



**PEPERIKSAAN PENAKSIRAN RISIKO KIMIA KEPADA
KESIHATAN**

CHEMICAL HEALTH RISK ASSESSMENT EXAMINATION

KERTAS 2 (BAHAGIAN A)
PAPER 2 (PART A)

TUGASAN TEMPAT KERJA
WORKPLACE ASSIGNMENT

ARAHAN:

CALON DIKEHENDAKI MEMBACA ARAHAN DI BAWAH DENGAN TELITI DAN MENGIKUT SEMUA ARAHAN.

A. TUGASAN TEMPAT KERJA

1. Pilih satu tempat kerja.
2. Pilih **DUA (2)** unit kerja daripada tempat kerja.
3. Kenal pasti sekurang-kurangnya 3 bahan kimia berbahaya kepada kesihatan yang berlainan digunakan dalam setiap unit kerja. Salah satu bahan kimia mestilah campuran kimia dan berikan justifikasi **beserta lampiran** bagi pengelasan campuran bahan kimia tersebut. Pastikan sekurang-kurangnya satu daripada bahan kimia mempunyai pendedahan melalui penyedutan dan serapan kulit.
4. Jalankan penaksiran risiko bahan kimia yang dikenalpasti di setiap unit kerja.
5. Bincangkan dapatan penaksiran dan kenal pasti langkah-langkah kawalan sedia ada dalam mengawal risiko bahan kimia yang dikenal pasti dalam setiap unit kerja.
6. Syorkan tindakan yang perlu diambil ke atas kawalan teknikal, kawalan organisasi yang menekankan latihan dan latihan semula, kesiapsiagaan tindakan kecemasan, pemantauan pendedahan dan pengawasan perubatan.
7. Sediakan laporan penaksiran risiko kimia kepada kesihatan.

Nota: Rujuk manual, “*A Manual of Recommended Practice on Assessment of the Health Risks Arising from the Use of Chemicals Hazardous to Health at the Workplace,*” (first reprint 2018)

B. FORMAT LAPORAN

(i) Format Teks

1. Tugasan ini hendaklah ditaip dengan jelas menggunakan samada dalam Bahasa Melayu atau Bahasa Inggeris.
2. Fon yang digunakan mestilah Times New Roman bersaiz 12 dan menggunakan langkau 1.5 baris.
3. Margin kiri dan kanan mestilah berukuran 2.5 cm, manakala margin atas dan bawah mestilah berukuran 4 cm dan diformatkan kepada saiz kertas A4.
4. Gunakan sebelah halaman kertas sahaja.
5. Laporan mesti mempunyai muka depan (sila rujuk Lampiran 1) dan mesti dibukukan.

(ii) Format Laporan dan Skema Pemarkahan

1.	HALAMAN TAJUK LAPORAN	(2 markah)
2.	RINGKASAN EKSEKUTIF	(10 markah)
3.	ISI KANDUNGAN	(3 markah)
4.	Pengenalan	(10 markah)
5.	KETERANGAN PROSES DAN UNIT KERJA	(10 markah)
6.	KAEDAH PENAKSIRAN	(10 markah)
7.	HASIL PENAKSIRAN	(25 markah)
8.	PERBINCANGAN	(15 markah)
9.	SARANAN TINDAKAN YANG AKAN DIAMBIL	(11 markah)
10.	LAMPIRAN	(4 markah)

Nota: Rujuk format laporan berdasarkan “A Manual of Recommended Practice on Assessment of the Health Risks Arising from the Use of Chemicals Hazardous to Health at the Workplace,” (first reprint 2018)

C. PENGESAHAN LAPORAN TUGASAN TEMPAT KERJA

Anda dikehendaki mengesahkan bahawa Laporan Tugas Tempat Kerja yang dihantar kepada Sekretariat Peperiksaan adalah hasil kerja anda sendiri. Sila isikan borang pengesahan yang disertakan dan membukukannya bersama dengan Laporan Tugas Tempat Kerja di mukasurat pertama Laporan Tugas Tempat Kerja anda. (Sila rujuk *Lampiran II*)

D. PENYERAHAN LAPORAN TUGASAN CHRA

1. Laporan lengkap tugas mestilah dihantar melalui **SERAHAN SEGERA/SURAT BERDAFTAR** atau **SERAHAN TANGAN** kepada alamat tersebut di bawah **sebelum** atau **pada tarikh AKHIR** penerimaan WPA. Sila cetak “**CHRA dan nombor indeks**” di sudut kiri atas sampul surat.

