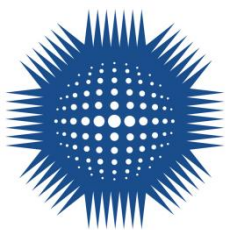




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# RoSPA's NEBOSH e-book

Maximum Marks, Minimum Stress



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026



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# What is NEBOSH?

## Idiot's guide explains all...

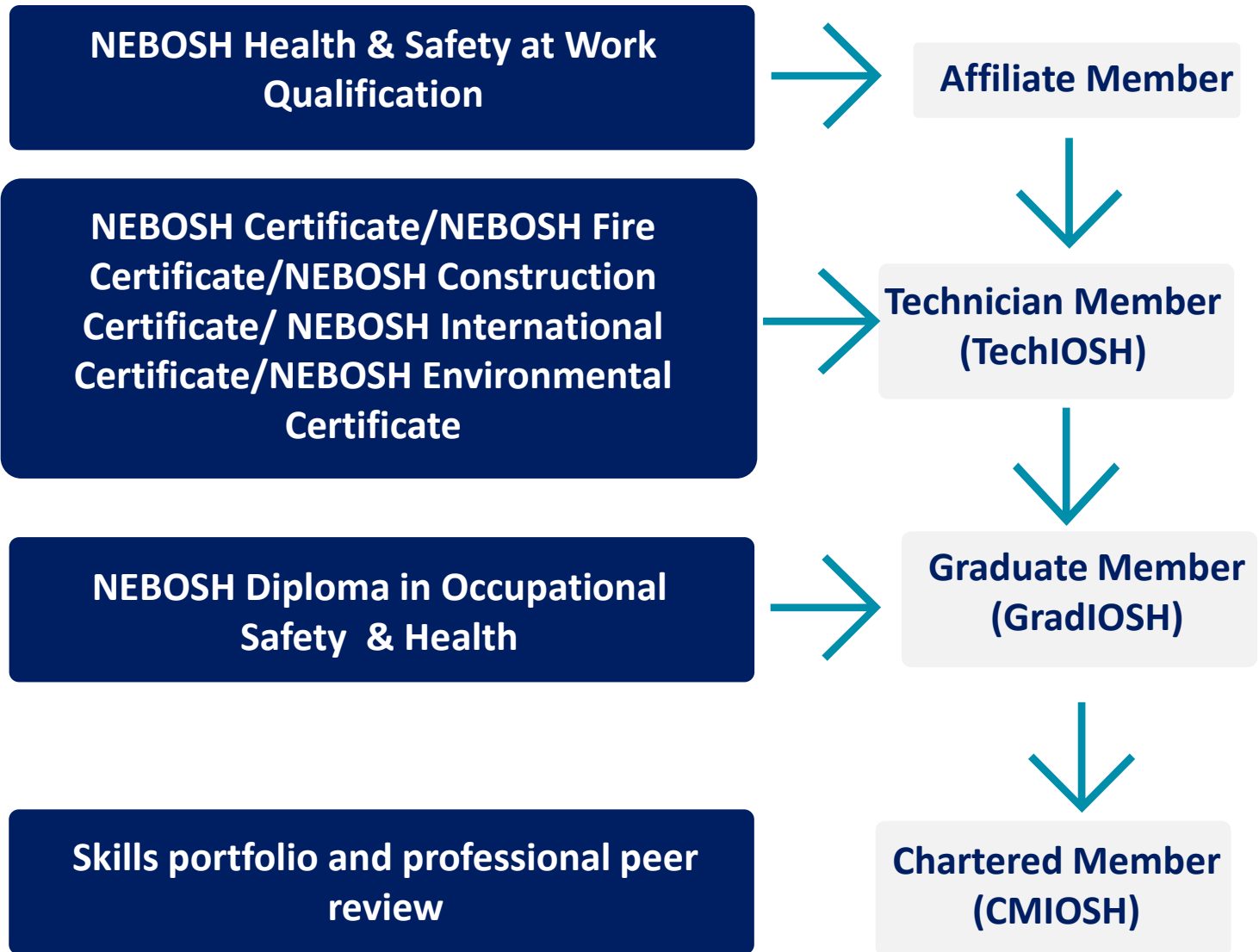
Known by its acronym, NEBOSH stands for 'the National Examination Board in Occupational Safety and Health'. NEBOSH is a regulated awarding body, which accredits course providers, such as RoSPA, who in turn train candidates in preparation for NEBOSH qualifications.

