Supplement for the RMS study book for the

NEBOSH National General Certificate 11th Edition

Contents

There have been only minor amendments made to the October 2018 specification as part of NEBOSH redevelopment, focusing on learning outcomes, legislation and restructuring of content. The current specification is now June 2025, please refer to the NEBOSH website for further information.

This document contains only new content and any key amendments to supplement the RMS study book for the NEBOSH National General Certificate Eleventh Edition.

Supplement

USE OF THE TERM 'INCIDENT'

There are various terms that can be used interchangeably when referring to incidents. This includes accident (generally used when there has been actual harm/ill-health/damage caused) or near miss/close call (generally used when there has been the potential for harm/ill-health/damage to be caused but it did not actually occur in that instance).

NEBOSH has, therefore, adopted the approach taken in the 'Occupational health and safety management systems' (ISO 45001) standard in that an incident is:

An event that happens in the workplace that causes (or has the potential to cause) harm, injury, ill-health or damage.

When the term 'incident' is used in an assessment, the context of the question and other supporting information will provide context for the term. For example, if a question in a scenario-based assessment is asking about the outcome of an incident, information will be provided in the scenario to give context. This could be something like 'the worker fell from a ladder and broke their leg'.

The term 'accident' may still occur in the syllabus if this is a recognised term or part of a title, eg, Reason's model of accident causation etc.

1 Element 1: Why we should manage workplace health and safety

1.1 - Morals and money

Moral and societal expectations [NEW CONTENT] of good standards of health and safety.

Workplace injuries and ill-health can result in a great deal of pain and suffering for those affected. A worker should not have to expect that, by coming to work, their life is at risk. They should also not expect to be affected by hazardous substances that could shorten their life or cause long-term harm. Nor should others be adversely affected by work activates. Injuries and ill-health could impact on a worker's family life, cause them to have financial hardship due to not being able to work and have consequential effects on their financial position leading to pressure on their home life and socially. It is useful to consider that health relates to physical health (absence of disease) as well as psychological health (mental well-being).

Ensuring good health and safety standards at work may therefore be seen as the right way for organisations to conduct themselves and harming people through work activities as the wrong way. The Chief Executive Officer/Top Manager and other Directors/Managers of an organisation are responsible for the governance of that organisation. Society expects that the organisation will be operated with due regard to health and safety and the leadership team of the organisation has a moral (and legal) duty to achieve health and safety in their workplaces.

Taking care not to harm people through work activities is a widely accepted custom of conduct and the right thing to do. This is reflected in many of the world's religions and cultures. This moral reason to prevent harm is usually further reinforced by societal expectations of behaviour, which requires the consideration of others that may be affected by interaction with them.

In particular, this includes work activities and how they may harm those involved or affected by the activity. This societal expectation is often expressed in both civil law and criminal law as, without the potential for litigation or regulatory action, many employers would not act upon their moral obligation to provide protection. In many countries, it is a specific legal requirement to safeguard the health and safety of workers and others that might be affected by an employer's work activities.

Examples of positive moral management of health and safety that can lead to good standards include:

- Prioritising health and safety on an equal basis to other business needs, for example production.
- Giving time to manage health and safety proactively.
- Considering risks and prioritising collective control measures to minimise risks.
- Considering and minimising the effects work and working hours has on worker fatigue and stress.
- Providing resources for equipment and other needs to maintain a safe and healthy workplace.
- Providing health and safety systems of work and procedures.

- At the earliest opportunity providing workers and managers with the training, so they have the knowledge and skills to keep themselves and others safe and healthy.
- Providing new workers with time with a suitable trainer to develop skills and competence.
- Providing adequate and suitable supervision.
- Listening to workers concerns about health and safety.
- Treating workers with respect when they raise concerns about health and safety.
- Involving workers in decisions affecting their health and safety.
- Obtaining assistance from a health and safety professional when required.
- Promptly dealing with hazards that arise.
- When incidents happen, not blame workers before investigating the root causes.
- Learning from incidents and putting in measures to prevent a recurrence.
- When incidents happen and workers are harmed, treating them with dignity and supporting them, for example by promptly providing them with first aid or getting external medical help.

