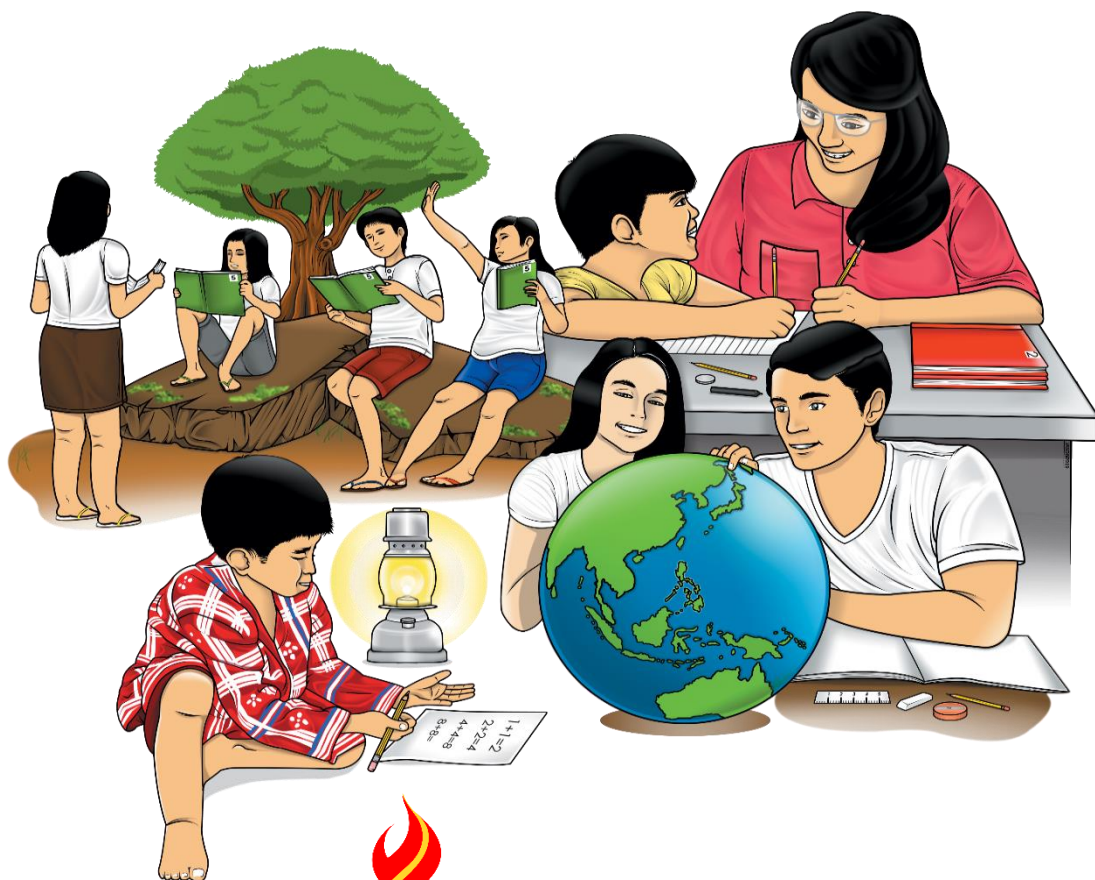


Technology and Livelihood Education

Home Economics - Cookery

Quarter 0 - Module 5: Importance of Occupational Health and Safety Procedures



TLE Cookery – Grade 8
Alternative Delivery Mode
Quarter 0-Module 5: Importance of Occupational Health and Safety Procedures
First Edition, 2020

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Published by the Department of Education
Secretary: Leonor Magtolis Briones
Undersecretary: Diosdado M. San Antonio

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Printed in the Philippines by _____

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**Technology and
Livelihood Education
Home Economics - Cookery
Quarter 0 - Module 5:
Importance of Occupational
Health and Safety Procedures**

Introductory Message

This Self-Learning Module (SLM) is prepared so that you, our dear learners, can continue your studies and learn while at home. Activities, questions, directions, exercises, and discussions are carefully stated for you to understand each lesson.

Each SLM is composed of different parts. Each part shall guide you step-by-step as you discover and understand the lesson prepared for you.