Those working in health and safety are often required to hold the appropriate NEBOSH qualification for their job role, and for many, career progression is closely linked to enhanced NEBOSH qualifications. The qualifications are also recognised by professional membership bodies including the Institution of Occupational Safety and Health (IOSH), the International Institute of Risk and Safety Management (IIRSM) and the Chartered Institution of Water and Environmental Management (CIWEM).



**Successful candidates can apply to use letters such as TechIOSH, GradIOSH, CMIOSH and MIIRSM after their name.**

This chart maps the relationship between NEBOSH qualifications and IOSH Membership:

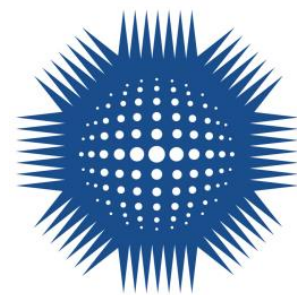


# What is the NEBOSH Certificate?

The [NEBOSH Certificate](#) is the UK's most popular health and safety qualification. Because it's so well known and highly regarded it's ideal if you're looking to launch a career in safety.

The course consists of three units, the first two are assessed by exams and the third by a practical assessment. Once successfully completed candidates meet the academic requirements for Technical Membership of IOSH (Tech IOSH) and associate membership of the IIRSM.

For those working overseas, there's the increasingly popular [NEBOSH International Certificate](#). It's now also possible to add separate fire, or construction modules on to the first unit to create additional stand alone qualifications



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The UK's most popular health and safety qualification.

# What is the NEBOSH Diploma?

The [NEBOSH Diploma](#) is a prestigious and highly respected qualification, ultimately enabling Chartered (CMIOSH) status. Divided into four units (three assessed by exams and one by an assignment), it's a rigorous and demanding course which never the less grows in popularity as safety professionals continue to recognise the benefits of holding such a qualification.

There are alternative routes to CMIOSH status but arguably the diploma remains the most highly regarded and transferable across job role and sector and therefore stands candidates in good stead for the future.



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**A rigorous, demanding, yet increasingly popular qualification.**

# NEBOSH in numbers

## The stats behind the success

Exams taken in over

**100** countries

NEBOSH offer  
3 Awards  
9 Certificates  
3 Diplomas

More than  
**150,000**  
candidates have passed the  
NEBOSH Certificate

30,000 people sit a NEBOSH exam  
each year

Qualifications are available in 6  
languages



# OSH Career:

## Insider tips

In keeping with their commitment to helping professionals find health and safety jobs, [Shirley Parsons Associates](#) (the largest privately owned specialist Health, Safety and Environmental recruitment business in the UK) offers the following insider tips to help you make the next move:

### 1.) Can you name three key attributes that employers look for in a health, safety or environmental candidate?

**Qualifications** – the NEBOSH Certificate is considered a minimum for an entry level health and safety role, and the Diploma is almost always necessary for safety management roles.

**Track record** – demonstrating what you've achieved in your working career as a whole, not necessarily just in any safety-related roles.

**Be the 'right fit'** – admittedly difficult to assess, this relates to attitude. Experiences outside of work can be a useful gauge.

### 2.) Do you have any tips for anyone putting together their CV? How could they best ensure they stand out from the crowd?

Your CV must be clear and concise. It must be easy to read, so bullet points are useful and not more than 2-3 pages in length. You should present your CV how you would wish to present yourself: smart, logical and clear. Obviously typing or spelling mistakes are a big no-no. Also, be descriptive in each role when outlining the environments you have worked in and your achievements.

