

### ECS Highway Electrical Version H&S Test System with effect from the 1st March 2020

#### Ordering ECS HE Version H&S Tests

1. Complete the test order form and email as an Excel spreadsheet to [jibtest@thehea.org.uk](mailto:jibtest@thehea.org.uk)

Please ensure that the name the test has been ordered for is the candidates full name including the FULL first name as it appears on official documentation such as the Birth Certificate/Driving License, e.g. Peter - not Pete.

If you would like to change the name or spot a spelling mistake it is important that you let the HEA know before the test has been taken and that you wait until you have confirmation from the office that it has been done. If the test does not match what has been ordered the result will be a void test and the candidate will have to re-take the test; this will be chargeable.

2. Once the order has been processed you will receive an email from the HEA office with the following (either as an attachment or in the email itself):
  - a. The Invigilator ID (Note: this changes with every test issued)
  - b. The Exam Code (Test No.)
  - c. The candidates name
  - d. Test summary information

#### Re-allocating ECS HE Version H&S Tests

If you need to reallocate a test to someone else, you will need to provide the following in advance of the test being taken:

- e. The Exam Code (Test No.) which is needed to be re-allocated
- f. The name of the original candidate to which the test was allocated
- g. The new candidate's full name
- h. The new candidate's NI number
- i. The new candidate's Date of Birth

#### Taking the ECS HE Version H&S Test

3. Please ensure the candidate has been given enough time (ten days is the minimum suggested) to revise the question bank which can be found on the NHSS 8 – HERS webpage under HERS/NHSS8 Downloads within the ECS HE Version H&S Test Forms and Question Bank category [https://thehea.org.uk/hers\\_resources\\_categories/ecs-h-e-version-test-forms/](https://thehea.org.uk/hers_resources_categories/ecs-h-e-version-test-forms/)

4. Make sure you have the email with the Invigilator ID, Exam Code and Candidate's name and log into: <https://www.ecstest.org> This is the screen that will appear. **(Note – If the Start Test appears first, you MUST log out and close the browser and then start again):**

Welcome to the ECS Health, Safety and Environmental Assessment test site.

Please select the test option listed below to be directed to the correct test site.

If you are an invigilator that has verified your delegates identity and contact detail and are looking to login to start a test click "Delegate Test"

If you are an Invigilator click "Invigilator Login"

If you are a venue manager click "Venue Login"

The Electrotechnical JIB  
Setting employment standards

For more information about the Electrotechnical Certification Scheme please visit our main website [www.ecscard.org.uk](http://www.ecscard.org.uk)

You should then click on **Delegate Test**, and the below screen will appear:

**Exam Login**

Invigilator ID

Exam Code

Login

5. Enter your Invigilator ID and the Exam Code, provided in the email, to login. Once you have entered the details and clicked 'login' the screen below will appear

Exam Type: Electrical

Title: \* Mr

First Name: \* Test

Last Name: \* User

NI Number: \*

DOB: \* 01/01/2000

Personal Email: \* test.user@somedomain.co.uk

Business Email: \*

Nationality: \*

Ethnic Origins: \*

Contact Number: \*

Address Line 1: \*

Address Line 2: \*

Address Line 3: \*

Town: \*

County: \*

Post Code: \*

\* I confirm that all information provided above is true and accurate.

\* By continuing with this assessment you agree to the JIB security storing your personal information provided from this Assessment for the purposes of an ECS application.

**Please Note:**  
Your details must be correct **before** you start this test.  
Once you click Start your details are locked and cannot be changed.  
Tell your invigilator now if any details are incorrect.

