



Appendix 4 Common Sense Workplace Health Quiz

Complete the quiz below, if you know the answer circle it, if you're not sure answer E. Imagine your team member is asking you the question. In workplace health and safety it is OK not to know all the answers, but it is important that you know where to find them.

Conduct the following quiz with your team to see how much is really common sense, and how much we need to be guided by policies and procedures.

1. Equipment wires and connections should be checked:

- A. Every day
- B. Before an inspection
- C. Periodically
- D. Once a year
- E. Not sure

2. Ariel is vacuuming the office halls and meeting rooms. She inspects the cords for frayed wires and loose plugs and finds everything in good condition. She begins vacuuming at the back of the meeting room and works her way toward the door. When she gets to the door, she crosses the hall into the next meeting room and keeps vacuuming. When she is done, she unplugs the cord and rolls it up. What, if anything, did Ariel do wrong?

- A. She didn't check the outlets and switch covers.
- B. She didn't use an orange extension cord for a public area.
- C. She ran the cord across the centre of the hallway.
- D. She didn't do anything wrong.
- E. Not sure.

3. When lifting heavy objects you should:

- A. Keep your arms extended so the object is away from your body at all times.
- B. Keep one hand free at all times.
- C. Keep your back slightly bent at all times.
- D. Make sure that your leg muscles, not your back muscles, do the lifting
- E. Not sure.



Activity

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4. Which of following rules contributes to a safe, accident-free work environment?

- A. Take adequate time.
- B. Correct unsafe conditions immediately or report it to a supervisor.
- C. Do it safely the first time.
- D. All of the above.
- E. Not sure.

5. Which of the following is not a guideline for safe lifting?

- A. Do not lift any item that you cannot get your arms around or that you cannot see over when carrying.
- B. Bend slightly at the knees and hips but do not stoop.
- C. Lift with the leg muscles.
- D. Keep the object away from the body.
- E. Not sure.

6. What should you do if you're seriously concerned about a safety hazard in the workplace?

- A. Keep on working and mention it to the boss later.
- B. Down tools and head home.
- C. Keep it to yourself and try to avoid hazard.
- D. Tell your co-workers and report it to your Manager immediately.
- E. Not sure.

7. What is the Universal Emergency number?

- A. 911
- B. 000
- C. 999
- D. 112
- E. Not sure.



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8. What is PPE?

- A. Personal Protective Equipment.
- B. Private Personal Equipment.
- C. Protective Public Equipment.
- D. All of the above.
- E. Not sure.

9. Which of the following is responsible for most work-related fatal injuries?

- A. Being struck by an object.
- B. Falling.
- C. Fire or an explosion.
- D. A motor vehicle accident.
- E. Not sure.

10. Which occupation has the most fatal injuries?

- A. Construction.
- B. Law enforcement.
- C. Firefighting.
- D. Farming.
- E. Not sure.

11. How can employers benefit from improved workplace safety policies?

- A. Healthier employees.
- B. Lower costs associated with workplace injuries (insurance claims, wage replacement payments).
- C. Lower indirect costs, such as lost productivity and cost of hiring and training replacement workers.
- D. All of the above.
- E. Not sure.



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12. Who should be responsible for workplace safety?

- A. Managers and owners.
- B. Workers.
- C. WHS inspectors.
- D. All of the above.
- E. Not sure.

13. What is the most common non-fatal injury in the workplace?

- A. Strains and sprains.
- B. Slip and fall injuries.
- C. Combustible dust.
- D. Needle sticks.
- E. Not sure.

Number of Correct Answers	
Number of Incorrect Answers	
Number of "Not Sure" Answers	

So common sense can get us part of the way however it is very important that we have solid policies and procedures in place.