Pre-tests are provided to measure your prior knowledge on lessons in each SLM. This will tell you if you need to proceed on completing this module or if you need to ask your facilitator or your teacher's assistance for better understanding of the lesson. At the end of each module, you need to answer the post-test to self-check your learning. Answer keys are provided for each activity and test. We trust that you will be honest in using these.

In addition to the material in the main text, Notes to the Teacher are also provided to our facilitators and parents for strategies and reminders on how they can best help you on your home-based learning.

Please use this module with care. Do not put unnecessary marks on any part of this SLM. Use a separate sheet of paper in answering the exercises and tests. And read the instructions carefully before performing each task.

If you have any questions in using this SLM or any difficulty in answering the tasks in this module, do not hesitate to consult your teacher or facilitator.

Thank you.



What I Need to Know

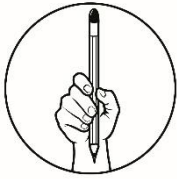
This module was designed and written with you in mind. It is here to help you master the Importance of Occupational Health Safety Procedure. The scope of this module permits it to be used in many different learning situations. The language used recognizes the diverse vocabulary level of students. The lessons are arranged to follow the standard sequence of the course.

The module contains the following:

LO1 Importance of Occupational Health and Safety Procedure

After going through this module, you are expected to:

- recognize the importance of OHSP



What I Know

Directions: Choose the letter of the best answer and write it in your activity notebook:

1. What does it mean by OHSP?
 - A. Occupational Health and Safety Procedures
 - B. Occupational Healthier and Safety Practices
 - C. Occupation and Health Satisfaction Procedure
 - D. Occupational, Health and Strategies for Production

2. It is a condition of a person on being safe, freedom from danger, risk or injury.
 - A. hygiene
 - B. safety
 - C. sanitation
 - D. sterilization

3. The chances or probabilities that a person is harmed is called _____.
 - A. risk
 - B. hazard
 - C. adverse health effect
 - D. hazardous chemicals

4. The following are methods of controlling hazards, EXCEPT _____.
 - A. avoidance
 - B. elimination
 - C. safeguard
 - D. substitution

5. It is done by marking the hazardous area and separating the workers from hazard.
 - A. isolation
 - B. using Personal Protective Equipment
 - C. instructing the workers about safest way of doing something
 - D. all answers listed above are all true and correct based on the topic

6. The most effective form of identifying control measures is _____.
 - A. elimination
 - B. isolation
 - C. safeguard
 - D. substitution

7. This type of hazard was brought by unhealthy working conditions, poor lighting, poor ventilation, insufficient facilities, or faulty equipment or machine and improper work practices such as wrong use of knives.
 - A. physical hazard
 - B. chemical hazard
 - C. ergonomic hazard
 - D. psychological hazard

8. Risk assessment is the process where you _____.
- A. identify hazard
 - B. analyze or evaluate the risk associated with that hazard
 - C. determine appropriate ways to eliminate or control the hazard
 - D. none of these is the correct and exact answer based on the topic
9. A type of hazard that is brought by poor posture when working long period of standing, lifting, and carrying heavy objects.
- A. bio hazard
 - B. ergonomic hazard
 - C. psychological hazard
 - D. all of these are correct and exact answer
10. What does DOLE stand for?
- A. Department of Labor and Employment
 - B. Department of Laborer and Employers
 - C. Department of Laborer and Employees
 - D. Department of Laborer and Engagement
11. Occupational Health and Safety Procedures in the workplace is important so that employees are more _____ and happier.
- A. productive
 - B. good-looking
 - C. elegant than others
 - D. fantastic than others
12. These are outfits designed to protect wearer's body from injury or chemicals or jobs related occupational safety and health purposes.
- A. Personal Protective Equipment
 - B. Personal Garments Equipment
 - C. Clothing Protective Equipment
 - D. none of these is the correct and precise answer
13. What year does OSHA reflected and recognized that safety is vital in the workplace?
- A. 1950
 - B. 1960
 - C. 1970
 - D. 1980
14. Occupational safety and health procedures seek the promotion and maintenance of the highest degree of physical, mental, and social well-being of _____ in all occupation.
- A. workers
 - B. animals
 - C. students
 - D. none of these
15. When was OSHA laws in Philippines fully implemented?
- A. 1968
 - B. 1978
 - C. 1988
 - D. 1999

Lesson**1****Practice Occupational Health and Safety Procedures*****What's In*****Activity 1. Are you concern?**

Directions: Read the scenario written below and answer the given question. Select your best answer in the box and write it in your answer sheet.

