

Question 19 (12 marks)

- (a) Why is it essential to tag electrical equipment? 2

It is essential to tag electrical equipment for safety reasons. So electricians and the workplace members know when the electrical equipment was last tagged and if there was anything wrong with it. If the electrical equipment is not tagged it can become dangerous as it may have a fault and can be a hazard.

- (b) Analyse the human and organisational costs faced by a business as a result of workplace injuries. 6

~~Costs~~ Workplace injuries can cost the employer business out of money.

Workplace injuries are important to let human resource or OH&S offices know as soon as it happens so the workplace can lodge the injury into State cover so the business is covered.

Workplace injuries can cost the business money if the employee has had time off work or needed medical treatment as it happens during work hours. It will also cost the employed injured person also.

If the injured person has hurt themselves on the work site caused by a fault or a OH&S issue the injured can sue the workplace for not having a safe environment.

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- (c) Write a memorandum to be distributed to all staff informing them of the purpose and content of Material Safety Data Sheets (MSDS).

M E M O R A N D U M

To: All Staff

Date: 27.10.2010

Re: Material Safety Data Sheets

From: Human Resources Department

Dear All Staff members

Just informing you of the Purpose and
content of Material Safety Data Sheets
also known as (MSDS)

MSDS are to be used by all members to
minimise work place injuries etc

If there are any questions please feel
free to drop in to my office

Samara Mitgali
Mitgali

Human Resource Officer.

End of Question 19