*Sekretariat Peperiksaan CHRA,
Bahagian Peperiksaan dan Persijilan,
Institut Keselamatan dan Kesihatan Pekerjaan Negara,
Lot 1, Jalan 15/1 Seksyen 15,
43650 Bandar Baru Bangi, Selangor Darul Ehsan*

2. **PERINGATAN:** Anda diminta memberikan masa yang secukupnya untuk urusan penghantaran pos. **Laporan yang lewat diterima tidak akan dilayan.**

E. PEPERIKSAAN LISAN

Peperiksaan Lisan adalah berdasarkan kepada **laporan tugas dan pengetahuan dalam bidang CHRA**. Anda dikehendaki membentangkan laporan seolah-olah anda membentangkannya kepada pihak pengurusan. Pembentangan tersebut hendaklah merangkumi perkara-perkara seperti berikut:

- a) Objektif dan skop Penaksiran Risiko Bahan Kimia Berbahaya kepada Kesihatan
 - b) Penerangan tentang proses dan unit kerja yang ditaksirkan
 - c) Kaedah penaksiran
 - d) Hasil/dapatan penaksiran
 - e) Cadangan
2. Pembentangan ini hendaklah disediakan dalam bentuk *Microsoft Power Point*.
 3. Tempoh sesi pembentangan:
 - a) Pembentangan = 20 minit
 - b) Sesi soal jawab = 30 minit

INSTRUCTION:

CANDIDATES MUST READ THE FOLLOWING INSTRUCTIONS CAREFULLY AND FOLLOW ALL INSTRUCTIONS.

A. WORKPLACE ASSIGNMENT

1. Choose a workplace.
2. Select **TWO (2)** work units from a workplace.
3. Identify at least 3 different chemicals hazardous to health used in **each** work unit. One of the chemicals must be a chemical mixture and justify **with attachment** the classification of the mixture. Ensure at least one of the chemical has an inhalation and dermal exposure.
4. Carry out risk assessment of the chemicals identified in each work unit.
5. Discuss the finding of risk assessment of chemicals identified in each work unit.
6. **Evaluate and discuss the adequacy of existing control measures** in controlling the risks of chemicals identified in each work unit.
7. **Conclude the assessment.**
8. **Identify and Recommend** action to be taken on technical control, organisational control emphasis on training and retraining, on emergency response preparedness, exposure monitoring and medical surveillance.
9. **Assign action priority.**
10. Prepare a CHRA report.

Note: Please refer to Manual of Recommended Practice on Assessment of the Health Risks Arising from the Use of Chemicals Hazardous to Health at the Workplace,” (first reprint 2018)

B. FORMAT OF ASSIGNMENT REPORT

(i) Text Format

1. This report of the assignment must be clearly typed in either Bahasa Melayu or English.
2. The font used must be Times New Roman size 12 and using double spacing.
3. The left and right margin must be 2.5cm, while the top and bottom margin must be 4cm and formatted in paper sized A4.
4. Use one side of the paper only.
5. The report must have a front cover and it must be bound. (Please refer Appendix I)

(ii) Report Format and Marking Scheme

1.	REPORT TITLE PAGE	(2 marks)
2.	EXECUTIVE SUMMARY	(10 marks)
3.	TABLE OF CONTENTS	(3 marks)
4.	INTRODUCTION	(10 marks)
5.	PROCESS AND WORK UNIT DESCRIPTION	(10 marks)
6.	ASSESSMENT METHODOLOGY	(10 marks)
7.	ASSESSMENT FINDINGS	(25 marks)
8.	DISCUSSION	(15 marks)
9.	RECOMMENDATION ON ACTION TO BE TAKEN	(11 marks)
10.	APPENDIX	(4 marks)

C. VERIFICATION OF WORKPLACE ASSIGNMENT REPORT

You are required to verify that the Workplace Assignment report submitted to the Examination Secretariat as your own work. Please fill in the verification form enclosed and bind it together with your Workplace Assignment as the first page of your assignment. (Please refer Appendix II).