In this time of pandemic, Jason's mother work very hard to double the income of the family since she is a single mom. Aside from being a call center agent, she cook foods and sale it to her officemates and even online. Jason always reminds his mother to have enough rest because he noticed that his mom sleeps only 2-3 hours.

Based on the scenario, what do you think will be the possible harm that could be experienced by Jason's mom?

poor eyesight

healthy lifestyle

back injury

she could be blooming

total stress

muscle spasm

headache

smooth and shiny skin

numbness of hands

depression

sore eyes

mental strain



What's New

Our topic in this module is Practice Occupational Health and Safety Procedures. For us to understand more the topic, kindly answer the puzzle game then afterward we will associate and use those words for the content of this topic.

Activity 1. Puzzle Game

Directions: Copy the word search box in your notebook and encircle the corresponding word from the given guide statement below.

A	K	H	O	S	S	I	W
H	E	A	H	E	A	X	O
W	L	Z	K	M	F	B	R
O	Q	A	W	E	E	R	K
R	T	R	Y	U	T	O	P
K	A	D	S	D	Y	F	L
E	G	H	J	K	L	O	A
R	I	S	K	S	I	E	C
N	M	E	R	T	Y	U	E
I	O	P	A	S	D	F	G

1. A place, such as an office or factory, where people are employed.
2. The one who works at a particular occupation or activity.
3. The condition of being safe; freedom from danger, risk or injury.
4. The chances or probabilities that a person is harmed.
5. A situation that could be dangerous to people in a workplace.

Activity 2. Matching Type

Directions: Match column A to column B by writing the letter of the correct answer on your activity notebook.

Column A

1. Felix has wound caused by sharp knife.
2. Ryan accidentally slides on a slippery floor in the kitchen.
3. Samantha cooked dishes for her family but accidentally hold the hot pot without pot holder.
4. Esha wear apron, gloves, and hairnet before cooking.
5. Xia always put signage on hazardous things in the kitchen

Column B

- A. Burns
- B. Isolation
- C. Personal Protective Equipment(PPE)
- D. Cuts
- E. Spills



What is It

Recognize the Importance of Occupational Health and Safety Procedure

The field of occupational health and safety (OHS) has become a topic of increasing concern over the last 30 years. The establishment of the Occupational Safety and Health Administration (OSHA) in 1970 reflected that safety in the workplace is a basic expectation for all employees. Initially addressing concerns in industry and hazards associated with mechanical injury, the field of occupational health and safety has expanded to almost every workplace environment, from the office to the airplane, as well as to the laboratory and the vivarium.

OSH in the Philippines is regulated by a wide range of laws. The main OSH provisions shall be found particularly in the Philippine Labor Code (mainly Book IV), the Occupational Safety and Health Standards (OSHS) 1978. The Department of Labor and Employment (DOLE) and other government agencies have issued hazard-specific guidelines, departmental orders and implementing rules on OSH matters. "The objective of this issuance is to protect every workingman against the dangers of injury, sickness or death through safe and healthful working conditions, thereby assuring the conservation of valuable manpower resources and the prevention of loss or damage to lives and properties, consistent with national development goals and with the State's commitment for the total development of every worker as a complete human being."

OHS in the workplace is vital for the following reasons:

- Employees are more productive.
- A clean and healthy working environment reduces absenteeism.
- It's safer, cleaner and looks more professional.
- Employees are happier.
- There is a decrease in insurance claims caused by workplace accidents.
- An OHS programmed will protect the organization's employees. After all, they are the most valuable assets to the company.
- The organization will be able to retain more customers.
- Even though the initial costs for OHS training and implementation can be significant, the business can save a substantial amount of money in the long run, with less injury, vehicle or building damage claims, as well as fewer instances of employees not being able to report for work.

