

Question 19 (12 marks)

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

Tagging electrical equipment is essential because it ensures that the user is aware of the purpose which reduces the risk of workplace injury. It is also more efficient.

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

The human cost faced by a business can be both emotional and financial. Workplace injury may cause stress on a human or depression if the injury is disabling. Financial cost may include compensation to the victim to cover the costs of the injury. Both financial and emotional costs place added stress on both the victim and the organisation. The organisational cost faced by the business as a result of workplace injury include compensating the victim to cover the costs of the injury, replacing the victim while they recover with a new person that the organisation has to waste his training and also paying to do the job. The emotional cost to the organisation also may affect the way that the place runs.

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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). **4**

M E M O R A N D U M

To: *All Staff*.....

Date: *27.10.2010*.....

Re: *Purpose of content of MSDS*

From: Human Resources Department

The purpose of a Material Safety Data sheet is to outline the chemical that may be present in the workplace and how to handle. They may be to a person. Also it outline the purpose of the chemical and where it should be used and why. It's a handy document to have and ensures that you're safe from any sort of injury.

End of Question 19