2 Element 2: How health and safety management systems work and what they look like

2.1 - Key components of health and safety management systems

The benefits and limitations [NEW CONTENT] of formal/certified and informal health and safety management systems

Limitations

The limitations of formal management systems is that they could be overly bureaucratic and less responsive to the need to change. They could require specialist knowledge and expertise related to the external standards the formal system needs to conform to or comply with. Informal systems may only require a lower level of resource, time and expertise, particularly as an organisation with an informal management system primarily needs to ensure that their expectations are being met by the system.

The external standards may be complex and less relevant for smaller, low risk organisations and cause an organisation to implement overly complicated processes and procedures that are less relevant and may not work well in practice. If the formal system requires organisations to subscribe to periodic certification this can introduce additional costs.

3 Element 3: Managing risk - understanding people and processes

3.4 - Assessing risk

Application of risk assessment for specific types of risk and special cases

Understand when a premises or an event falls under the requirements of the Terrorism (Protection of Premises) Act 2025 [NEW CONTENT].

TERRORISM (PROTECTION OF PREMISES) ACT 2025

The Terrorism (Protection of Premises) (TPP 2025) Act 2025, also known as Martyn's Law, received Royal Assent on the 3rd of April 2025. It aims to improve protective security and organisational preparedness by requiring those responsible for certain premises and events to consider how they would respond to a terrorist attack. In addition, at certain larger premises and events, appropriate steps to reduce vulnerability to terrorist attacks will need to be considered. The (TPP 2025) establishes a tiered approach, linked to the number of individuals it is reasonable to expect may be present at the same time at premises and events.

Premises within scope

Premises that satisfy the following four criteria fall within scope of the TPP 2025:

1) There is at least one building (or the premises are in a building).
2) The premises are wholly or mainly used for one or more of the uses specified at Schedule 1 to the TPP 2025.
3) It is reasonable to expect that at least 200 individuals may be present, at least occasionally.
4) The premises are not excluded under Schedule 2 to the Act.

Criterion 1 – Building

- There is no requirement that a building is made of a particular material, temporary structures may be in scope. To be a qualifying premises it must have some form of building on them at all times.
- The definition of a building includes "part of a building". Premises may be used for non-Schedule 1 activities, but part of it may be used for a Schedule 1 purpose. For example, a large factory may have an associated shop for the display and sale of the goods it makes.
- Some premises consist of "a group of buildings" used for Schedule 1 use/uses. For example, include a university campus or a hospital complex.
- Some premises are in scope of the TPP 2025 and have multiple units within them (premises in premises), each may be a qualifying premise in their own right. For example, a shopping centre or an entertainment complex.
- Some premises include land attached to a building, for example a pub with a beer garden or a hotel with outside grounds used for dining and events. There are also premises which are primarily outdoors but also consist of one or more buildings on site. For example, certain racecourses, zoos or theme parks.

Criterion 2 – Use

For premises to fall within scope, they must be **wholly or mainly** used for one or more of the **uses that are set out in Schedule 1** to the TPP 2025. The categories of use set out in Schedule 1 to the TPP 2025 are:

- Shops.
- Food and drink.
- Entertainment and leisure activities.
- Sports grounds.
- Libraries, museums and galleries.
- Halls.
- Visitor attractions.
- Hotels.
- Places of worship.
- Health care.
- Bus stations, railway stations or similar transport hubs.
- Aerodromes.
- Childcare.
- Primary and secondary education.
- Further education.
- Higher education.
- Public authorities.

Criterion 3 – number of individual present

The TPP 2025 requires **an assessment** of the greatest number of individuals who can be reasonably expected to be present at the same time in connection with one or more Schedule 1 uses at premises and events. This assessment will help to determine whether premises or events are qualifying premises (200 or more individuals including staff) and whether they are standard duty premises or enhanced duty premises (800 or more individuals including staff). A range of methods can be used to make a reasonable assessment, for example, safe occupancy calculations for the purposes of fire safety or use of historic data.