Occupational health and safety procedure is authority-independent and seeks the promotion and maintenance of the highest degree of physical, mental, and social well-being of workers in all occupation; the prevention among workers of adverse effects on health caused by their working condition; the protection of workers of their employment from risk resulting from factors adverse to health; the placing and maintenance of workers in an occupational environment adopted to physical and mental needs and the adoption of work to humans.

That goal is achieved through workplace policies, programs and procedure, as well as an external legislative and regulatory frame work.

An occupational health and safety management system should follow the following elements:

1. Management Commitment - management can show their commitment to OHS by:
 - establishing an OHS policy
 - identifying its objectives
2. Planning - includes setting standards for management and employees.
3. Consultation - consult and work with your employees. It is important that the employees have a basic understanding of what could be considered high-risk activities in a food establishment. There should be two ways communication where employers listen to and cooperate with employees then management can ensure OHS decision are based on the best and most up-to-dated information.
4. Training - training on health and safety is important to the new and inexperienced workers, including those that have been away from the workforce for some time.
5. Risk Management - involves the identifying hazards present, evaluating the risks, and taking into the account the existing precautions.

Hazard

Hazard is any source of potential damage, harm or adverse health effects on something or someone under certain conditions at work.

Basically, a hazard can cause harm or adverse effects to individuals as health effects or to organizations as property or equipment losses.

Workplace hazards can come from a wide range of sources. General examples include any substance, material, process, practice, etc. that has the ability to cause harm or adverse health effect to a person under certain conditions.

Types of Hazards

1. **Physical Hazard**- brought by unhealthy working conditions, poor lighting, poor ventilation, insufficient facilities, inefficient or faulty equipment or machine and improper work practices such as wrong use of knives.

Slip, Trips and Falls are example of Physical Hazard

Slips - loss of balance caused by too little friction between a person's foot and a walking surface.

Trips - hit an object, lose your balance and fall

Falls - when you lose your balance & drop to the floor

2. **Biological Hazard** - brought by workers infected with diseases or illnesses, unhygienic personal practices that can transmit bacteria, parasite, fungi to other workers and food, and equipment being handled.

3. **Ergonomic Hazard** - brought by poor posture when working long period of standing, bending, pushing, lifting, and carrying that can cause body stress, muscles pains and soreness, back injury, numbness of hands, feet and other body parts.
4. **Psychological Hazard** - brought by too much stress from work may cause mental and emotional strains and anxieties, depression- losing focus on one's work and others.
5. **Chemical Hazard** - brought by use of chemicals such as disinfectant for cleaning equipment and flooring, fumes and smokes from cooking.

To make hazards less dangerous, consider the following options:

1. Elimination

You can simply dispose things that cannot be repaired and ingredients that are waste or expired following the proper waste disposal (biodegradable, non-biodegradable, residual, recyclable and toxic). This will eliminate hazard in the kitchen.

2. Substitution

Though elimination is considered the best way of preventing or fixing hazards, it is not always possible. This is why you should think of a substitute for hazardous tools or equipment inside your kitchen. Better substitute safer and easy to operate tools and equipment in the kitchen.

3. Safeguard

Safeguard can be added by modifying tools and/or equipment. It usually prevents the workers from being harmed by mechanical hazard. You can also put signage and symbols in your kitchen for safety purposes.

4. Isolation

Isolation is done by marking the hazardous area and separating the worker from hazard. You can provide a separate room for those hazardous chemicals and equipment.

5. Using Personal Protective Equipment (PPE) and Clothing

The use of simple PPE like gloves and apron could be a great help while in the kitchen. Using gloves when holding hot tools like pan, can prevent your skin from being burned. Using apron moreover, can prevent you from spills when pouring liquid ingredients from one bowl to another.

6. Instructing Workers about the Safest Way of Doing Something

People in the kitchen or in bakeshop must be well informed and instructed of the safest work procedures. Baking and cooking instruction must be followed at all times by everyone in the workplace.

Risk

Risk is the probability that a person will be harmed or experience an adverse health effect if exposed to a hazard. It may also apply to situations with property or equipment loss.

Factors that influence the degree of risk include:

- how much a person is exposed to a hazardous thing or condition,
- how the person is exposed (e.g., breathing in a vapor, skin contact), and
- how severe are the effects under the conditions of exposure.

