

## Site Safety Induction – Retention of Knowledge Check

DATE OF INDUCTION \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

### Registration of Inductee:

First Name(s):	
Surname:	
Date of Birth:	
Position/Trade:	
Company:	

Please read the question and mark the correct answer with a tick or X.

**Select only one answer per question.**

<b>1</b>	<b>Housekeeping</b>
What are the rules for housekeeping?	
a	I clean up every Friday, after I have finished my work
b	I clean up every day, before I go home
c	I clean up every time we have a general clean-up of the site
d	I keep my workplace clean at all times so that it is safe for those who need to pass through

<b>2</b>	<b>Registration at the gate</b>
When shall I register my presence at the main entrance?	
a	Only when I arrive in the morning and when I leave at the end of the day
b	Every time that I enter or exit the site
c	When I leave the site for more than 30 minutes
d	When I leave the site for more than 5 minutes

<b>3</b>	<b>Alcohol and Drugs</b>
What are the rules for alcohol and drugs?	
a	Alcohol is permitted for special occasions
b	There is a strict zero tolerance policy regarding possession of or being under the influence of alcohol and/or illegal substances
c	I can have one drink in the lunch break but not during work hours
d	If I'm still feeling a bit rough from a drink the night before nobody will notice

<b>4</b>	<b>Smoking</b>
What are the rules for smoking on site?	
a	Smoking is not allowed anywhere on the site
b	Smoking is allowed only in the designated area
c	Smoking is allowed inside buildings or vehicles
d	Smoking is allowed outside buildings but not inside offices

<b>5</b>	<b>Mobile Phones</b>
Whilst on site my mobile phone...	
a	... can only be used in the Straw Barn 'safe areas' or in the Admin/Control Building unless in an emergency (e.g. in the event of an accident, major spillage or fire)
b	... must be set at low volume
c	... must be switched to silent mode (muted)
d	... shall be left in my car

<b>6</b>	<b>At-Risk Behaviour</b>
If I observe at-risk behaviour, I will...	
a	... do nothing and hope the person does not hurt himself
b	... shout at the person to warn him and then get on with my work
c	... stop the at-risk behaviour, talk to the person involved; find a solution for avoiding the at-risk situation. Afterwards I report the incident to BREP O&M
d	... call the supervisor and otherwise mind my own business
e	... talk to the person involved during the next break to hear if things turned out OK

<b>7</b>	<b>Waste</b>
These are the rules for waste material:	
a	Waste must be put in a nice pile at my work place and removed every Friday afternoon
b	Waste must be placed in one of the waste containers on site when I have time to do it
c	Waste must be promptly placed in the correct container for that particular type of waste

<b>8</b>	<b>Emergency Procedures</b>
The alarm sounds – I will...	
a	... stop work immediately and leave the area, making sure it is safe
b	... make my way to the site emergency assembly point
c	... make sure that I am accounted for with the Incident Controller
d	... await further instructions
e	All of the answers are correct

<b>9</b>	<b>Safety Policy</b>
There are two principles which are superior to all other considerations in BWSC?	
a	Do it as cheap and fast as possible
b	Do it as safe as you can - and make sure you do not work overtime
c	Safety is everyone's business - the supervisors will tell us when we should get a move on
d	It's always someone else who gets hurt, never me
e	Do it safely - or not at all. There is always time to do it right.

<b>10</b>	<b>Incident Reporting</b>	
I witness a dangerous situation involving people working on site. No one gets hurt and nothing is damaged. What do I do?		
a	I take it on myself to immediately talk to the people involved and explain what I saw	
b	I see if there's anything I can do to help prevent it happening again	
c	I report the incident to a BREP representative	
d	All the above	

<b>11</b>	<b>Personal Protective Equipment (PPE)</b>	
What personal protective equipment must be used at all times on site?		
a	Hi-Visibility Overalls/Hi-Visibility Tabards for Visitors	
b	Safety Helmet	
c	Safety Boots. Rigger boots are not allowed on site	
d	Safety Eye Protection. Darkened shades are not permitted on site	
e	Gloves appropriate to the risk	
f	All answers are correct	

<b>12</b>	<b>Safe System of Work</b>	
Before start of a job...?		
a	There must be a valid risk assessment/method statement in place for the task which has been accepted by BREP O&M	
b	I must never start work without the permission of a BREP Safety Controller	
c	I must ensure a COSHH Risk Assessment is in place if my task involves chemicals/substances which I must read and sign to say I've understood	
d	I must complete a General Safety Assessment Form (GSAF) before I start work	
e	All answers are correct	

<b>13</b>	<b>Safety Documents</b>	
When do I need a Safety Document (e.g. Permit to Work)?		
a	Before I do any hot work	
b	Before I consider entering any confined space	
c	If I need any equipment power supplies to be turned off	
d	When a Safety Controller decides that a safety document is required	
e	All answers are correct	

<b>14</b>	<b>Scaffolds</b>	
Before I start working on a scaffold I make sure that the following is there:		
a	Handrails, knee rails, kick plates and a ladder	
b	A good scaffold has handrails, knee rails, kick plates and the planking is secured properly	
c	Handrail, knee rail, kick plate, planking is secured and there is a green scaff-tag showing that the scaffold has been inspected in the last 7 days	

<b>15</b>	<b>Process Safety</b>	
It is important that while ever I am on site I ...		
a	Only operate or work on equipment that I decide I can make safe myself	
b	Never work on, operate or interfere with any equipment I am not authorised to	
c	Only make modifications to the plant which I don't think will affect anyone	
d	None of the answers are correct	

**HEALTH QUESTIONNAIRE**

<p><b>To allow us to give you the most appropriate First Aid if needed, please tell us if you ever suffered from or are currently suffering from any of the following: (please tick "Yes" or "No")</b></p>	<p><b>YES</b></p>	<p><b>NO</b></p>
Fits, faints, dizziness, epilepsy or blackouts?		
Mental or nervous disorders?		
Pace Maker Fitted (Or other Device), Heart disease or high blood pressure?		
Asthma, bronchitis TB or other lung disease?		
Diabetes?		
Skin disease or dermatitis?		
Deafness, tinnitus or ear disease?		
Back or neck pain, arthritis or rheumatism?		
Recurrent pain in your hands, numbness, tingling or blanching of your fingers?		
Allergic reaction to anything (including chemicals)?		
<p>Any other health condition that you think we should know about? (if so, please provide details below)</p>		

**I, the undersigned, confirm that I have attended the BWSC GS UK Ltd Brigg Site Induction and acknowledge my understanding of the information given to me and will comply with all requirements whilst on the Brigg site.**

**SIGNED:** .....