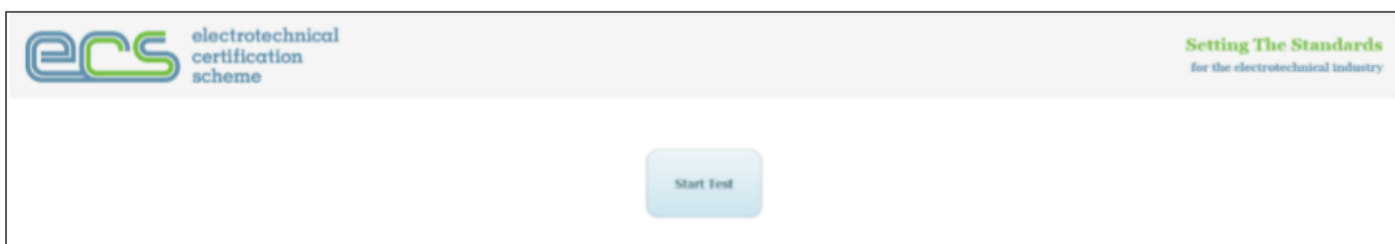
Save

6. Complete all mandatory fields, including the candidate's NI Number and address fields (e.g. HEA or employer's address). Please ensure:
  - a. **The candidate's name is spelt correctly**  
(check against any existing HERS card / the card ordering system – and if there is a difference – advise the HEA Office and provide identity evidence for the candidate)
  - b. **The candidate's NI Number is correct**  
(the candidate can check this against their pay slip)
  - c. **The 'personal email' is the invigilator's email address**

(If the wrong NI number or name is used, another ECS H&S Test must be ordered and taken).

7. The delegate will need to read, authorise and tick the statements at the bottom of the screen to confirm and click save.

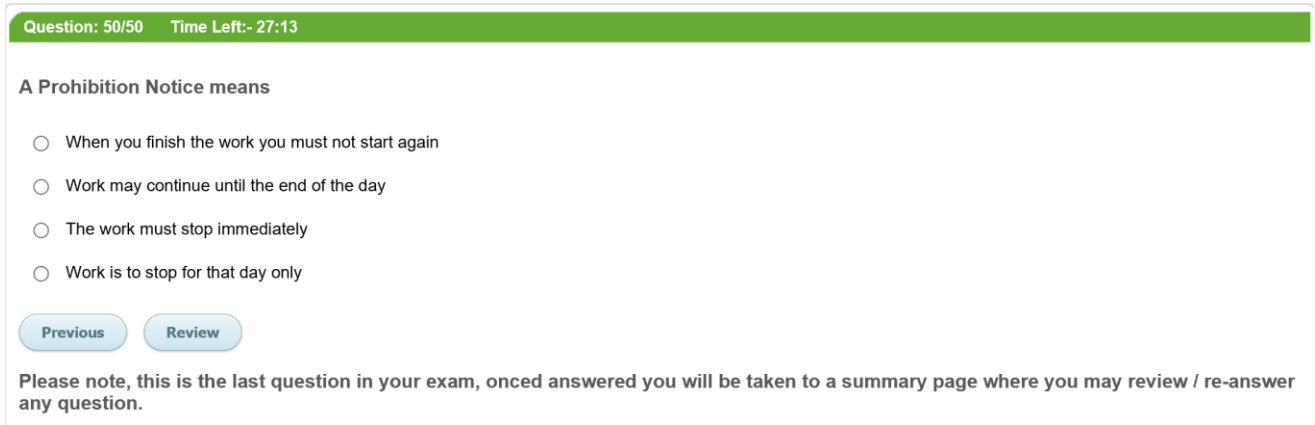
8. Once you click “Save” the screen below will appear to allow the candidate to start the test. Once the candidate is ready, they can start the test.



9. In the top left-hand box of the H&S test screen you will see how many questions have been answered and the time left to complete the questions