### 3.) Are cover letters essential, and if so what should they include?

If you're applying directly then you should include a cover letter but make sure it's 100% relevant to the job you are applying for and not generic! It must state why you want the role and what skills and attributes you would bring.

If you're applying via a specialist agency they will put together a summary sheet to send with your application which will explain why you're suitable for the role.



# OSH Career:

## Insider tips

### 4. What advice would you give to anyone looking to move into their first health, safety and environmental role?

Ensure your CV is very well presented and includes any experience you have (no matter how small), as this gets you through the door. Beyond that, make sure you prepare comprehensively for interviews – research what questions you may be asked and what questions you wish to ask.

Ideally, you also really need to get a NEBOSH Certificate under you belt – even if it means self-funding it as unless you're moving internally employers almost always consider this a prerequisite for a role in safety.

### 5. What about candidates looking to progress into managerial or specialist safety roles?

Read around the subject (be it a technical specialism or management skills) and take on whatever responsibility you possibly can. Speak to people doing the job already and tap into their first hand knowledge.

Really you'll need the NEBOSH Diploma as in order to manage a team you'll need the credibility that this qualification affords. There are instances where those with very good management skills lead a team of individuals who are equally, or even better qualified, than themselves but this is rare.

The NVQ 5 of course offers an alternative route to apply for CMIOSH status but it is our experience that employers prefer the NEBOSH route.

### 6. In your experience are NEBOSH qualifications sought after by employers? If so, in which sectors, and for which roles?

Yes, definitely! For all HS&E roles, in all sectors , NEBOSH offer the most recognised qualifications.

**“For all HSE roles, NEBOSH offer the most recognised qualifications”**

# OSH Career:

## Insider tips

### 7. What trends do you expect to see played out in the field of health and safety over the next few years, and how should candidates best ensure they're able to respond?

The job market generally has picked up across the board and is currently buoyant. We're seeing more opportunities, particularly in construction, which is bolstered by roles created by large-scale infrastructure projects. As is typical we're busiest in the South-East but generally there's a lot going on nationwide.






Candidates should make sure that they keep their CV, qualifications and CPD (continuing professional development) up to date. Also, as most recruitment processes will involve a presentation at some stage it's a good idea to practise these skills at any opportunity.

We're also seeing an increased shift towards behavioural safety as firms raise their standards from achieving compliance to creating a health and safety culture. Candidates should look to develop in being able to deliver in this area as much as possible.

**"The job market generally has picked up across the board"**

# NEBOSH Exams:

## Command word guide

 <b>Identify</b>	<p>To give reference to an item, which could be its name or title. Normally a word or phrase will be sufficient, providing the reference is clear.</p>
 <b>Give</b>	<p>To offer for consideration, acceptance, or use of another. For example, "Give an example of"; "Give the meaning of".</p>
 <b>Outline</b>	<p>To indicate the principal features or different parts of. An exhaustive description is not required. Instead opt for a brief summary of the major aspects.</p>
 <b>Describe</b>	<p>To give a detailed written account of the distinctive features of a subject. The account should be factual, without any attempt to explain. When describing a subject (or object) a test of sufficient detail would be that another person would be able to visualise what you are describing.</p>
 <b>Explain</b>	<p>To provide an understanding. To make a idea or relationship clear. This is testing the candidates ability to know or understand why or how something happens. It is often associated with the words "how" or "why".</p>

# RoSPA's Guide to NEBOSH Past Papers

## NEBOSH Certificate Question 1

Here we look at questions similar to those that appear in the [NEBOSH General Certificate](#). We don't provide answers as such as rote learning is not advisable, instead we offer you top-tips for maximum marks, plus points for inclusion.

1.) Identify the advantages AND disadvantages of carrying out a health and safety audit of an organisation's activities by:

- i.) an internal auditor (4)
- ii.) an external auditor (4)

(marks in brackets)

Advantages of using an internal auditor include pre-existing knowledge of critical areas of concern; the ability to easily and quickly find information; the ability to drill down into key areas; possible cost savings. Disadvantages may however include a lack of awareness of standards required by legislation or other external bodies; a lack of impartiality; a possible reluctance to create problems for management and the inability to review with a fresh pair of eyes.

