



The Royal Environmental  
Health Institute  
of Scotland

13.3 Describe the appropriate use and maintenance of:

- (a) Plugs
- (b) Fuses
- (c) Cable and flex
- (d) Adaptors
- (e) Residual Current Devices (RCDs)

13.4 Explain how environmental conditions may affect the safe use of electrical equipment indoors and outdoors.

13.5 Describe, in general terms, the main requirements of the Electricity at Work Regulations.

13.6 Describe briefly the safety features inherent in the design and construction of electrical equipment.

#### 14.0 OCCUPATIONAL HEALTH

Objectives

14.1 Describe the causes of work related ill health and the steps to control and prevent it.

14.2 Explain the dangers associated and describe appropriate measures to control the hazards associated with work related ill health including:-

- (a) Noise & Vibration
- (b) Repetitive strain injury
- (c) Display screen equipment (DSE)
- (d) Viral and bacterial infections e.g. legionnaires disease, hepatitis B.
- (e) Stress.
- (f) Work related violence
- (g) Drugs and alcohol
- (h) Asbestos

14.3 Describe, in general terms, the main requirements of the Display Screen Equipment and the Noise at Work Regulations.

14.4 Outline the role of the Employment Medical Advisory Service (EMAS)

N.B. These are basic occupational health issues. Course presenters should include other specific issues if they are relevant to the workplace situation of their course participants.

#### 15.0 MANUAL HANDLING

Objectives

15.1 Explain the significance of back injuries and their management in the workplace.

15.2 Describe the correct procedure for moving, lifting, carrying and stacking.

15.3 List the aids available to assist manual handling in the workplace.

15.4 Describe appropriate control measures to ensure safe manual handling.

15.5 Describe, in general terms, the main requirements of the Manual Handling Operations Regulations.

#### 16.0 WORKING AT HEIGHTS

Objectives

16.1 Describe the main hazards when working at height.

16.2 Describe appropriate control measures to ensure safe access, egress and working in areas above or below ground level, with particular reference to:

- (a) ladders
- (b) work platforms including portable access platforms
- (c) fragile roofs, internal voids
- (d) safeguarding hatches and pits
- (e) scaffolding
- (f) overhead cables
- (g) dropping tools and debris
- (h) the working area
- (i) other people

16.3 Describe, in general terms, the main requirements of the Working at Height Regulations 2005

November 2017

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# SYLLABUS

Elementary Health and Safety Course  
Minimum Teaching Time – 6 hours

The REHIS Elementary Health and Safety Qualification is levelled  
on the Scottish Credit Qualification Framework (SCQF) at level 5, awarded 1 credit  
and is equivalent to Level 2 Awards in England, Wales and Northern Ireland



The REHIS - Elementary Health and Safety Course is recognised by CSCS as equivalent to the Level One Award *Health and Safety in a Construction Environment*. If you are a construction site labourer and hold a valid certificate for the REHIS - Elementary Health and Safety Course, you can apply for the CSCS green Labourer card.

You must have passed the CITB Operatives Health, Safety and Environment Test within two years prior to applying for a card. For more information visit [www.cscs.uk.com/greencard](http://www.cscs.uk.com/greencard)

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The course Presenter is required to give examples relevant to the work environment of their course participants; however the whole syllabus must be covered.

All objectives to be prefixed by the words: The expected outcome is that the course participant is able to:

## 1.0 GENERAL INTRODUCTION

### Objectives

- 1.1 Explain the importance of health and safety, what accidents and work-related ill-health are, and why they occur.
- 1.2 Explain why the welfare of people at work is important.
- 1.3 State the approximate annual number of reported work related deaths, and injuries, which occur to people at, work in the United Kingdom, including the construction industry, and the approximate costs involved, and explain the problems of under reporting.
- 1.4 Define: Accident, Hazard, Risk, Safe, Near Miss, and Competent Person.

## 2.0 ACCIDENTS & ILL HEALTH

### Objectives

- 2.1 Describe the human factors, occupational and environmental factors which can contribute to accidents occurring.
- 2.2 Explain the actions that should be taken after an accident or dangerous occurrence has taken place.
- 2.3 Describe, in general terms, the main requirement for reporting accidents to enforcing authorities in terms of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).
- 2.4 Explain the importance of reporting and recording all accidents or near miss incidents.
- 2.5 State the implications of not preventing accidents and ill health at work.

## 3.0 SLIPS & TRIPS

### Objectives

- 3.1 Explain the significance of injuries received through slips and trips.
- 3.2 Describe appropriate measures to prevent slips and trips.