D. SUBMISSION OF THE CHRA ASSIGNMENT REPORT

- 1. The complete assignment report must be sent via **COURIER/REGISTERED MAIL** or **HAND DELIVERED** to the address below and it must arrive **before or on Last date WPA accepted**. Please print **“CHRA and index number”** on the top left-hand corner of the envelope.*

*CHRA Examination Secretariat,
Examination and Certification Division,
National Institute of Occupational Safety and Health (NIOSH),
Lot 1, Jalan 15/1, Seksyen 15,
43650 Bandar Baru Bangi, Selangor Darul Ehsan*

- 2. **REMINDER:** Please allow adequate time for postal delivery. **All late submission will not be entertained.***

E. ORAL EXAMINATION

1. *The oral examination will be based on assignment report and knowledge in CHRA. You are required to present the report as if you are presenting it to your management. The presentation should contain the following:*
 - a) *Objective and scope of the chemical health risk assessment*
 - b) *Description of work site and work units assessed*
 - c) *Assessment methods*
 - d) *Assessment findings/ results*
 - e) *Recommendations*

2. *The presentation has to be prepared in Microsoft Power Point.*

3. *Duration of presentation session:*
 - a) *Presentation = 20 minutes*
 - b) *Questions and answers = 30 minutes*

(Note: This is only a sample report that guides you on the format and write up of the workplace assignment)

Report of Chemical Health Risk Assessment

at

A Manufacturing Company
(font size 22)

By

Mr John Doe
(index no: NC100)
(font size 16)

Chemical Health Risk Assessor Examination (2/2017)
Paper II: workplace assignment

22 DEC 2020- 23 DEC 2020
(font size 12)



WORKPLACE ASSIGNMENT DECLARATION FORM
BORANG PERAKUAN TUGASAN TEMPAT KERJA

Adalah dengan ini saya mengaku bahawa kandungan tugas tempat kerja yang disediakan merupakan hasil kerja asal saya sendiri kecuali sedutan atau petikan yang dinyatakan.

I hereby declare that the contents of this workplace assignment is prepared based on my own work except for citation and quotation mentioned.

Tandatangan
Signature :.....

Nama
Name :.....

No. Kad Pengenalan
I.C. No. :.....

Tarikh
Date :.....

Penama seperti di atas telah menjalankan tugas tempat kerja di premis ini:

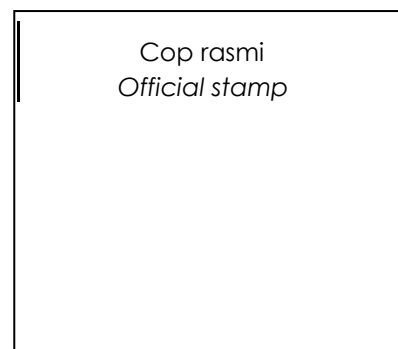
The above named person has conducted the workplace assignment at this premis:

Tandatangan
Signature :.....

Nama
Name :.....

Jawatan
Position :.....

Tarikh
Date :.....





Lampiran 1: Contoh penilaian ke atas existing control measures

FORM C: WORKPLACE ASSESSMENT

WORK UNIT (JOB): Laboratory Technician					ASSESSMENT TEAM:					DATE:	
WORK AREAS: Laboratory					PERSONNEL:						
Chemical Hazardous To Health	Task	Frequency/Duration	Routes Of Entry	Existing Controls	Suitable & Effective Yes/No	Maintenance, Testing & Examination	Adequate? Yes/No	Degree Chemical Release	Degree Contact/ Inhale	MR	ER
Silver Potassium Cyanide	1. Chemical make-up	FR=5	Inhalation	1. LEV	N	Y	N	Moderate	Moderate	3	4
	2. Assist on chemical replenishment			2. Full face organic respirator	Y	Y	Y				
	3. Daily analysis			1. Rubber glove	Y	N	N				
	4. Chemical bath maintenance			Eye Ingestion	- 1. Rubber glove 2. Personal hygiene	N Y Y	. Y -				
Potassium Cyanide		FR=5	Inhalation	1. LEV	N	Y	N	Moderate	Moderate	3	4
				2. Full face organic respirator	Y	Y	Y				
				1. Rubber glove	Y	N	N				
				Eye Ingestion	- 1. Rubber glove 2. Personal hygiene	N Y Y	. Y -				
COMMENTS:											
APPROVED BY/NAME:			SIGNATURE:			DATE:					