Risk Assessment

Risk assessment is the process where you:

- identify hazards,
- analyze or evaluate the risk associated with that hazard, and
- determine appropriate ways to eliminate or control the hazard.

Preventing the Hazard

Four Step System (**SAFE**)

Spot the Hazard

Assess the Risk

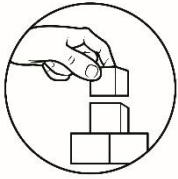
Fix the Problem

Evaluate the Result

Health, Safety and Security Procedures in the Kitchen

Tips to remember while working in the kitchen:

- Use dry pot holders when holding hot items.
- Don't leave the pot holder near the fire.
- Always lift the lids of the saucepans away from you so that the steam won't burn you.
- Keep the fire extinguisher near the kitchen and learn how to use it.
- Turn off the stove or gas range when you have finished cooking.
- Wipe spills immediately.
- Remove toys, small items or anything that you may trip on the floor.
- Keep pets out of kitchen, especially while cooking.
- Keep children in safe distance when they are with you in the kitchen to avoid accidents.
- Always pick up the knife with its handle.
- Slice, cut, or chop foods in a chopping board.
- Cut the food with the blade of the kitchen down and slant away from you.
- Don't put your finger near the moving parts of electric mixer or food blender.
- Be careful when discarding a broken glass. Don't pick up small pieces with your bare hands.



What's More

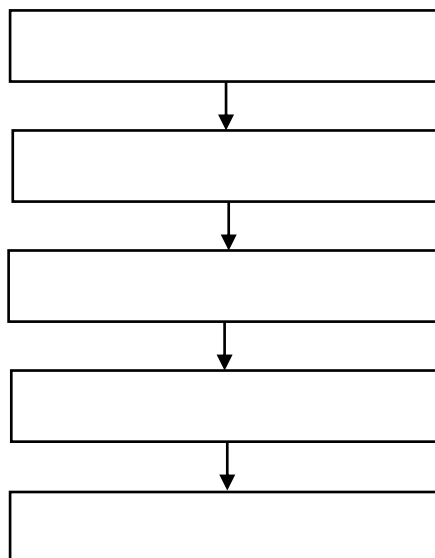
Activity 1

Directions: Write T if the statement is TRUE and F if the statement is false. Write the answers in your activity notebook.

- ___ 1. Planning includes setting standards for management and employees.
- ___ 2. Hazard is any source of potential damage, harm or adverse health effects on something or someone under certain conditions at work.
- ___ 3. Safeguard can be added by modifying tools and/or equipment.
- ___ 4. The use of simple PPE like gloves and apron could not help while in the kitchen.
- ___ 5. Risk is the chance or probability that a person will be harmed or experience an adverse health effect if exposed to a hazard.
- ___ 6. The fire extinguisher near the kitchen and learn how to use it.
- ___ 7. Cut the food with the blade of the kitchen knife down and slant away from you.
- ___ 8. An OHS programmed will protect the organization's employees.
- ___ 9. Safeguard can be added by modifying tools and equipment. It usually prevents the workers from being harmed by mechanical hazard.
- ___ 10. Put your finger near the moving parts of electric mixer or food blender

Activity 2

Directions: Fill in the boxes by writing in sequence the five elements of OHS. Do it in your activity notebook.



Activity 3: Matching Type

Directions: Match Column A with Column B. Write the letters of the correct answer in your activity notebook.

A	B
___ 1. caused by organism such as viruses, bacteria fungi and parasites	A. Chemical hazards
___ 2. vapor or gaseous substance	B. Physical hazard
___ 3. slips, trips and falls	C. Ergonomic hazard
___ 4. those that are basically causing stress	D. Biological hazard
___ 5. awkward posture arising from improper work methods.	E. Psychological hazard

Activity 4. Brainstorming

Directions: Copy the template below in your activity notebook. Fill in each box with a reason or idea on how important is Occupational Health and Safety Procedure.

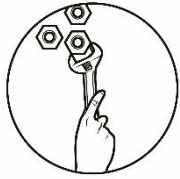
The Importance of Occupational Health and Safety Procedure are the following reasons:
1.
2.
3.
4.
5.