10. Once all the questions have been answered, the screen below will appear. Select “Review” to move forward.



Question: 50/50 Time Left: - 27:13

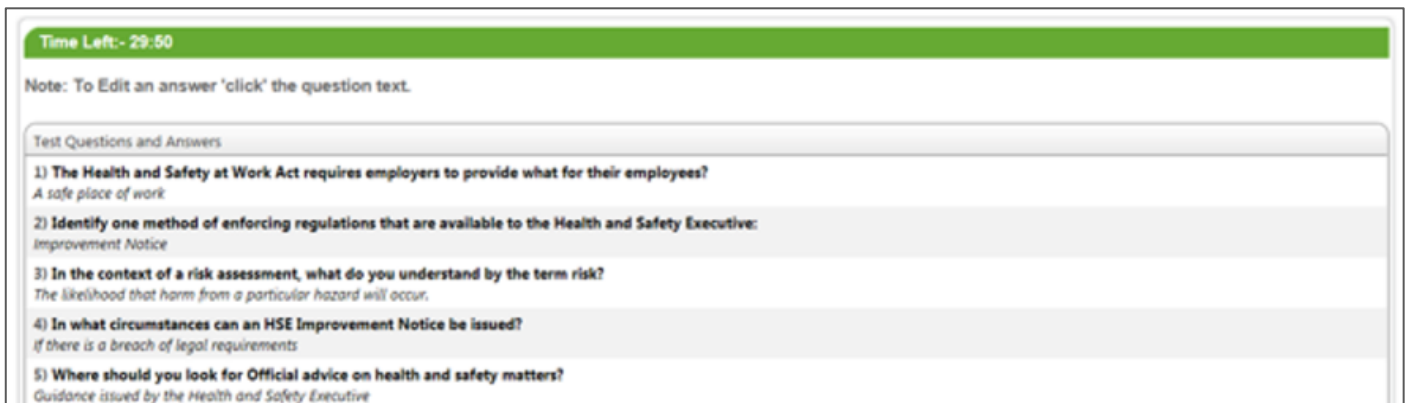
**A Prohibition Notice means**

- When you finish the work you must not start again
- Work may continue until the end of the day
- The work must stop immediately
- Work is to stop for that day only

Previous Review

Please note, this is the last question in your exam, onced answered you will be taken to a summary page where you may review / re-answer any question.

11. At this point the candidate can review all the questions answered and edit any if required by clicking the text of the question:



Time Left: - 29:50

Note: To Edit an answer 'click' the question text.

Test Questions and Answers

1) **The Health and Safety at Work Act requires employers to provide what for their employees?**  
*A safe place of work*

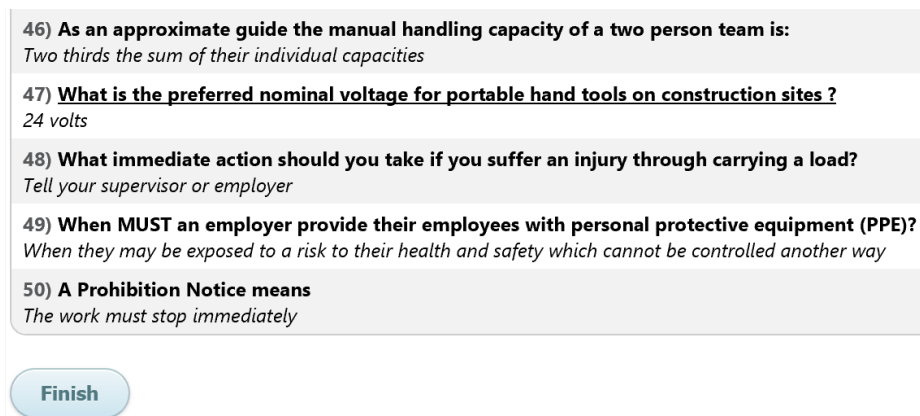
2) **Identify one method of enforcing regulations that are available to the Health and Safety Executive:**  
*Improvement Notice*

3) **In the context of a risk assessment, what do you understand by the term risk?**  
*The likelihood that harm from a particular hazard will occur.*

4) **In what circumstances can an HSE Improvement Notice be issued?**  
*If there is a breach of legal requirements*

5) **Where should you look for Official advice on health and safety matters?**  
*Guidance issued by the Health and Safety Executive*

12. When the candidate is happy (e.g. after reviewing all the questions) they can click the “Finish” button.



46) **As an approximate guide the manual handling capacity of a two person team is:**  
*Two thirds the sum of their individual capacities*

47) **What is the preferred nominal voltage for portable hand tools on construction sites ?**  
*24 volts*