External health and safety auditors are experienced and bring both their expertise and an independent view not influenced by internal pressures and loyalties. This independence is considered best practice by the [International Labour Organisation](#), and may be a requirement when tendering for work. External auditors are also likely to be aware of best practice across sectors.

There may however be problems relating to the external auditor's lack of knowledge of the business, which may result in more people being asked more questions and therefore greater disruption to the business. Other disadvantages include the external auditing system employed may not fit the organisation; additional training may be required and additional costs accrued.

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2a.) Give, using examples, the meaning of the following terms:

i.) hazard (2)

ii.) risk (3)

2b.) Give THREE reasons why the seriousness of a hazard may not be obvious to someone exposed to it. (3)

In answering this 2 part question attention should be given to the fact that **examples** are required in the answer.

The term **Hazard** is commonly termed as “the potential of a substance, person, activity or process to cause harm.”

Typical Hazards may include such things as:

- Electricity
- Working at height
- Chemicals.

The term **Risk** means the probability/likelihood that an unwanted event will occur and the possible severity in terms of injury or damage should it occur. It would be best practice for the exam to utilise the already recognised hazards as the basis for the answer to this element e.g.

- Electrocutation
- Falling from height
- Poisoning.

The second part of this question may again link to the hazards and risks already identified to maintain continuity if it is thought applicable. My recommendation would be to concentrate on the **Chemical** hazard as this would allow you to quote such things as:

- Inexperience
- Slow effects
- Lack of training
- Inappropriate warnings
- Over familiarity.

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### 3.) Outline ways in which the Health and Safety Executive can influence the health and safety performance of an organisation. (8)

A question such as this asking you to '**Outline**' something requires you to cite a number of areas of influence, with fairly minimal descriptive responses – therefore a broad brush approach is appropriate. However, merely outlining the powers of the HSE will not be enough to adequately answer this question, instead you must read the question carefully and answer accordingly.

The HSE can influence the health and safety performance of an organisation in the following ways: *(For clarity I've used bullet points, but remember that in an exam your answer should be presented in a paragraph.)*

- **Conducting campaigns (reducing noise at work and campaigns aimed at particular business sectors)**
- **Providing information (guidance notes, leaflets, codes of practice, statistics)**
- **Carrying out inspections**
- **Carrying out accident investigations**
- **Investigating following complaints**
- **Provide advice on interpretation of laws**
- **Issue improvement notices**
- **Issue prohibition notices**
- **Prosecute those failing to comply with legislation**
- **Interpret accident statistics**
- **Provide feedback on accident trends**
- **Provide feedback on ill health trends.**

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**4a.) Identify TWO specific work activities for which a permit-to-work might be needed. (2)**

**4b.) Outline the key elements of a permit-to-work system (6)**

4a.) Again, consider the command word for each part of the question. Part a. asks you to identify two specific work activities for which a permit-to-work might be needed, so simply choose two from the following:

- Work in confined spaces
- Work in flammable atmospheres
- Work on live electrical equipment
- Hot work
- Maintenance work on dangerous process plant or production machinery.

4b.) The answer to the second part of the question should be based on standardised formats in general use throughout industry, so if this is not something that you are exposed to in the workplace, a common sense approach should be adopted giving consideration to the “Hazards” and “Risks” associated to one of the answers from the first part of the question and should include issues such as:

- Work to be completed
- Positive ID of the plant/location to be worked on etc.
- The person allocated to the task
- The person in control of the plant/location
- The controls in place e.g. lock offs etc.
- Potential hazards that remain
- The precautions to be taken against these (e.g. PPE)
- The time/date of issue and commencement of work
- The duration of the permit
- The Safe System Of Work (SSOW) to be followed
- Statement that all measures for safety are in place (signed)
- Signature of competent person carrying out SSOW under permit
- Provision for hand-back after work completed
- Work completed signature
- Cancellation signature.