Criterion 4 – Exclusion under Schedule 2

1) Premises occupied for the purposes of Parliaments and Devolved Administrations.
2) Where they are generally open access parks, gardens, recreation grounds, sports grounds and other open-air premises used for recreation, or leisure.
3) If measures are in place for particular facilities on premises, but those measures do not limit access to the premises more generally, then they can be disregarded. For example, a charge for tennis courts in a generally open-access park.
4) Transport premises that are already subject to relevant existing legislative requirements to consider and mitigate threats.

Events within scope

An **event** that satisfies the following criteria fall **within scope** of the TPP 2025:

1) It will take place at premises within section 3(1)(a) of the TPP 2025 [the premises at which the event is to be held consist of a building, other land or a building and other land (and for these purposes "building" includes part of a building or a group of buildings)], including land without buildings, that are not enhanced duty premises (or part of enhanced duty premises).
2) The relevant premises are accessible to members of the public for the purpose of the event.
3) It is reasonable to expect that there will be at least 800 individuals present for the event at once at some point during it.
4) There will be measures to check entry conditions are met, such as a ticket checks.
5) The event is not excluded under Schedule 2 to the Act.

Requirements for standard duty premises

The responsible person will be required to:

- Notify the Security Industry Authority (SIA) of their premises.
- Have in place, so far as reasonably practicable, appropriate public protection procedures.

The requirements for standard duty premises are centred around simple, low-cost activities with costs relating primarily to time spent. There is no requirement to put in place physical measures.

Requirements for enhanced duty premises and qualifying events

In addition to the requirements for standard duty premises, the responsible person will additionally be required to:

- Have in place, so far as reasonably practicable, public protection measures to reduce (i) the vulnerability of the premises or event to an act of terrorism, and (ii) the risk of physical harm being caused to individuals if an attack was to occur there or nearby. For example, measures relating to the monitoring of the premises and their immediate vicinity.
- Document the public protection procedures and provide this document to the SIA. This document should **include an assessment** of how the public protection procedures and measures reduce vulnerability and/or the risk of harm.
- Where the responsible person is not an individual, they must designate a senior individual with responsibility for ensuring that the responsible person complies with these requirements.

4 Element 4: Health and safety monitoring and measuring

CONFIRMATION OF INCIDENT DEFINITIONS (IMMEDIATE, UNDERLYING AND ROOT CAUSES)

There are no universal definitions of immediate, underlying and root causes. For clarity, NEBOSH use the definitions from HSG245 on page 6 (Investigating accidents and incidents: A workbook for employers, unions, safety representatives and safety professionals HSG245):

- Immediate cause: the agent or injury or ill health (the blade, the substance, the dust, etc).
- Underlying cause: unsafe acts and unsafe conditions (the guard removed, the ventilation switched off, etc).
- Root cause: the failure from which all other failings grow, often remote in time and space from the adverse event (eg failure to identify training needs and assess competence, low priority given to risk assessment, etc).

8 Element 8: General workplace issues

8.3 Safe working in confined spaces

The main hazards and associated risks [NEW CONTENT] with working within a confined space

Hazards and associated risks of confined spaces

The main hazards and associated risks with working within a confined space include:

Hazard	Associated Risk
Flammable vapours, dusts, or excess oxygen	Fire or explosion, potentially leading to severe burns, fatalities, or structural damage
Excessive heat	Heat stress or heatstroke, which can cause confusion, loss of consciousness, or death if not addressed promptly
Toxic gases, fumes or vapours, or oxygen deficiency	Asphyxiation, respiratory failure, or unconsciousness, often without warning due to the insidious nature of gas exposure
Rising liquid levels	Drowning, especially where workers cannot evacuate the space quickly due to restricted access
Free-flowing solids, for example, grain, sand	Entrapment and asphyxiation from being engulfed, which can occur rapidly and without chance of escape
High dust concentrations	Respiratory issues such as asthma, silicosis, or other long-term lung damage particularly relevant in environments like flour silos or cement hoppers
Moving parts of machinery	Serious injury or fatality from impact, crushing, or entanglement, especially in tight working conditions where escape or reaction time is limited
Steam or hot gases	Burns or scalds, which may be severe depending on the exposure and temperature
Restricted entry/exit or space limitations	Delayed escape or rescue in emergencies, increased difficulty in using PPE effectively, and potential for panic or injury due to limited mobility

