

**Unit Title:** Understanding Your Responsibilities In The Workplace  
**Unit Level:** 2  
**Unit Credit Value:** 1  
**GLH:** 6  
**LASER Unit Code:** WJB098  
**Ofqual Unit Code:** M/502/3566

This unit has 3 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Understand their responsibilities as an individual within the place of work.	1.1	Describe the expectations your line manager has of you.
		1.2	Describe the expectations your fellow employees have of you.
		1.3	Describe the health and safety responsibilities you have as an employee.
2.	Know how to take responsibility for completing work tasks.	2.1	Keep a log showing how they meet expectations over the course of a week.
		2.2	Describe what support exists to help them realise their place of work responsibilities should they need to access it.
3.	Understand impact of own actions and behaviours.	3.1	Describe how what they do and how they behave influences others around them.
		3.2	Describe what the consequences would be if they failed to carry out their responsibilities in the place of work.

<b>Assessment Guidance:</b>
NA

<b>Additional Information:</b>
NA