**Skill Scan Form**

***Level 3 NVQ Certificate in Occupational Health and Safety***

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| **Full Name** | Click or tap here to enter text. | **Email ID** | Click or tap here to enter text. |

**Part 1: English Language Skills**

Can you speak, read, write, and listen to English? Please select as applicable;

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| --- | --- | --- | --- |
| **Module** | **Level of Skill** | **Module** | **Level of Skill** |
| **Speaking** | Choose an item. | **Writing** | Choose an item. |
| **Listening** | Choose an item. | **Reading** | Choose an item. |

**Part 2: Occupational Safety and Health Skills**

As part of your registration for the Level 3 NVQ Certificate in Occupational Health and Safety, you will be required to present evidence from your workplace. Please tick as applicable if your workplace and your job role allow you to carry out these tasks and you can present the relevant evidence of your skill and/or knowledge attainment from your workplace.

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| --- | --- | --- |
| **Skill Domain** | **Select from the dropdown menu** | **Comments** |
| Are you responsible for ensuring the health and safety risks are eliminated or reduced as far as reasonably practicable in your workplace? | Choose an item. |  |
| Do you develop, maintain and communicate a Safe system of work procedures to ensure the health and safety performance improvement at your workplace | Choose an item. |  |
| Do you monitor the conformity and conformance with the established procedures by the workers at your workplace to ensure the work operations are safely executed? | Choose an item. |  |
| Do you promote the positive health and safety culture at your workplace | Choose an item. |  |
| Do you identify hazards, conduct and review risk assessments at the workplace to ensure the risks are either eliminated or minimized to an acceptable level? | Choose an item. |  |
| **Optional Units (Must select any 2 only)** | | |
| Do you investigate and evaluate health and safety incidents, non-conformities, and complaints in the workplace in order to identify the root causes and take suitable preventive/ corrective actions to eliminate the recurrence? | Choose an item. |  |
| Do you identify and take suitable actions against the risk to the environment due to the nature of the work being carried out in your organization? | Choose an item. |  |
| Do you review the procedures, policies, and work instructions to ensure they are serving their intended function? | Choose an item. |  |
| Do you manage the trainees at your workplace and supervise, monitor, and review their health, safety, and welfare in the workplace? | Choose an item. |  |

**Note:**

1. This is a self-assessment for you to decide if this is the right qualification for you.
2. You must have functional English skills to get registered for this diploma i.e., no “Extremely Limited User” in any Modules of English.
3. If you selected “I never did in my career” or “My Workplace doesn’t have an OHS Management system” then this is probably not the right qualification for you. You can however send an email to [info@paraqual.co.uk](mailto:info@paraqual.co.uk) to discuss your situation with an expert.
4. If, however, you think this is the right qualification for you, you shall need to submit this form “Duly filled” to your designated assessor who will talk to you during the induction meeting to confirm your submissions.

**Declaration by the candidate**

I declare that the information provided in this form is true to the best of my knowledge.

**Candidate Signature:** **Date:** Click or tap to enter a date.

(Please put your sign picture here or print, sign, and scan this form)