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## 5.) Outline the duties of employers to their employees under section 2 of the Health and Safety at Work etc. Act 1974 (8)

5.) This is a straightforward question on the fundamental aspects of the [Health and Safety at Work etc. Act 1974](#) and as such should not hold any fear for the vast majority of candidates. Full marks would NOT be obtained by only quoting Sections 2.1 and 2.2 a – e as set out below, instead you must include the other elements which form the rest of section 2 – highlighted in bold below. Also, remember that as the question uses the command word “outline” you will need to expand on the list below, as bullet points alone will not accrue full marks.

1. General duty to ensure health, safety and welfare
2. Provision and maintenance of plant and Safe Systems of Work (SSOW)
3. Safe use / handling / storage and transportation of substances and articles
4. Provision of information, instruction, training and supervision
5. Safe place, access and egress
6. Safe and healthy working environment / welfare.

Health and safety policy – organisation and arrangements

Consult with safety representatives

To form a safety committee (when requested, in writing, by two or more TU appointed safety representatives).



# NEBOSH Certificate

## Question 2:

In keeping with their commitment to helping professionals find health and safety jobs, [Shirley Parsons Associates](#) (the largest privately owned specialist Health, Safety and Environmental recruitment business in the UK) offers the following insider tips to help you make the next move:

1.) Replacement or repair of damaged plant and equipment is a cost that an organisation may face following a workplace accident.

Give EIGHT possible costs to the organisation following a workplace accident (8).

2.) Identify the TWO types of enforcement notice that may be served by an inspector, stating the conditions that must be satisfied before EACH type of notice is served.

1.) When attempting a question about the costs of accidents to an organisation, it is best to think in terms of **insured costs** (such as those associated with loss of production or damage to materials), and **uninsured costs** (such as a detrimental effect on employee morale, resulting in more down time and higher staff turnover).

You can also answer in terms of the **direct** and **indirect costs** of the accident to the organisation. Indirect costs (such as increased insurance premiums, uninsured criminal and civil actions and damage to the organisation's image) are usually far higher than anticipated by an organisation and therefore more marks could be gained by focusing on this area. Remember that in this question it is important to focus on the costs to the organisation, and not to other parties.

2.) This question would be best answered by splitting it into two with one paragraph on Improvement Notices and one on Prohibition Notices. You can then identify the characteristics of the two types of notice to gain the marks. The key difference to remember is that an improvement notice may be served where an inspector is of the opinion that there is a breach of a statutory health and safety duty, or that there has been such a breach which is likely to continue or be repeated.

The more serious prohibition notice may be served only where, in the inspector's opinion, there is a risk of serious personal injury. In the latter case, a breach need not have occurred for the notice to be served.

### 3.) Outline the meaning, status and roles of:

- i.) Health and Safety Regulations (3)
- ii.) HSC Approved Codes of Practice (3)
- iii.) HSE guidance (2)

3.) To make your answer clearer you should mirror the question and number your answer in three sections.

As always, with regulations and ACOPs it is important to focus on their legal status and with guidance it is important to focus on it being good practice. Therefore, for part (i), you should state that regulations dictate minimum legal standards. Breaches of regulations constitute criminal offences that can lead to enforcement action, with the possibility of prosecution and the imposition of fines; that most health and safety regulations are made under the Health and Safety at Work etc. Act by the Secretary of State after consultation with HSC; and that they often implement EC Directives that are aimed at protecting employees and others.

For part (ii), duty holders must comply with the requirements of an ACOP or be able to show that the chosen means of control are equally effective. ACOPs are approved by the HSC with the consent of the Secretary of State and their purpose is to provide practical interpretations of legal requirements in specific areas.

For part (iii), HSE guidance has no formal legal standing, is generally more informative and practical than an ACOP, and is intended to give advice on good practice.

