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Unit Standard 3856

**PRACTICE PAPER - ANSWER BANK**

**Assessors Note:**

**This answer bank should be used as the primary resource when marking students work. However, responses to some questions may be subjective and tutors are advised to exercise their professional judgement when making assessment decisions.**

## **ELEMENT ONE**

Demonstrate knowledge of carrying out emergency procedures for an accident in the workplace in the motor or related industries.

- 1. For each of the following scenarios identify the injuries and outline the First Aid treatment that should be provided.**

Simon was in a rush to grind a piece of metal and opted not to use the shield or the safety goggles. Unfortunately this proved to be a poor decision as a piece of metal shaving went into his eye.

**Injuries:** Eye injury

**First Aid:** In the event of a metal shaving injury, cover the area and seek medical assistance. Do not attempt to remove the metal.

While filling a vehicle tank with LPG, Simon removed the fuel handle too quickly and spilled some the LPG on his hand.

**Injuries:** Cold Burn

**First Aid:** If injury is serious dial 111 and call for an ambulance  
Send for the first aid officer  
Hold the injured area under tepid water for at least 10 minutes.  
Allow the injury to dry before applying burn cream.  
Bandage the wound to avoid infection.

- 2. Outline the First Aid procedure involved in treating a colleague who has a suspected broken wrist.**

Try to prevent any movement of the wrist. Keep the arm raised and if there is any available apply ice wrapped in a towel. Monitor the patient's condition and observe for signs of shock. Seek medical assistance.

- 3. Why is it important to replace bandages that have been used from the First Aid cabinet?**

So that bandages are available if anyone else is injured.

**4. Why is it important that all staff know the location of the First Aid cabinet?**

So that in the event of an emergency all staff are aware of the location of the first aid supplies.

**5. If an accident causing harm occurs, list TWO possible circumstances where it may be necessary to disturb the scene of the accident.**

Any two of the following:

1. Save life or prevent suffering.
2. Maintain access for emergency services.
3. Prevent serious damage or loss of property

**6. When an accident has occurred in the workshop it should be reported. What are 3 areas on the accident report form that are typically included and need to be filled out?**

Any three of the following:

Particulars of the accident – time, location, date etc

Details about the injured person

Type of injury

Description of the accident- what happened, what were the causes,

Prevention

Treatment given

Investigation of accident

**7. What action should be taken if a work mate has a deep cut in their arm?**

Stem the flow of bleeding. Raise the injured arm and apply pressure to the wound. Try to cover the wound with a dressing or clean towel. Do not remove any objects that may be protruding from the wound. Bandage the area firmly. If bleeding continues apply another bandage over the original. Seek medical advice if necessary.

**8. What action should be taken if you suspect that a work mate has suffered an electric shock?**

Isolate power supply immediately

Dial 111 and call for an ambulance

Get the medical officer or first aider to provide first aid

Clear and secure the area

## **ELEMENT TWO**

Demonstrate knowledge of carrying out emergency procedures for a fire in the workplace in the motor or related industries.

**1. What is the difference between a Class A and a class E type of fire?**

Class A fires are fed by ordinary combustibles such as wood, cloth, paper, plastic, rubber and cardboard while Class E are electrical fires fed by motors, switches, cables, switch boards and light fittings.

**2. What is the difference between a Class B and a class C type of fire?**

Class B fires are fed by flammable liquids such as petrol, oil, paint, kerosene, thinners and lacquers while Class C fires are fed by flammable gases such as oxy acetylene, CNG and LPG

