

## INDUCTION QUIZ

<http://www.noakes.net.au/induction/>

### MULTIPLE CHOICE (*tick your selections*)

**1. What Personal Protective Equipment (PPE) should you wear?**

- a. Long sleeve shirt (hi vis) or hi vis vest and long pants
- b. Sun protection
- c. Ear muffs, respirators and safety harness when working above 1m
- d. Gloves
- e. Safety Glasses
- f. Hard Hat
- g. Work boots
- e. All the above

**2. Who is responsible for maintaining a clean, tidy and safe working environment?**

- a. Apprentices
- b. Cleaning contractors
- c. All staff

**3. At what height are you required to wear a harness attached to a strong point or safety line?**

- a. When working above 1m
- b. When working above 2m
- c. At all times

**4. What is an important safety precaution that must be adhered to when working with a crane?**

- a. Do not walk under a crane load
- b. All staff working in the vicinity are required to wear hard hats
- c. Never leave a suspended load unattended
- d. All of the above

**5. Chemical spills to the skin or eyes should....**

- a. Be treated and reported immediately
- b. Be wiped off with a soft dry cloth and you can go back to work
- c. Be rinsed off with water and gloves put on before continuing work

**6. When should HAZCHEM processes be followed?**

- a. When any HAZCHEM materials are brought on site
- b. All HAZCHEM materials must be registered upon arrival and exit from site
- c. All of the above

**7. If a power cord is lying in a puddle of water what should you do?**

- a. Section off the area to prevent anyone walking through the water until you are finished the job
- b. Turn off the power at the source and move the cord out of the water
- c. Stand on a piece of timber or a rubber mat whilst using the electrical equipment

**8. When using compressed air, you should never:**

- a. Direct compressed air at yourself or another person
- b. Use compressed air to blow away dust
- c. Attempt to grab an air hose that is snaking due to uncontrolled air escape
- d. All of the above

**9. When are you required to obtain a hot work permit?**

- a. When you are working anywhere other than in Shed 2 (fabrication section)
- b. When the outside air temperature is over 25 degrees
- c. Before starting hot work such as welding, grinding etc..

**10. When are you required to have the following permits? Working at Heights, Confined Space Entry**

- a. As required
- b. If the supervisor directs it
- c. Always, when conducting this type of work

**11. When working in loud areas, when should you wear earmuffs or earplugs?**

- a. When indicated on the job card/PPE chart
- b. If directed by your supervisor
- c. If you must raise your voice to be heard by someone standing 60cm away
- d. All of the above

**12. When is a Job Safety Environmental Analysis (JSEA) required?**

- a. For all tasks conducted on site
- b. When painting
- c. When operating the Travelift
- d. All of the above

**13. Where are the first aid kits located onsite?**

- a. Shed 1
- b. Shed 2
- c. Shed 3
- d. Shed 4
- e. Store
- f. all of the above

**14. Do tools need Test & Tag?**

- a. Only if it's a big job
- b. Only when its raining
- c. Only if it's a Navy job
- d. Non of the above, all tools must be tested & tagged before use on Noakes site

**15. Where is the site evacuation meeting point?**

- a. In front of Shed 2
- b. On the office verandah
- c. In the staff carpark

**16. Sanding, scraping and the application of paint**

- a. Can be conducted at edge of hardstand
- b. When working on slipway
- c. Over water
- d. Non of the above

**17. When should you report a workplace injury or incident?**

- a. Only if it's a large injury
- b. Only if someone else saw it
- c. If someone tells me to
- d. Non of the above - all injuries and incidents must be reported

**18. Are drugs & alcohol allowed onsite?**

- a. Only in small amounts
- b. If my supervisor allows it
- c. On Fridays only
- d. Non of the above, drugs & alcohol are not permitted on site at any time

**19. Can headphones and mobile phones be used onsite?**

- a. Only when its noisy
- b. When I need some time to think

c. If the supervisor says its ok

d. Headphones and Mobile phones are not permitted onsite

**20. Can I operate machinery in the yard?**

a. If the boss says its ok

b. If no-one else is available

c. If I have a current licence only

**21. Can I make electrical repairs?**

a. If its an emergency

b. If I have a current licence to do so

c. If the boss tells me to

**22. Is it ok to lift heavy items?**

a. If there is no-one to help you

b. Providing I keep my back straight

c. If I wear gloves

d. Use a mechanical aid or get someone to assist

**23. When can I operate power tools, machinery?**

a. At anytime, provided I'm quiet

b. When the boss says its ok

c. Sundays and after hours

d. between 0700 - 1800 Mon-Fri only

e. between 0700 - 1600 Sat only

f. Answers d & e

**24. Where are the fire extinguishers located onsite?**

a. Shed 1

b. Shed 2

c. Shed 3

d. Shed 4

e. All locations above

**25. What should you do in the event of a fire, dangerous spill, injury?**

a. Tell your mate

b. Try to fight the fire

c. Report the incident to your supervisor immediately

**26. Can you post pictures & information of Police/Defence personnel and property online or via text?**

a. Yes
b. No
c. Yes if you gain permission from the lead shipwright

**27. Where can you find the Noakes AED/defibrillator?**

a. Site Office.
b. Shed 2 beside the job card folders.
c. floating around the yard.

**28. True or False - No dust, shavings, filings, fasteners etc (organic & inorganic) may enter the waterway. This includes shell fish & weeds that may be attached to the vessel**

a. True
b. False

**29. Does Noakes Group have a EPA Licence?**

A. Yes
b. No

**30. What actions are to be taken during a pollution incident**

a. Person identifying the pollution incident must attempt to halt the cause of the incident if it is safe and timely to do so
b. If not possible immediately call for help
c. Notify the Yard Production Manager who will take charge of the incident response
d. walk past and continue to work
e. Do A,B,C

**TO BE COMPLETED ON FIRST DAY**

I have been shown the location of: *(please tick)*

a. Work area, tools, equipment to do my job
b. First aid kits and AED
c. Safety gear / PPE
d. Staff lockers <i>(staff only)</i>
e. Timeclock and Job cards
f. My Supervisor
g. Toilets and Shower facilities
h. Lunch room

**Comments:**

**VERIFICATION OF INDUCTION**

*By signing this form, you agree to abide by the Conditions explained in the Induction Video and Handbook and with any other health, safety and environmental instructions that you may be issued as work proceeds.*

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Vessel:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Induction checked by - Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_