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| Title: | **Managing a healthy and safe environment (M4.29)** |
| Level: | 4 |
| Credit value: | 2 |
| Learning outcomes (the learner will) | Assessment criteria (the learner can) |
| 1. Understand the importance of working in a healthy and safe environment
 | 1.11.21.3 | Review current UK law and legislation on health and safety Evaluate the benefits of having a health and safety policy in the workplaceCritically review own organisation’s health and safety policies and procedures  |
| 2. Be able to manage a healthy and safe environment | 1.11.21.3 | Conduct a risk assessment in own area of operationProduce a risk assessment report with recommendations for improvements to health and safety in own area of operationPlan the implementation of recommendations to health and safety policy in own area of operation, using measurable targets |
| **Additional information about the unit** |  |
| Unit purpose and aim(s) | To develop understanding and ability to be able to manage a healthy and safe environment as required by a practising or potential middle manager. |
| Details of the relationship between the unit and relevant national occupational standards or professional standards or curricula (if appropriate) | Links to MSC 2004 NOS: B8, B10, B11, E6 |
| Assessment requirements or guidance specified by a sector or regulatory body (if appropriate) |  |
| Support for the unit from a sector skills council or other appropriate body (if required) | Management Standards Centre (MSC) |
| Location of the unit within the subject/sector classification system | Business Management |
| Unit guided learning hours | 9 |
| **Additional Guidance about the Unit** |
| **Indicative Content:** |
| 1 | * Health and safety law, civil claims, negligence, HASW Act, Management of Health and Safety at Work Regulations, Role and powers of HSE
* Workplace (Health Safety and Welfare) Regulations
* Organising risk assessment procedures, identifying prevention and control measures
* Accident causation, immediate and root causes, investigating accidents and incidents, producing reports. Recommending prevention and control measures
* Costs of accidents at work, effects on people and productivity
* Monitoring health and safety performance, inspection, audits, sampling, safety tours and use of accident statistics
* Employee consultation, Safety Representatives and Safety Committees Regulations, Health and Safety (Consultation with Employees) Regulations
* Environmental protection legislation, reusing, reducing and recycling resources, sustainable activities, waste disposal duties
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| 2 | * Risk assessment and risk assessment reports
* Implementing the results of risk assessments
* Action planning and target setting
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