11 Element 11: Electricity

11.1 Hazards and risks

Workplace electrical equipment, including portable: overheating of portable equipment when charging) [NEW CONTENT].

OVERHEATING OF PORTABLE EQUIPMENT WHEN CHARGING

Overheating of portable equipment when charging is a growing concern on construction sites, particularly with the increasing use of battery-powered tools and devices. Overheating of batteries used in portable equipment can lead to the equipment reaching high temperatures that could cause the equipment or surrounding materials in contact with it to melt or ignite. In addition, these high temperatures could cause the battery's electrolyte to break down, leading to short circuits and fires. Where the internal heat generated by the process of charging is not dissipated, it can lead to thermal runaway, where it causes further heat build-up in the battery and decomposition of the electrolyte. This, in turn, builds up gases and internal pressure inside the battery, resulting in fire or explosion and release of toxic gases. If a lithium-ion battery experiences thermal runaway it can very quickly catch fire and produce temperatures of 500°C.

Overheating of batteries can occur due to a number of reasons:

- Using charging equipment that is not compatible with the batteries and delivers too rapid a charge. This can overcharge the battery causing more heat to be generated than can be dissipated.
- Using charging equipment that is faulty and fails to stop the charge when the correct level of charge is achieved.
- Charging equipment in unsuitable conditions can lead to excessive heat build-up - such as in direct sunlight, in workplaces with hot processes or high ambient temperatures.
- Damage to and aging of batteries can compromise internal structural integrity and increase resistance, causing increased heat when charging.

To prevent overheating, charging should take place in well-ventilated, designated areas away from combustible materials, using manufacturer-approved chargers and undamaged leads. Equipment should be regularly inspected for signs of wear, overheating, or damage, and workers should be trained to follow safe charging procedures.

A.1 Changes to the Unit NG2 Assessment

CHANGES TO THE UNIT NG2 RISK ASSESSMENT

Now entitled GNC2, this assessment will continue as a practical risk assessment but with changes to the marking which will move from met/not met to a points-based marking system, with a mark breakdown document automatically issued to the learner.

The pass mark will be 60%.

UNIT GNC2 - RISK ASSESSMENT

The aim of this unit is to assess a learner's ability to complete successfully a health and safety risk assessment in their workplace and to prioritise (with justification) one action. The risk assessment should not take place until you have completed your studies of the whole of the NGC syllabus (elements 1 to 11).

The time allowed by NEBOSH to complete the assessment is not restricted, but it is advised that learners should aim to complete the full risk assessment documentation within four hours. This indicates an acceptable amount of time that could produce an acceptable result.

The actual time taken will depend on the learner, the type of workplace and the method used to produce the risk assessment, i.e. either handwritten or electronic format.

Always refer to your Learning Partner for instructions on when to carry out the risk assessment and the deadline for submission of your completed submission, please make sure you are clear about when and where you will carry out the risk assessment.

The risk assessment format is based on the Health and Safety Executive's (HSE) recommended approach. . You can refer to the risk assessment guidance and examples on the HSE website 'Managing risks and risk assessment at work'.

It is essential that you refer to the NEBOSH supporting document - Unit GNC2: Risk assessment - Guidance and information for learners and Learning Partners, available for download from the NEBOSH website (www.nebosh.org.uk).

The stages of the assessment are as follows:

Stage 1. Background

Stage 2. Risk assessment.

Stage 3. Hazard prioritisation.

