each of the two sites visited:
 - What hazards are associated with this type of work?
 - What controls have you observed in place at this competition site?
 - Briefly describe one of the controls in place, explaining how it works to control the hazard.
 - Provide a detailed description (word and diagram) of one of the controls observed.
 - Which type of hazard control is represented by the one described above – elimination/substitution, engineering control, administrative control, or PPE?

How will competitors be marked?

- Competitors will be marked on their ability to gather information on hazard control, as demonstrated in the written answers they provide in their booklets.
- Marks will be awarded on the completeness of their answers, as follows:

Question	Potential Score (for each of 2 sites)
What hazards are associated with this type of work?	3
What controls have you observed in place at this competition site?	3
Briefly describe one of the controls in place, explaining how it works to control the hazard.	2
Provide a detailed description (written and diagram) of one of the controls observed.	5
Which type of hazard control is represented by the one described	2

above – elimination/substitution, engineering control, administrative control, or PPE?	
Sub Total	15
Total	30

What might competitors do to prepare for this activity?

To prepare for this activity competitors may wish to learn about hazard control by exploring some of the recognized OHS websites. Such websites include (but are not limited to):

- Workers Compensation Board of PEI website
- Canadian Centre for Occupational Health and Safety – www.ccohs.ca
 - http://www.ccohs.com/oshanswers/hsprograms/hazard_risk.html
- Canadian Society of Safety Engineering – www.csse.org
- Associations for specific occupations (construction associations, electrical associations, etc.)

(3) OHS Presentation

90 minutes (Preparation) + 10 minutes (Delivery), worth 35%
Essential Skills – 2, 4, 5, 6, and 9

What are competitors required to do for this part of the competition?

- Competitors will be assigned - by random draw – a topic from a list provided on Competition Day.
- Competitors will do a brief internet search of topic, outlining key points to be communicated, and **including at least one piece of legislation from the OHS Act and Regulations of PEI, relating to assigned topic**
- Competitors will develop a 5 – 7 minute oral/electronic presentation around their topic
- Competitors will have the use of computers on which to prepare their presentations and from which to deliver their presentations.
- At their scheduled time, each competitor will deliver their 5 – 7 minute presentation in front of judges and other competitors.
- Presentations should include a brief introduction, content around assigned topic, and a conclusion. See **Presentation Scoring Guide** below.

How will competitors be marked?

- Competitors will be marked on their use of the time given for researching the topic and preparing the presentation
- Competitors will be marked on the structure and content of the presentation they develop
- Competitors will be marked on how well they are able to communicate the information they have prepared

(See **Presentation Scoring Guide, Delivery** for specifics).

Presentation Scoring Guide

		1 – 3 UNSATISFACTORY/NEEDS IMPROVEMENT	4 - 6 SATISFACTORY	7 – 9 GOOD	10 EXCELLENT	
		1 - 3	4 - 6	7 - 9	10	COMMENTS
Research	Used allotted time efficiently					
	Consulted reputable sources					
	Consulted the OHS Act and Regulations of PEI for legislation related to presentation topic.					
Presentation Content	Included introduction					
	Outlined content to be covered					
	Included key points for assigned topic					
	Presented information in a sequential and organized manner					
	Included a summary/conclusion					
	Used slides/visuals which were attractive and added value to overall quality of the presentation					
Presentation Delivery	Spoke clearly and projected well					
	Made eye contact and engaged with the audience					
	Used enthusiasm and/or humour					
	Used slides/visuals with ease and to good effect					
	Left audience with a sense of closure					
Additional Comments:						

What might competitors do to prepare for this activity?

To prepare for this activity competitors may wish to:

- Practice developing short presentations on a variety of topics in order to choose the format with which they feel most comfortable
- Practice carrying out online searches of various topics/terms, and explore some of the recognized OHS websites. Such websites include (but are not limited to):
 - Provincial/territorial regulatory bodies (Ministries of Labour)
 - Provincial/territorial workers compensation boards – www.awcbc.ca
 - Canadian Centre for Occupational Health and Safety – www.ccohs.ca
 - Canadian Society of Safety Engineering – www.csse.org
 - Associations for specific occupations (construction associations, electrical associations, etc.)