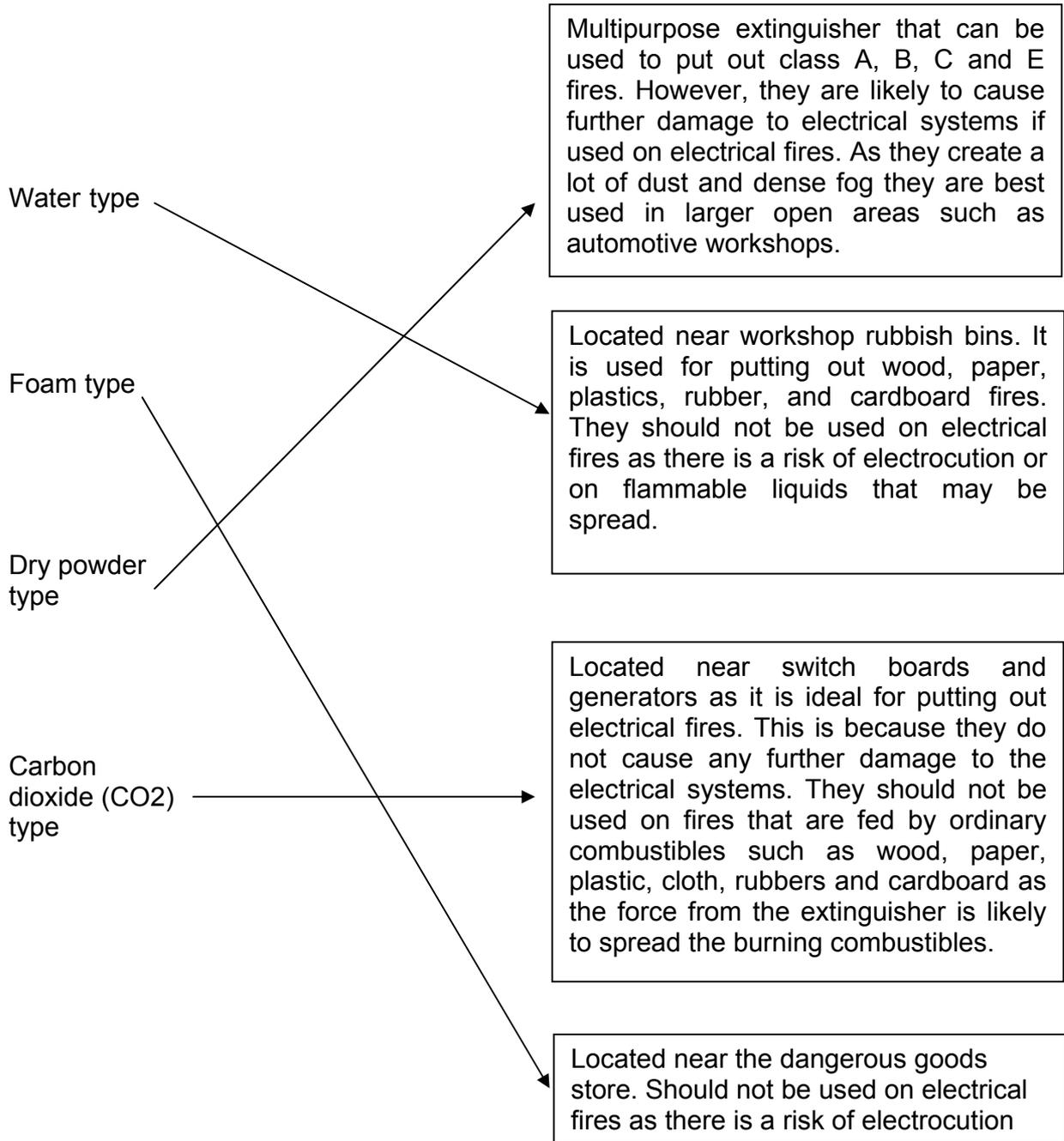
**3. In the event of fire in the workshop which emergency service/s would you contact and how would you contact them?**

Fire Service and ambulance if required  
Use workshop phone or mobile phone

**4. In the event of fire in the workshop what information should be provided to the emergency services?**

1. Your name
2. Company name
3. Exact location of fire
4. Type and extent of fire

5. Draw a line to match each type of fire extinguisher with its most appropriate location and class of fire.



### **ELEMENT THREE**

Demonstrate knowledge of carrying out emergency procedures for a chemical spill in the workplace in the motor or related industries.

**1. Provide an automotive use for each of the following:**

Isocyanates: Used to make polyurethane paints, sealers adhesives and lacquers

Acids: Used for removing rust, cleaning metals and in batteries

Solvents: Used for thinning paints and adhesives

Caustic soda: Used in automotive cleaning solutions

Petrol: Used as fuel

**2. List three important details that should be provided to the Fire Service when making an emergency call concerning a chemical spill.**

Any three of the following:

Your name

Company name

Location

Type of chemical spilled

**3. Where can the information be found that explains the procedures for notifying emergency services?**

In the inside front cover of the local phone book. Workshop emergency procedures manual, flyers.

