

## Reading: Safety at the Construction Site

Read the following text about Marcus, a Safety Officer, and his daily responsibilities.

Marcus is a professional **safety officer** at a large building project. Every morning, his first task is to perform a detailed **inspection** of the site. Before the workers arrive, he completes a **risk assessment** to identify any new **workplace hazard** that could cause an **accident** or a serious **injury**.

As the crew starts their shift, Marcus checks that everyone is wearing the correct **personal protective equipment (PPE)**. This includes **protective clothing**, hard hats, and boots. He also ensures that all specialized **safety equipment**, like harnesses for working at heights, is in good condition. If Marcus sees a **dangerous material**, such as a **chemical hazard**, he makes sure it is stored according to strict **safety regulations**.

Communication is a vital part of his job. Marcus places a **warning sign** near any wet floors or falling debris. He also organizes regular **safety training** for new employees. During these sessions, he explains the **safety procedure** for using heavy machinery and reviews the site's **emergency plan**. This plan includes the **evacuation** routes and the location of assembly points.

Marcus also focuses on **fire safety** by checking fire extinguishers and alarms. He ensures that every floor has a kit for **first aid** in case of minor emergencies. If a problem occurs, Marcus must write an **incident report** to document what happened and how to prevent it in the future. By following these steps, Marcus keeps the workplace productive and safe for everyone.

## Comprehension & Analysis

### Part A: Literal Comprehension

*Answer the following questions based directly on the text about Marcus.*

**1. What is the very first task Marcus performs every morning before the workers arrive?**

**2. According to the text, what specific items are included in the Personal Protective Equipment (PPE) Marcus checks?**

**3. What does Marcus do if he identifies a chemical hazard or dangerous material on the site?**

### Part B: Inferential & Applied Analysis

*Use your understanding of the text and safety principles to answer these questions.*

**4. Why is it necessary for Marcus to perform a risk assessment *before* the workers start their shift rather than during the shift?**

**5. The text mentions that Marcus organizes regular safety training. Why is training just as important as providing physical safety equipment like hard hats?**

**6. How does writing an incident report help prevent future accidents? Explain the connection between documentation and safety.**

## Writing Task: Incident Report

### Scenario: The Missing Warning Sign

Yesterday at 2:00 PM, a worker named Sam was carrying a heavy box near the main entrance. Earlier that morning, a pipe had leaked, leaving a large puddle of water on the floor. Because a **warning sign** was missing, Sam did not see the **workplace hazard**. He slipped and fell, resulting in a minor ankle **injury**. Marcus, the **safety officer**, arrived immediately. He provided **first aid** by applying an ice pack and then checked the **safety procedure** for wet floors. Now, an **incident report** must be completed to document the **accident**.

### OFFICIAL INCIDENT REPORT

#### 1. General Information

**Date of Incident:** \_\_\_\_\_ **Time:** 2:00 PM  
**Location:** Main Entrance, Construction Site  
**Safety Officer in Charge:** Marcus

#### 2. Description of the Accident

*Describe what happened and identify the workplace hazard.*

On the date above, the worker slipped because...

#### 3. Injury and First Aid

*Describe the injury and the immediate medical response provided.*

**4. Safety Procedure Analysis**

*Which safety procedure was broken? What safety equipment or signs were missing?*

**5. Prevention Plan**

*How can we prevent this accident from happening again? (e.g., inspection, training)*