## 4.0 AN INTRODUCTION TO HEALTH AND SAFETY LAW

### Objectives

- 4.1 Explain in basic terms the difference between civil and criminal law and how this relates to Health and Safety at Work.
- 4.2 Explain that the Health and Safety at Work etc. Act 1974 is the major piece of United Kingdom legislation for Health and Safety.
- 4.3 Explain that the general requirements of the Act are supplemented by more detailed Regulations.
- 4.4 Describe, in general terms, the duties of an employer to employees and others who may be affected by their work activities, including the requirement to produce a safety policy, and provide adequate training for employees.
- 4.5 Describe, in general terms, the duties of employees whilst at work.
- 4.6 Describe, in general terms, the main requirements of the Management of Health & Safety at Work Regulations.
- 4.7 Describe, in general terms, the requirements of employers to consult with employees regarding Health and Safety.
- 4.8 Describe, in outline, the role and powers of the following enforcement authorities: The Health and Safety Executive, Local Authorities and Fire Authorities.

## 5.0 RISK ASSESSMENT

### Objectives

- 5.1 Define the terms hazard, risk and risk assessment.
- 5.2 Describe the factors that are likely to increase the level of risk.
- 5.3 Explain the steps to be taken when carrying out a risk assessment.
- 5.4 State the purpose of method statements and safe systems of work.
- 5.5 Describe the principle of hierarchy of control.
- 5.6 List examples of controls for common workplace hazards.
- 5.7 Understand the need for specialist risk assessments in certain environments, including the construction industry.
- 5.8 Explain the legal requirements of risk assessment and method statements.

## 6.0 HAZARDOUS SUBSTANCES

### Objectives

- 6.1 Explain why substances can be hazardous and the basic classification of hazardous substances.
- 6.2 Describe, in general terms, the main requirements of the Control of Substances Hazardous to Health Regulations (COSHH).
- 6.3 Understand the warning labels of substances in accordance with the EU chemical Classification, Labelling and Packaging Regulation (CLP).
- 6.4 Explain that there is a hierarchy of measures to control the risks from hazardous substances, and describe these control measures.
- 6.5 Understand the general terms of the Control of Asbestos at Work Regulations 2012.
- 6.6 Describe types of asbestos; sprayed asbestos, cement, lagging, insulating board, textured coatings and others.

## 7.0 PERSONAL PROTECTIVE EQUIPMENT

### Objectives

- 7.1 Describe the role of personal protective equipment.
- 7.2 State the types of personal protective equipment used when dealing with hazardous materials.

## 8.0 WORKPLACE HEALTH, SAFETY AND WELFARE

### Objectives

- 8.1 Describe, in general terms, the main requirements of the Workplace (Health, Safety and Welfare) Regulations, in respect of:
  - (a) Workstations
  - (b) Room dimensions and space
  - (c) Floors & Gangways
  - (d) Stairways
  - (e) Lighting
  - (f) Temperature
  - (g) Ventilation
  - (h) Housekeeping and waste disposal
  - (i) Safe storage
  - (j) Falling objects
  - (k) Rest Areas, Toilets and Washing Facilities
- 8.2 Describe how the above are all features of a healthy and safe workplace, and the actions required to maintain satisfactory standards of each.
- 8.3 Describe the basic requirements of Safety Signs legislation. Identify hazard warning signs and symbols.
- 8.4 Understand the risk to health within the construction environment.
- 8.5 State the importance of personal hygiene within a work environment and a construction environment.
- 8.6 Describe the main requirements of the Construction (Design and Management) Regulations 2015.

## 9.0 VEHICLES AT WORK

### Objectives

- 9.1 Explain the dangers associated with vehicles at work.
- 9.2 Describe the methods and controls to reduce the risk of accidents involving vehicles.
- 9.3 Explain the control measures to prevent pedestrian/vehicle conflict including the use of method statements.

## 10.0 FIRE

### Objectives

- 10.1 Explain the dangers associated with fire.
- 10.2 Describe the three conditions required for fire to start and continue to burn.
- 10.3 Describe appropriate measures to prevent the start and spread of fire.
- 10.4 Explain the need for provision of adequate methods of raising the alarm, and routes of escape in the event of fire.
- 10.5 Explain the importance of correct storage of combustibles and chemicals.

## 11.0 FIRST AID

### Objectives

- 11.1 Explain why the provision of First Aid equipment or facilities is important.
- 11.2 Describe, in general terms, the main requirements of the Health and Safety (First Aid) Regulations.

## 12.0 PLANT, MACHINERY AND EQUIPMENT

### Objectives

- 12.1 Describe the main hazards associated with plant, machinery and equipment, including mechanical handling equipment.
- 12.2 Describe appropriate measures to control these hazards.
- 12.3 Describe, in general terms, the main requirements of the Provision and Use of Work Equipment Regulations.
- 12.4 Identify and understand the main warning signs and symbols used around the use of plant, machinery and equipment.
- 12.5 State the importance of safeguards located near where plant, machinery and equipment are being used.
- 12.6 Explain how method statements can assist in ensuring the safety of workers plant, machinery and equipment is in use.

## 13.0 ELECTRICITY AT WORK

### Objectives

- 13.1 Explain the dangers of electricity and common electrical hazards.
- 13.2 Describe the action including first aid treatment, to be taken in the event of someone receiving an electric shock.