**4. Briefly outline the procedure involved when containing acid or chemicals, paint, solvents, and or motor fuels that have spilled in an automotive workshop.**

1. Circle the spill area with an absorbent material such as sand or soil to contain the spill. Inform your colleagues of the hazard.
2. Ensure that adequate ventilation is available.
3. Try to identify the material spilt. Check the container and read the advice for dealing with a spill. Follow the instructions provided.
4. If the spill cannot be identified or is hazardous inform your colleagues, supervisor and evacuate the area. Contact the fire service and provide as much information as possible about the material and the scale of the spill.
5. If the spill can be dealt with, cover the spill with absorbent material and when soaked up dispose of in an empty container, similar to the source container. The container used must be paint resistant.
6. Store the container safely for chemical collection.

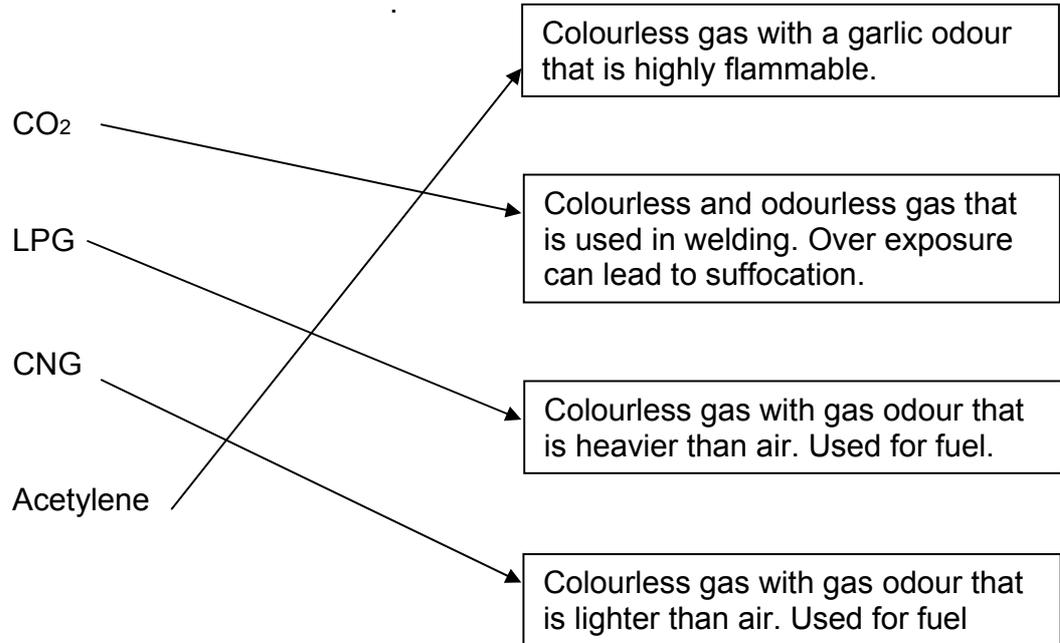
**5. When cleaning up a paint spill what type of container should be used to store the spilled waste material?**

In a container that is the same or very similar to the source container.

## ELEMENT FOUR

Demonstrate knowledge of carrying out emergency procedures for a gas leak in the workplace in the motor or related industries.

1. Draw a line to match up the potentially hazardous gases which are commonly found in workshops with its most appropriate description:



2. On an acetylene gas cylinder where is the master shut off valve and what is its purpose?

Location: At the top of the cylinder

Purpose: To close off the gas flow.

**3. List TWO actions should be taken to deal with a suspected LPG gas leak from a vehicle that is parked in the workshop?**

1. If possible turn off the master shut off valve to close the gas flow.
2. Inform colleagues, supervisor and evacuate the area. If possible move the source outside.
3. Shut down all potential ignition sources. If the leak is large contact the fire service.
4. Do not touch the spill as cold burns will result.
5. Ventilate the area well before re-entering.
6. If any repairs to LPG system are required these must be carried out by an authorised LPG repairer.

**4. Where should acetylene cylinders that have been removed from a vehicle be stored?**

Store cylinder in a well-ventilated area such as a dangerous goods store, in an upright position, away from hot surfaces or flammable materials and ignition sources such as flames or any equipment, which can generate a spark.