What I Have Learned

Directions: Copy the sentences in your activity notebook and fill -in the blanks with correct answers.

1. The field of Occupational Health and Safety (OHS) has become a topic of increasing importance over the last ____ years.
2. The establishment of the Occupational Safety and Health Administration (OSHA) in ____ reflected the recognition that safety in the workplace is a basic expectation for all employees.
3. The main OSH provisions shall be found in particular in: the Philippine Labor Code (mainly Book IV), the Occupational Safety and Health Standards (OSHS) _____.
4. The _____ (DOLE) and other government agencies have issued hazard-specific guidelines, departmental orders and implementing rules on OSH matters.
5. An OHS programmed will _____ the organization's employees. After all, they are the most valuable assets to the company.
6. Occupational safety and health in the abstract, is authority- independent and seeks the promotion and maintenance of the highest degree of physical, mental, and _____ well-being of workers in all occupation
7. An occupational health and safety management system has five elements, this includes management commitment, planning, consultation, training and _____.
8. Planning includes setting standards for management and _____.
9. Risk Management involves the identifying hazard present and then evaluating the risks, taking into the account the existing _____.
10. Hazard is any source of potential _____, harm or adverse health effects on something or someone under certain conditions at work.
11. Physical Hazard was brought by _____ working conditions, poor lighting, poor ventilation, insufficient facilities, inefficient or faulty equipment or machine and improper work practices such as wrong use of knives.
12. Biological Hazard was brought by workers infected with diseases or illnesses, _____ personal practices that can transmit bacteria, parasite, fungi to other workers and food, and equipment being handled.
13. Ergonomic Hazard was brought by poor _____ when working long period of standing, bending, pushing, lifting, and carrying that can cause body stress, muscles pains and soreness, back injury, numbness of hands, feet and other body parts.
14. Psychological Hazard was brought by too much _____ from work may cause mental and emotional strains and anxieties, depression- losing focus on one's work and others.
15. Chemical Hazard was brought by use of chemicals such as disinfectant for cleaning equipment and flooring, fumes and smokes from _____.



What I Can Do

Activity 1

Direction: Slogan Making (Individual)

1. Make Slogan on how important is Occupational Health and Safety Procedure.
2. Use 2 x 4 feet illustration board or cartolina, appropriate color medium and drawing tools.
3. Submit your output to your teacher for proper evaluation.

Criteria	5	3	2	Your Score
Relevance to the importance of OHSP	There is much relevance with the importance of OHSP	There is moderate relevance with the importance of OHSP	There is less relevance with the importance of OHSP	
Messages	It is very clear and informative	It is moderately clear and informative	Messages is not clear and informative	
Color	Color is very much attractive	Color is slightly attractive	Color is not attractive	
Maximum Score-15			Your total score	

Score Equivalent:

11 – 15 Very good

6 – 10 Good

1 – 5 Fair

Activity 2

Directions: Poster Making (Individual)

1. Make poster on how important is Occupational Health and Safety Procedure.
2. Use 2 x 4 feet illustration board or cartolina, appropriate color medium and drawing tools.
3. Submit your output to your teacher for proper evaluation.

CRITERIA	5	3	2	Your Score
Relevance to the importance of OHSP	There is much relevance with the importance of OHSP	There is moderate relevance with the importance of OHSP	There is less relevance with the importance of OHSP	
Messages	It is very clear and informative	It is moderately clear and informative	Messages is not clear and informative	
Color	Color is very much attractive	Color is slightly attractive	Color is not attractive	
Maximum Score-15			Your total score	

Score Equivalent:

11 – 15 Very good

6 – 10 Good

1 – 5 Fair

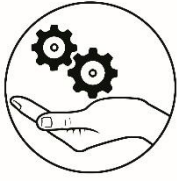


Assessment

Directions. Choose the letter of the best answer and write it in your activity notebook:

