London college of excellence limited

G20 ASSIGNMENT

**Ensure responsibility for actions to reduce risks to health and safety**

NVQ Level 2

**Assignment completion date**

**Assessor Signature**

**Number**

**IV Date**

**IV Signature**

**Number**

**Task**

Complete all questions in outcomes 5-9.

**Attempt all questions in BLACK**

There is NO MANDATORY TEST PAPER FOR THIS UNIT

You can use any method of research that you feel appropriate, however, you must be able to prove that this is your own work.

All parts of each outcome must be answered using a standard blue or black ink, or word processed if you prefer.

**Marking**

Your tutor will mark your answers and give you written feedback, and this will be discussed with you. If you have changes to make, your tutor will agree a suitable action plan and a new deadline with you.   
You will have the opportunity to give your comments on the feedback that you have received.

**Learner Name**

**KNOWLEDGE AND UNDERSTANDING OUTCOME 3**

**Know how to reduce risks to health and safety in the workplace**

1. Explain **your responsibility** in **remaining alert to hazards and risks**
2. Describe **own responsibilities** and **scope for action** in **controlling risk**
3. Explain the **importance of adhering to health and safety policies and practices**
4. Describe **where and when** to get **additional health and safety assistance**

e. Describe the **importance of personal presentation and behaviour** in **maintaining health and safety** in the workplace