

CHARTS & GRAPHS



QUESTIONS

Use the bar chart on the next page to answer these questions:

1. For what years is the data in this chart most relevant?

Answer:

2011 to 2015

2. What organization produced the chart?

Answer:

Association of Workers' Compensation Boards of Canada

3. What information is found on the y axis?

Answer:

Names of the industries included in the data shown on the chart

4. What percentage of the workforce is included in the data in this bar chart and why?

Answer:

85% because not all workers in Canada are covered by Workers' Compensation

5. Which fatalities are not included in the data represented in the chart?

Answer:

Those not coded by occupation

6. What is the total number of fatalities reported by the three industries with the fewest fatalities?

Answer:

184 (67+60+57)

7. What is one conclusion you might make, based on the information in the chart? (answers will vary)

It could be concluded that the construction industries are the most dangerous to work in.

ENTRY FORMS



QUESTIONS

Read the description below of an incident that occurred on a job site. Use the information to complete the incident report form that follows.

Tips for writing an incident report:

- Use simple words and describe the event in chronological order.
- Be accurate and honest.
- Incident reports can be used when dealing with liability or other legal issues, so don't write something you're not sure of.

Legal reference form # (office use only):		
INCIDENT REPORT FORM		Incident rept. form #: Incident report form date (dd/mm/yy): 20/07/18
TYPE OF INCIDENT		
Environmental Incident - Description		Health & Safety Incident - Description
		<i>An electrician was injured by falling drywall when she entered an apartment to install the fire alarm.</i>
Exact location of incident/accident/near miss <i>Suite 625 11066 East Howe St.</i>		Date, hour, shift of incident/accident/near miss <i>16/07/18 day shift about 5 pm</i>
Name of Person <i>Jo Walsh</i>	Occupation <i>electrician</i>	At time of incident, working at <i>Installing fire alarms</i>
Part of body affected by injury <i>Right shoulder</i>	Type of injury <input type="checkbox"/> Near miss <input checked="" type="checkbox"/> Minor injury <input type="checkbox"/> Fatal occurrence <input type="checkbox"/> Other	If fatal - Describe
First Aid Details <i>Jeff Walker, plumber, helped first. He lifted off the drywall and called EMS. EMS came and assessed her and took her to hospital where her shoulder was x-rayed.</i>		
Cause of incident/accident/near miss <i>Drywall stacked and not secured</i>		
Suggested preventive/corrective action to avoid similar incident/accident/near miss in future <i>Drywall should not be left stacked upright unless it is properly secured. The best plan would be to store the drywall flat on the ground.</i>		
REPORT PREPARED BY (NAME & SIGNATURE REQUIRED)		DATE (dd/mm/yy)
Krista Stewart <i>K Stewart</i>		20/07/18
Submit completed form to site Occupational Health & Safety Officer		

FLOWCHARTS



QUESTIONS

Test your understanding of how to read flowcharts by locating the answers to the following questions in the flowchart on the next page. *Answers will vary.*

1. What title would you give to this flowchart? (answers should include building modification)

Answer examples:
Building Modification Approval Process
Approval Process for Building Modification
Approval Process for Building Modification Using a Design Professional
2. What is the process being described by this flowchart?

Answer example:
 The process being described is the steps involved in getting approval to make changes to a building, if approval is required.
3. What symbol should be used with the text "*Owner hires design professional (DP) to modify a building*"?

Answer:
 A circle, oval or rounded rectangle.
4. What happens if the application is incomplete?

Answer example:
 The design professional makes corrections and then resubmits it for approval.
5. Who performs the inspection?

Answer example:
 A member of the municipality staff.
6. What should the DP do if the work does not pass inspection?

Answer example:
 Have any deficiencies corrected and then request another inspection.
7. What symbol should be used with the text "*Work passes inspection*"?

Answer:
 A diamond.

NAVIGATING REGULATIONS



QUESTIONS

On the next two pages is an excerpt from the *Alberta Plumbing Code Regulation* table of contents. Use the table of contents to answer the following questions.

1. The plumbing code has 8 main sections. Some of the sections have sub and sub-sub sections as well. How many sub and sub-sub-sections are in section 1?

Answer:

sub sections ___4 (1), (2), (3), (4)

sub-sub-sections ___7 1(1) (a), (b), (c); 3 (a), (b); 4 (a), (b)

2. What kind of plumbing systems are not covered by this regulation? In what section did you find the answer?

Answer:

Private sewage disposal systems

Found in **Section 2 Exemption**

3. Can plumbing systems equipment be used without proof of certification? In what section did you find the answer?

Answer:

No

Found in **Section 3(2) (a) and (b)**

4. Does the code guarantee that equipment that meets required regulation and code standards is in good working order? In what section did you find the answer?