Stage 4. Communicate, check, review.

Figure A-1:GNC2 Risk assessment stages.
Source: RMS.

The following will give you some tips on what to address at each stage.

1. Description of the organisation and the risk assessment methodology used

Background: You must give a clear and concise description of the organisation which will "paint a mental picture" for the examiner. You may create a pseudonym for the organisation if you are concerned about confidentiality.

You should also cover how many workers are employed by the organisation, their typical roles, and a description of the area or process to be included in the risk assessment.

Methodology used: In this section you need to describe how you carried out the assessment. As a minimum, you should include: the sources of information that you consulted, who you spoke to and how the hazards and controls were identified.

Stage 2. Risk assessment

This is the section where you must carry out a thorough risk assessment of the organisation by completing **all** the columns on the risk assessment form provided.

Column 1 – Hazard category and hazard description

You must address at least **ten** different **hazards** that cover at least **five** different **hazard categories**.

Remember, hazards are usually defined as "those things that have the potential to cause harm". Hazard categories are the topic headings which can be found in elements 5 to 11 of the NGC syllabus or as listed on page 11 of the NEBOSH GNC2 guidance.

Column 2 - Who might be harmed and how?

At this stage you must think about those who could be affected by the hazard. Of course, this will include those workers who are doing the task, but you should also consider other people who may be more vulnerable, i.e. contractors, pregnant workers, young people, people with disabilities, etc.

You should then describe the task that is being done and the consequences of exposure to the hazard, for example, the physical injury or ill-health effect.

Columns 3 and 4 – "What are you already doing" and "What further actions/controls are required?"

Columns 3 and 4 work together. If you identify a hazard that is well controlled, there will be a lot of information in column 3 and little in column 4. Conversely, if a hazard is not controlled adequately, there will not be much information in column 3 but column 4 will contain a lot more.

Learners should avoid generic phrases being repeatedly used, for example, 'monitor' and 'train staff'.

You should give appropriate clarification by giving examples of appropriate monitoring and the type of training required.

Column 5 – Responsible person's job role

It is important for learners to understand that it is not their job to action all of recommendations. In this column learners should state the job title of the person responsible for ensuring that the actions are completed. The seniority of the person in the organisation should reflect the importance of the action(s) allocated to them. For example, formulating policy should be the responsibility of a director, whereas carrying out regular workplace inspections is the role of the office manager.

Column 6 – Timescales for further actions to be completed

Learners should identify timescales that are both practical and realistic to ensure that appropriate actions can be taken. You must select one of the following time frames as appropriate:

- **Immediate:** Actions that should be taken within hours to a few days, in order to address urgent risks that could cause immediate harm.

- **Medium term:** Actions that are typically implemented within a few weeks to a few months. They may require some planning/resources but are not as urgent as immediate actions.
- **Long term:** Actions that are planned and executed over several months to years and may involve significant changes to processes, infrastructure, or culture.

3. Hazard prioritisation with justification

At this stage learners should select **one** hazard from the risk assessment which is the highest priority then refer to Element 1 of the NGC syllabus and discuss the moral, legal and financial arguments to justify your selection. When discussing the legal argument, you must mention specific Acts of Parliament and regulations.

Learners should also consider the likelihood and severity of loss occurring. For example, this discussion should consider the number of workers at risk, the severity of harm that may occur, the frequency and duration of exposure to the hazard, etc.

4. Communicate, review and check

The final part of the assessment is to: set a realistic review date for the risk assessment and say why you have chosen that review date, indicate how the findings of the risk assessment are to be communicated (verbal or written up date and the methods to be used, for example, email, noticeboards), who needs to know the information, and indicate how you will follow up on the risk assessment to check that the actions have been carried out.

An assessment pack is available from the NEBOSH website which includes everything required to complete the GNC2 assessment including guidance, helpful hints and tips, and the forms to use. This pack can be downloaded from the NEBOSH National General Certificate resources section available on the NEBOSH website (www.nebosh.org.uk).