1. What does it mean by the abbreviation DOLE?
 - A. Department of Labor and Employment
 - B. Department of Laborer and Employers
 - C. Department of Laborer and Employees
 - D. Department of Laborer and Engagement
2. Occupational Health and Safety Procedures in the workplace is important so that employees are more productive and _____.
 - A. attentive
 - B. enjoyable
 - C. explorer
 - D. happier
3. What year does the OSHA reflect the recognition that safety in the workplace is a basic expectation for all employees?
 - A. 1950
 - B. 1960
 - C. 1970
 - D. 1980
4. Occupational safety and health procedures seek the promotion and maintenance of the highest degree of physical, mental, and social well-being of _____ in all occupation.
 - A. animals
 - B. students
 - C. workers
 - D. none of these
5. When was OSHA laws in Philippines was fully implemented?
 - A. 1968
 - B. 1978
 - C. 1988
 - D. 1999
6. An occupational health and safety management system has five elements, this includes management commitment, planning, consultation, training and _____.
 - A. risk management
 - B. risk responsibilities
 - C. risk respond workers
 - D. risk taker than anyone
7. These includes setting standards for management and employees.
 - A. think
 - B. planning
 - C. consultation
 - D. training and practice

8. This is any source of potential damage, harm or adverse health effects on something or someone under certain conditions at work.
 - A. danger
 - B. harmful
 - C. hazard
 - D. risk
9. It is done by marking the hazardous area and separating the worker from hazard.
 - A. isolation
 - B. marking
 - C. practice
 - D. safety
10. It is the chance or probability that a person will be harmed or experience an adverse health effect if exposed to a hazard.
 - A. danger
 - B. harm
 - C. hazard
 - D. risk
11. The condition of a person from being safe, freedom from danger, risk or injury.
 - A. hygiene
 - B. safety
 - C. sanitation
 - D. sterilization
12. People in the kitchen or in bakeshop must be well informed and instructed of the _____ work procedures.
 - A. evaluated
 - B. faster
 - C. safest
 - D. all of these
13. Examples of a common fire hazards are overloaded critical system, combustible storage area, cigarette smoking, flammable liquids, heating and cooking appliances, batteries and personal ignition sources like _____.
 - A. paper and woods
 - B. matches and lighter
 - C. flashlight and cellphone
 - D. all of these are correct answer
14. Using Personal Protective Equipment (PPE) and Clothing could be a great _____ in the kitchen.
 - A. approach
 - B. danger
 - C. help
 - D. none of these
15. This type of hazard was brought by unhealthy working conditions, poor lighting, poor ventilation, insufficient facilities, or faulty equipment or machine and improper work practices such as wrong use of knives.
 - A. physical hazard
 - B. chemical hazard
 - C. ergonomic hazard
 - D. psychological hazard

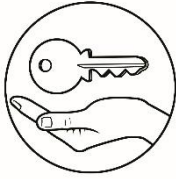


Additional Activities

Activity 1

Directions: List down 10 hazards found in your kitchen then identify the types of hazard. Write the answer on your answer sheet.

Hazard found in your kitchen	Types of Hazard



Answer Key

What I Know

1. A
2. B
3. A
4. A
5. A
6. D
7. A
8. B
9. D
10. A
11. A
12. A
13. C
14. A
15. B

What's New

Activity 1

1. Workplace
2. Worker
3. Safety
4. Risk
5. Hazard

Activity 2

1. D
2. E
3. A
4. C
5. B

What's More

Activity 1

1. T
2. T
3. T
4. F
5. T
6. T
7. T
8. T
9. T
10. F

Activity 2

1. Management Commitment
2. Planning
3. Consultation
4. Training
5. Risk Management

What I have learned

1. 30
2. 1970
3. 1978
4. Department and Labor and Employment
5. protect
6. social
7. risk management
8. employees
9. precaution
10. damage
11. unhealthy
12. unhygienic
13. posture
14. stress
15. cooking

What's In

1. 2-40% / 29%
2. 3-42% / 30%
3. 1-33% / 25%
4. 10-40% / 29%
5. 5-50% / 33%
6. 1-20% / 16%
7. 1-16% / 14%
8. 20-44% - 31%
9. 2-50 / 33%
10. 1-33% / 25%

Assessment

1. A
2. D
3. C
4. C
5. B
6. A
7. C
8. C
9. A
10. D
11. B
12. C
13. B
14. C
15. A

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