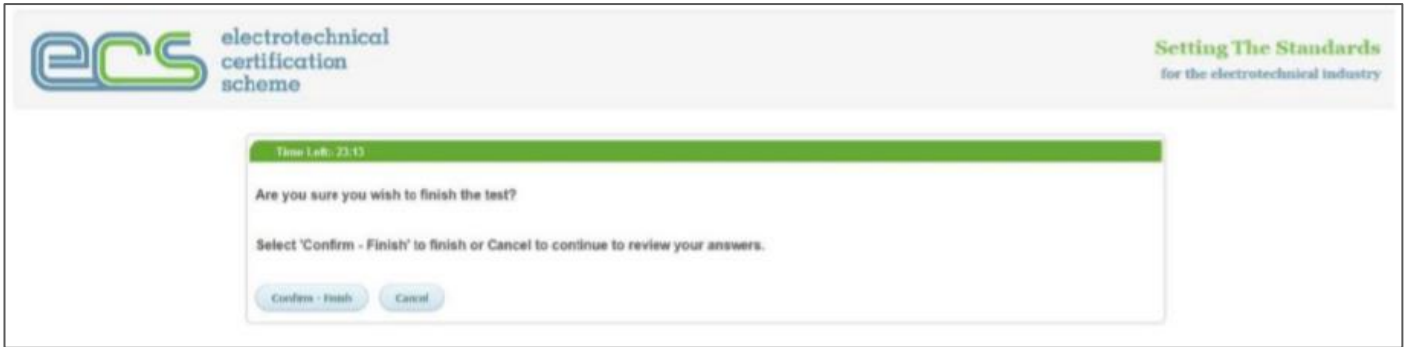
48) **What immediate action should you take if you suffer an injury through carrying a load?**  
*Tell your supervisor or employer*

49) **When MUST an employer provide their employees with personal protective equipment (PPE)?**  
*When they may be exposed to a risk to their health and safety which cannot be controlled another way*

50) **A Prohibition Notice means**  
*The work must stop immediately*

Finish

13. The pop-up – shown on the screen below - will appear to request confirmation to finish the test and to see the results:



14. The results screen shown below contains in the first line:
- a. Whether the candidate has passed or failed
  - b. The candidate's score
  - c. The email where confirmation of the results will be sent to as an attachment (the invigilators email address)

Congratulations you have passed your ECS exam (47/50), your results will be emailed to you shortly (the email will be sent to [alison@thehea.org.uk](mailto:alison@thehea.org.uk))

Once you have finished reviewing your result please close the browser to complete the assessment.

Below is a summary of your Questions - Answers.

Test Questions
<b>1) A Health &amp; Safety Executive Inspector can?</b> Visit at any time
<b>2) When an employee has been issued with eye protection, what are their duties under the Personal Protective Equipment at Work Regulations?</b> To use the protection in accordance with training and instruction

15. This page also shows all the questions indicating any incorrect answers, which enables the candidate to check the correct answer (& may identify areas that need more revision).

<b>16) In normal use, what item of PPE is NOT essential for the operator of a cartridge-operated tool , such as a nail gun ?</b> Wellington boots
<b>17) The presence of rats on site creates a risk of catching Weil's disease. What is the EASIEST PRACTICAL MEASURE that you can take to discourage the presence of rats?</b> Avoid leaving scraps of food lying about
<b>18) If your hands are very dirty, what should you use to get them clean?</b> Soap and water
<b>19) When an assessment of hazardous substances has been carried out under the COSHH Regulations, the risks and control measures should be explained to:</b> all employees on site the operatives using the substance
<b>20) In an emergency situation at work you should do what?</b> Obey the site emergency procedure
<b>21) In an on-site emergency, which of the following must a first-aider NOT do?</b> Give medicines to patients without authorisation
<b>22) If there had been a small fire, who should you report it to?</b> Your supervisor
<b>23) An emergency route(s) must be provided on construction sites to ensure:</b> Safe passage to a secure place of safety
<b>24) When can you work from a ladder ?</b>

16. To exit the test – click on the “x” at the top right.

Once you have finished reviewing your result please close the browser to complete the assessment.

17. The confirmation email may take a few minutes to come through to the email address provided. If this doesn't arrive after 24 hours please check the internet / email connection and if OK, call the HEA office for assistance (**Please ensure that you check in your SPAM folder**). The email will appear in your inbox like the below with an attachment which is the confirmation of the results.

ecsassessment@eca.co.uk

Health and Safety Assessment Result for Assessment ASLH081513158

Please find attached your Health and Safety Assessment Result



Wed 10:28

If a candidate fails an ECS test you will need to submit a new test order form to gain new test details,(the candidate must first refresh and review the question bank in preparation of a retest) , this will be charged at the normal rate.