**4a.) Give the meaning of the term 'negligence' (3)**

**4b.) Give an example of a negligent act by an employer (2)**

**4c.) Outline the role of the civil courts with respect to health and safety matters (4)**

**4.)** Again, split your answer into three parts to mirror the question.

For part (a), negligence is doing something a reasonable person wouldn't do, or failing to do something a reasonable person would do. In essence, it's a lack of reasonable care or conduct.

For part (b) examples of negligent acts by employers can include a failure to provide a safe system of work, a failure to provide safe equipment or a failure to provide the necessary [safety training](#).

For the final part of the question (c), the role of the civil courts with respect to health and safety matters is to rule on actions for damages, to establish liability and to award compensation where appropriate.

There is a hierarchy of appeal:

- Cases are referred from the County and/or High Courts to a Court of Appeal
- Appeals from the Court of Appeal are heard by the House of Lords, whose decision sets the precedent for all courts below it.

# NEBOSH Certificate

## Question 3:

These next four NEBOSH past paper questions are from Unit GC2, *Controlling Workplace Hazards*.

1.) Outline measures to be taken to prevent accidents when pedestrians are required to work in vehicle maneuvering areas (8).

2.) Outline the means by which the risk of accidents from reversing vehicles within a workplace can be reduced (8).

1.) This [workplace transport](#) question will allow you to outline the main controls that can be used to separate people and vehicles. It may help to imagine a number of workplace scenarios such as a warehouse, factory and loading dock. You could group your answer into the areas suggested in [HSG 136](#): safe person, safe vehicle and safe site. Things to consider include:

- Traffic management systems to segregate people and vehicles
- Lighting, mirrors and transparent doors to aid visibility
- High visibility clothing
- Signage
- Refuges
- Road surfaces and markings
- Staff safety training and adequate supervision.

2.) This question is also a workplace transport question but focusing on reversing vehicles. More detail is required, and it may be useful to look at a hierarchical response to risks:

- You could start with one-way systems and turning circles to **restrict the need for reversing**.
- You would then considering pathways and barriers to **segregate people and vehicles**
- Move on to discuss **vehicle and workplace design** methods such as reversing alarms, the use of mirrors, lighting and refuges
- Then consider **procedural measures** such as [driver training](#) and [banksman training](#) and deployment.

**3.) A local authority employee uses a petrol-driven strimmer to maintain roadside grass verges.**

**i.) Outline the possible hazards faced by the employee in carrying out this task (10)**

**ii.) Give FIVE items of personal protective equipment that should be provided to, and used by, the employee.**

**iii.) Outline measures other than the use of personal protective equipment that might be necessary to ensure the health and safety of the employees (5)**

3.) Familiarity with different types of work equipment will help to ensure there are no surprises in the exam. On this occasion as many of the relevant hazards and safeguards apply to other work equipment that may appear in a NEBOSH exam question your familiarity in this area can help you in others.

For part (i), describe the possible hazards faced by employees using a petrol-driven strimmer on grass verges on the roadside. To gain maximum marks it is therefore important to consider not just the work equipment but also the activity. These include:

- Contact with the moving parts of the strimmer
- The possibility of being struck by flying stones or other material
- Slips/trips/falls
- Manual handling hazards and musculoskeletal disorders
- The danger posed by moving traffic
- The potential dangers of noise and vibration, dust and fumes
- The hazards associated with the storage, transfer and use of petrol.

For part (ii), focus on PPE that may guard against the hazards you have already suggested. To check you haven't missed any start at the head and work your way down the body considering all the PPE that may be available, such as:

- Ear defenders
- Eye protection
- Respiratory protection (dust mask)
- Gloves
- Gaiters
- Safety footwear
- Overall protection from the weather (be it sun or rain).

For part (iii), outline measures that are not related to PPE such as regular breaks, job rotation, traffic control measures, maintenance of equipment, safety training and health surveillance.

