

Title	Explain the reason for health and safety management documentation on construction sites		
Level	3	Credits	3

Purpose	<p>People credited with this unit standard are able, specific to the organisation, employer, trades person, and trade activities, to explain the reason for health and safety management documentation on construction sites.</p> <p>This unit standard is for people who wish to act as Safety Supervisors or become involved in health and safety and injury prevention over a wide range of building and construction activities and environments.</p>
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Classification	Construction > Construction Health and Safety, and Injury Prevention
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Available grade	Achieved
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Guidance Information

- 1 The development of health and safety, and injury prevention documentation and planning the implementation of the procedures are the basis of this unit standard and are directed towards the promotion, enhancement, maintenance and restoration of health and safety specific to the organisation, employer, trades person and trade activities within the building and construction environment.
- 2 *Codes of Practice* refers to any issued code of practice approved by the Minister of Labour under Section 20 of the Health and Safety in Employment Act 1992 (HSE) and any work carried out in accordance with that code.
- 3 *Standards* refer to any New Zealand or other Standards that provide technical guidance and specifications. Standards may also be specified in Regulations.
- 4 *Guidelines* refer to any information on health and safety produced by the Occupation Safety and Health Service of the Department of Labour or Accident Compensation Corporation for the provision of health, safety and injury prevention in the building and construction industry. The guidelines are referenced to Regulations, situations or hazards, and may be based on relevant sections of the Health and Safety in Employment Act 1992, Health and Safety in Employment Regulations 1995, Standards contained in former legislation, or accepted good practice and supportive information.
- 5 *Legislation* relevant to this unit standard includes, but is not limited to: Health and Safety in Employment Act 1992 (HSE) and Health and Safety in Employment

Regulations 1995, specifically, the definitions referring to Construction Work and Notifiable Work; Human Rights Act 1993; Privacy Act 1993; Local Government Act 1974; Resource Management Act 1991; Building Act 1991.

- 6 *Safety Supervisor* is defined as a person recognised as a health and safety practitioner pertaining to the building and construction industry or trades.
- 7 *Organisation* may refer to any business engaging, controlling, or employing, people in a building and construction environment.
- 8 *Site Safety Plan* is defined as a building and construction site specific document that demonstrates an organisation's means of compliance with the Health and Safety in Employment Act 1992, and includes but is not limited to the following:
- assignment of responsibilities for on site implementation;
 - hazard identification methods;
 - accident investigation and report methods;
 - site emergency procedures;
 - site communication strategy;
 - strategy for the co-ordination of on site trade activities;
 - site audit procedures.
- 9 This unit standard requires assessment in a practical work situation, on site. *On site* refers to a wide range of building and construction environments within which trade skills are required.

Outcomes and performance criteria

Outcome 1

Explain the reason for health and safety management documentation on construction sites.

Range includes but not limited to – meeting accepted industry standards, provision of safety information, development of safety procedures, accident, injury and hazard reporting system, injury prevention, maintenance of hazards register, first aid facilities and equipment, duties and responsibilities of people associated with the project, emergency preparedness planning, periodic evaluation of workplace safety programmes, recovery programmes, health education programmes, environmental monitoring.

Performance criteria

- 1.1 Roles and accountabilities and responsibilities are confirmed and explained in terms of health and safety requirements.
- Range site safety supervisors, individual, employee, employer, organisational responsibilities and accountabilities.
- 1.2 Organisation's health and safety implementation plans and procedures are confirmed and explained in terms of compliance required by the Health and Safety in Employment Act 1992 (HSE).

- 1.3 Legislation and documentation is confirmed and explained in terms of organisational requirements.
- 1.4 Functions and purpose are explained in terms of the development and implementation of health and safety procedures to prevent injury and comply with legal and organisational requirements.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	21 May 1999	31 December 2024
Revision	2	12 February 2003	31 December 2024
Review	3	25 August 2022	31 December 2024

Consent and Moderation Requirements (CMR) reference

0048

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.