

**SKILLS FRAMEWORK FOR ELECTRONICS  
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

<b>TSC Category</b>	Workplace Safety and Health Management					
<b>TSC</b>	Hazards and Risk Control, and Policy Management					
<b>TSC Description</b>	Ensure a systematic and objective approach for hazards identification and risk assessment to effectively manage the hazards that may occur within the workplace					
<b>TSC Proficiency Description</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>
		<b>ELE-WSH-2002-1.1</b>	<b>ELE-WSH-3002-1.1</b>	<b>ELE-WSH-4002-1.1</b>		
		Interpret relevant Workplace Safety and Health (WSH) legislations and relevant industry codes to aid in hazards identification at the workplace	Conduct risk identification and recommend control measures to mitigate risk exposure	Facilitate Workplace Safety and Health (WSH) professionals' work in carrying out safety inspections, implementing control measures and evaluating their effectiveness		
<b>Knowledge</b>		<ul style="list-style-type: none"> <li>Types and interpretation of relevant WSH legislations and relevant industry Codes of Practice (CP)</li> <li>Types and usage of Personal Protective Equipment (PPE), safety devices and equipment</li> <li>Types and interpretation of safety signage</li> <li>Organisational WSH procedures and Risk Assessment (RA)</li> <li>Common manufacturing hazards and risk controls</li> <li>Types of hazards on work area, safety signage, safety devices and equipment.</li> <li>Types of risk control measures</li> <li>WSH legislative requirements</li> </ul>	<ul style="list-style-type: none"> <li>Types of hazards associated with the use of tools and operation of equipment and machine at workplace</li> <li>Types of hazards associated with materials and chemicals used at workplace</li> <li>Principles and methodology of Risk Assessment (RA)</li> <li>Importance and types of risk control measures at workplace</li> <li>Organisational Workplace Safety and Health (WSH) procedures and WSH legislative requirements</li> </ul>	<ul style="list-style-type: none"> <li>WSH management programmes</li> <li>Elements of WSH management systems</li> <li>Applicable WSH legal and other requirements</li> <li>Means of obtaining updates on amended or new WSH legal requirements</li> <li>Workplace communication channels</li> <li>Causes and types of lapses in WSH control measures</li> <li>Methods for monitoring risk control measures</li> </ul>		

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<p><b>Abilities</b></p>		<ul style="list-style-type: none"> <li>• Establish job and WSH objectives according to work instructions, organisational WSH procedures and policies</li> <li>• Plan work activities to meet WSH requirements</li> <li>• Schedule daily work activities in accordance to organisational WSH procedures</li> <li>• Identify and monitor hazards by conducting WSH checks on work areas, safety signage, safety devices and equipment</li> <li>• Perform risk controls</li> <li>• Follow organisational emergency and evacuation procedures in the event of emergencies or drills</li> <li>• Report any abnormalities and problems encountered in complying with WSH requirements</li> <li>• Contribute ideas to enhance WSH programmes</li> <li>• Provide constructive suggestions to apply WSH practice</li> <li>• Seek appropriate advice for monitoring hazard checks</li> </ul>	<ul style="list-style-type: none"> <li>• Identify hazards by conducting WSH checks on work area, safety signage, safety devices, equipment, machine, materials and chemicals used at workplace</li> <li>• Carry out risk controls in accordance to WSH organisational procedures and legislative requirements</li> <li>• Contribute ideas to improve control of WSH risks in accordance to the hierarchy of control</li> <li>• Identify inadequacies in the existing control measures in accordance with organisational procedures</li> <li>• Provide constructive suggestions to carry out risk controls measures</li> <li>• Report any abnormalities and problems encountered in identifying and monitoring hazards</li> <li>• Check with designated personnel on risk controls</li> <li>• Provide inputs to RA team at workplace in accordance to WSH organisational procedures and legislative requirements</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinate work operations to facilitate WSH inspections, implementation for evaluation of corrective measures</li> <li>• Provide feedback for formulation of WSH risk management</li> <li>• Coordinate data collection and reporting for monitoring the implementation and evaluation of risk control measures to relevant stakeholders</li> <li>• Maintain WSH-related documentation across operational processes</li> <li>• Communicate legal compliance requirements</li> </ul>		
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