# NEBOSH Certificate

## Question 4:

This past paper question is a further example of questions you can expect to find in the NEBOSH Certificate

**A visitor being shown around a site by a supervisor took a short cut and slipped on a patch of oil on a warehouse floor. The visitor was admitted to hospital, and remained there for several days.**

**1a.) Outline the legal requirements for the reporting of this accident to the enforcing authority (4).**

**1a)** The first thing to do is identify the command word, as this decides how you'll answer the question. In this instance:

*Outline* = "Indicate the principal features or different parts of", which immediately tells you that in order to gain the maximum 4 marks available they're not looking for an exhaustive description, just an outline.

In terms of the answer itself, you should first recognise that the accident was reportable under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences regulations) since the injured visitor was taken directly to hospital. As such, the responsible person within the organisation should notify the authorities by the quickest practicable means, (be it phone, fax or e-mail) and follow this up with a written report on a F2508 form within 10 days.

You can answer a four point question in a brief paragraph, but not bullet points and I'd advise against anything too lengthy or wordy as really you ought to be looking to pick up the necessary points and move on.

**1b.) Identify, with reasons in each case, the possible breaches of the Health and Safety at Work etc Act 1974 by:**

**i.) the employer (10)**

**ii.) the supervisor (4)**

**1b.)** Plan your answer carefully so that you don't bounce around the question answering a bit here and a bit there. As the question is divided into two parts you should follow suit by answering in two parts, in order, with each part clearly labelled. This question is asking for specifics on the employer, and then on the supervisor so keep your answers in the same order; it makes it easier to mark!

Also remember that NEBOSH exams are *positively marked*, which means that the examiner is actively looking to award points for correct answers, rather than deduct points for incorrect answers.

**1bi)** When answering the first part of the exam question you should explain that the employer has a general duty of care under section 2.1 of the Health and Safety at Work etc. Act 1974 (HASAWA). That duty is to ensure, as far as is reasonably practicable, the health safety and welfare of its employees.

In this scenario the employees were exposed to the same risk as the visitor. Under [section 2.2 of HASAWA](#) there is a further duty owed to provide a safe place of work, safe access and egress, a safe working environment and adequate supervision, information, instruction and training.

In this example, as it was a non employee that was injured, [section 3 of HASAWA](#) has been breached. This section states that the employer has an equal duty of care to ensure that persons not in his employment should not be exposed to risks to their health and safety.

**1bii)** The second part of the question relates to the supervisor and so you should make the point that they could be held in breach of section 7 of the Act for failing to take care for the health and safety of themselves and others who could be affected by their acts or omissions.

Further marks could be gained by mentioning sections 36 and 37, if it could be shown that the supervisor might be held responsible for the breaches of section 2 and that these breaches were due to their act or default, and if the supervisor fell within the category of officer as mentioned in section 37. (Remember that in smaller companies a supervisor may well also carry managerial responsibilities).

### 1c.) Identify TWO government authorities who could prosecute the employer for breaches of the HASAWA (2)

1c) First consider the action word. Identify: “give a reference to an item (could be its name or title)”

Then use this to inform the level of detail you go in to, for example, you would provide more information for a question asking you to ‘outline’, than one asking you to ‘identify’. In this instance there are two marks available, but although it’s reasonable to assume that you can earn these by naming the two relevant authorities requested, it is worth including more if you can as this way you’ll be demonstrating the ‘breadth of knowledge’ that NEBOSH examiners seek (something that could earn you a valuable few extra marks overall).

Furthermore, when delivering NEBOSH Training we caution delegates to stick to the command verb, and avoid the temptation to answer in a list format. Therefore for this question I would simply expand the ‘list’ of relevant authorities into a short paragraph, punctuated with semi-colons:

*“Government employers that could prosecute the employer include The Health and Safety Executive; Local Authorities; the Office of the Rail Regulator; the Director of Public Prosecutions and in Scotland, the Procurator Fiscal.”*



# NEBOSH Practical:

## GC3 Dos and DON'Ts

As the name implies, *Unit GC3: Health and Safety Practical Application* allows you to demonstrate your [NEBOSH NGC1 and GC2](#) accumulated knowledge by applying it to real examples from within your place of work. It's where the theory becomes a reality, and where you get to see what risk reductions your knowledge can bring about.

