



GRETSA UNIVERSITY - THIKA

UNIVERSITY EXAMINATIONS JANUARY – APRIL 2019 SEMESTER

CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

COURSE CODE: CIHR 002

**COURSE TITLE: BASICS OF OCCUPATIONAL HEALTH AND
SAFETY**

DATE: 12 APRIL 2019

TIME: 11.30 AM – 1.30 PM

INSTRUCTIONS TO CANDIDATES

1. SECTION A IS **COMPULSORY**.
2. SECTION B: ANSWER ANY OTHER **THREE** QUESTIONS.
3. **DO NOT** WRITE ANYTHING ON THIS QUESTION PAPER AS IT WILL BE AN EXAM IRREGULARITY.
4. ALL ROUGH WORK SHOULD BE AT THE BACK OF YOUR ANSWER BOOKLET AND CROSSED OUT.

CAUTION: All exam rooms are under CCTV surveillance during the examination period.

SECTION A: COMPULSORY

Question One

- a) Define the term occupational health. **[2 marks]**
- b) Occupational health and safety is necessary in a workplace. Describe any five reasons why occupational health and safety is important. **[10 marks]**
- c) There are three major aspects covered by workplace health. Explain the three major workplace health aspects. **[6 marks]**
- d) Define the term hazard and explain any four categories of organizational hazards. **[10 marks]**
- e) Hazard analysis helps minimize the chance of injury, loss or harm to workers while they are working on a project. Explain five factors that should be considered when assigning a priority for analysis of job hazards. **[10 marks]**
- f) Describe the term human resource management. **[2 marks]**

SECTION B: ANSWER ANY THREE QUESTIONS

Question Two

- a) There are several reasons why workplaces need a health and safety policy or program. Discuss any five reasons for the policy. **[10 marks]**
- b) The method of 5S is used to emphasize on safety at the workplace by engaging people to contribute to culture change. What are the 5S's? **[10 marks]**

Question Three

- a) Define the term risk. **[2 marks]**
- b) Differentiate between harm and injury. **[2 marks]**
- c) Describe the three major steps involved in the procedure for completing a job hazard analysis. **[6 marks]**
- d) Identify the traditional forms of communication that were used to send messages. **[10 marks]**

Question Four

- a) After the hazard analysis is complete and work on the project begins, team members should continue to work closely as a group to ensure each other's safety. The organization can apply the hierarchy of controls to manage workplace hazards. Describe the hierarchy of controls from the most effective to the least effective. **[10 marks]**

- b)** Today we have great advancements in technology that has brought great benefits in human resource management discipline. What are the advantages of technology in the human resource discipline? **[10 marks]**

Question Five

- a)** What is the meaning of anticipated work product? **[4 marks]**
- b)** Describe legislation of occupational health and safety in the law of Kenya. **[6 marks]**
- c)** Identify and explain any five main process safety products of a risk system in an organization. **[10 marks]**