Answer:

No

Found in **Section 5 Crown Disclaimer**

TABLES & LISTS



QUESTIONS

Locate the answers to the following questions in the table and write them in the space provided.

1. How many columns and rows does the table have?

Answer: 3 columns and 7 rows

2. Aside from the table format, what are two other formatting clues that will help you find information quickly?

Answer: bolded headings and bulleted lists in the Energy Source and General Lockout Guidelines columns

3. You have been asked to find the lockout guidelines for materials in the supply lines of bins and silos. Highlight the row in which you would find the information.

Answer: should highlight the row shown below

Kinetic Energy (energy of a moving object or materials moving object may be powered or coasting)	<ul style="list-style-type: none"> ▪ Blades ▪ Flywheels ▪ Materials in supply lines of bins or silos 	<ul style="list-style-type: none"> ▪ Stop and block machine parts (e.g., stop flywheels and ensure that they do not recycle) ▪ Review entire cycle of mechanical motion, ensure that all motions are stopped ▪ Block material from moving into area of work; blank as required
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4. Kinetic energy sources are used at your workplace. What is the most important thing you need to explain to co-workers about what must be done to lockout kinetic energy sources?

Answer: be sure to stop and/or block, as required, any moving parts, materials or motions.

5. In your own words, summarize the lockout guideline for Electrical Energy.

Answer: answers will vary, but should be similar to that shown below.

Turn off the power at the machine, then at the main switch. Lock and tag the switch, or remove fuses and lock the fuse box. Discharge any remaining electrical charge in the machine.

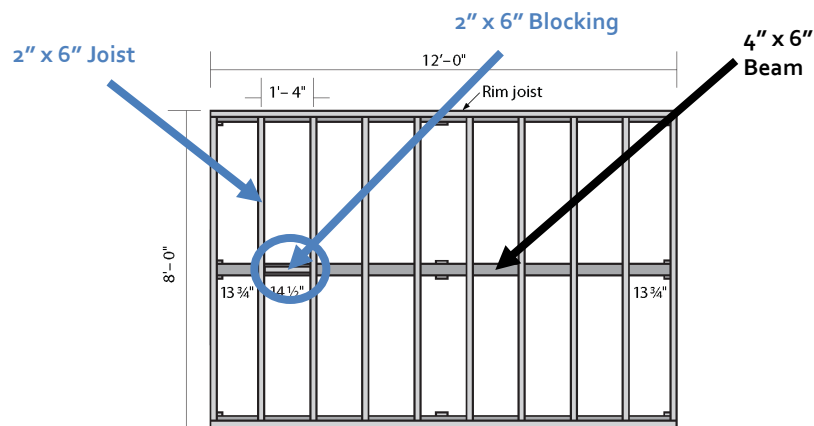
TECHNICAL DRAWINGS



QUESTIONS

In the Workplace: technical drawings are used as part of build and repair processes.

1. What is the length of the rim joists? **12' / 12 ft. or 144" / 144 in.**
2. How long is the floor at the mid-point? **6' / 6 ft. or 72" / 72 in.**
3. How many blocks are needed to build this floor? **9 blocks**
4. How wide is each joist spaced apart, centre-to-centre, within the floor frame?
1'-4" or 1 ft.- 4 in. or 16" or 16 in. (OC).
5. How long is each joist cut to build the floor as shown? **93" or 7'-9" or 7 ft.- 9 in.**
6. What is the length of each 4" x 6" beam as shown in the drawing? **12' or 12 ft.**
7. Measuring from the outside edge of the first joist, at what measurement is the lead edge of the second joist marked on the rim joist to ensure the correct spacing of all remaining joists and build the floor as shown? **15- 1/4" or 1'-3 1/4"**
8. Circle the blocking shown in the drawing. **The correct answer is shown. The blocking is the same colour as joists, indicating it is made from the same material (2" x 6"). The colour used for 4" x 6" beams is different.**



Attach (10) 8' x 2" x 6" joists to (2) 12' x 2" x 6" rim joists resting on the (3) 4" x 6" beams. Install blocking between joists. 7 at 14 1/2" and the two outside at 13 3/4"

Figure 6—Sample drawing illustrating basic measurements and spacing between joists for a floor

9. Based on the information provided or shown in the drawing, which of the following statements is true?
- a) Rim joists are cut to length to fit identically sized blocking.
 - b) The length of the 4" x 6" beams cannot be found using this drawing.
 - c) **8 ft. joists are cut to a different length to assemble the floor between the 12 ft. rim joists.**
 - d) The distance between the joists is the same for the entire floor.

Source: ITA-Youth Explore Trades Skills (2013) *Carpenter Activity Plans*.



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