So, if you're currently working towards the [NEBOSH Certificate](#), these DOs and DON'Ts are for you.

### Before you start:

**Do** read NEBOSH's very comprehensive guide - GC3 Health and Safety practical Application, which will be issued to you by your training provider

**Don't** forget that the overall aim of the report is to persuade management; therefore you must consider the cost of remedial action vs. the cost of failure to act

**Do** pay attention to the marking scheme and plan accordingly

**Don't** scrimp on the high mark percentage areas – namely the observation sheets which account for 30 of the 100 marks available and the conclusions and recommendations section of the report, again worth 30 marks

**Do** utilise your knowledge from NGC1 and GC2 – including relevant safety legislation

# NEBOSH Practical:

## GC3 Dos and DON'Ts

### Observation sheets:

**Do** identify more than 20 uncontrolled hazards

**Don't** exceed 30 though

**Do** include at least five different types of hazard, such as fire, electrical, manual handling, noise etc. etc.

**Don't** repeat a hazard as you will only be credited once for it – go for a broad spread instead

**Do** include a couple of hazards where the existing controls *are* sufficient

**Don't** neglect to consider the measures needed to retain control though

**Do** list the immediate controls for each hazard listed

**Don't** forget to add medium and long term actions too

**Do** distinguish between the symptoms and the root causes of hazards

**Don't** rely on general recommendations – for example, if 'safety training' is required you must specify the type of training.

# NEBOSH Practical:

## GC3 Dos and DON'Ts

### Report:

**Do** follow the recommended report structure: introduction, Executive Summary, main findings and conclusion/recommendations

The length of this report should be between 700 and 1000 words and should not simply duplicate the observation sheets

**Do** write your Executive Summary last and be sure to include all key points and findings

**Don't** feel that you have to know, or even guess, the actual costs associated with your recommendations. It is sufficient to make it clear that you are aware that there are cost implications

**Do** back up your recommendations with facts and base them on your conclusions – it's the only way you'll get management buy in to your report

**Don't** repeat information from your observation sheets without contextualising it

**Do** record your recommendations in the recommendations table provided

**Don't** mention anything in your conclusion that you've not mentioned previously. A conclusion is for summing up, in a thorough yet concise fashion, what has gone before.

# NEBOSH Practical:

## GC3 Dos and DON'Ts

### Finally:

**Do** check back through the marking scheme to satisfy yourself that you've done all that has been asked of you

**Don't** forget to sign the declaration that your submission is all your own work – your signature can be electronic or even faxed if it's easier

**Do** be sure to get your completed practical in on time.

# NEBOSH Qualification: Where will it take you?

## My NEBOSH qualification...

“Has made me more **respected**. It’s a recognised qualification, which I insisted upon when taking on additional health and safety responsibilities. I’m now more aware of the **practical application** of health and safety law, and this has helped me successfully push for **enhanced safety** measures.”

*Jeff Scotford, QA Manager and Health & Safety officer, Barton Firtop Engineering Co Ltd.*

## My NEBOSH qualification...

“Is a **nationally recognised** qualification which is highly thought of.”

*Karen Wain, Regional Training Manager, St John Ambulance.*

## My NEBOSH qualification...

“Is a requirement for my role. It’s not only necessary for **OHSAS18001 compliance**; moreover it absolutely helps me in my day to day role.

Now I know the law and have the right mindset I am **constantly looking for ways to improve safety.**”

*Alan Welburn, Compliance Manager UK & Ireland, Crown Worldwide.*

# About RoSPA

RoSPA (The Royal Society for the Prevention of Accidents) is a registered charity and the UK's leading safety organisation. Through our [workplace safety training](#), [consultancy](#), [fleet](#), [awards](#) and [membership services](#), we work with organisations within the UK and overseas.

## Why choose RoSPA NEBOSH training?

- Exceptional pass rates and consistent positive delegate feedback
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accidents don't have to happen

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