

40721 Implement a health and safety inspection plan for extractive operations

Kaupae Level	5
Whiwhinga Credit	12
Whāinga Purpose	<p>The purpose of this standard is to equip individuals working in extractive operations with the knowledge and skills required to develop, implement, and manage a comprehensive health and safety inspection plan.</p> <p>This standard emphasises understanding the legislative framework, creating effective safety inspection plans, conducting thorough inspections, identifying non-compliance, and implementing corrective actions. It aims to ensure healthy and safe operational practices, compliance with health and safety regulations, and the continuous improvement of health and safety management systems within the extractive industry.</p> <p>Through this standard, individuals will be prepared to contribute to a safer and healthier working environment.</p>

Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Explain the regulation requirements for health and safety workplace inspections in extractive operations.	a. Identify inspection and shift report requirements making reference to relevant legislation, regulations, and industry standards.
	b. Explain the purpose of inspections at an extractive site, including areas of responsibility, areas to be inspected, and the frequency and timing.
	c. Review company documentation for compliance with legislative requirements and identify areas of non-compliance, proposing corrective actions as needed.
2. Develop a health and safety inspection plan.	a. Assess the physical, environmental, and operational conditions of the extractive site impacting health and safety.
	b. Develop an inspection plan to verify that all known health and safety hazards are controlled and that any potential new hazards are identified at an extractive operation.

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
3. Implement the health and safety inspection plan and manage hazards for an extractive operation.	a. Conduct inspection to assess the presence and effectiveness of controls according to the inspection plan.
	b. Identify any new or uncontrolled hazards, if present, and complete appropriate corrective actions of controls in accordance with company procedures.
	c. Complete all required documentation, to include any corrective actions taken.
4. Communicate the health and safety compliance status for an extractive operation.	a. Describe procedures for reporting non-compliance and develop a corrective action plan with an agreed reporting system.
	b. Describe the process for distributing and filing non-compliance reports and action plans.
	c. Explain the requirements of a shift report and how an inspection contributes to this.
	d. Communicate the inspection findings to the workforce, including the current state of the operations and plant, ensuring workforce compliance with health and safety requirements.

Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

Assessment specifications

Evidence collected for assessment must be collected in accordance with the Health and Safety at Work (Mining Operations and Quarrying Operations) Regulations 2016, specifically regulations 221 Shift Reports and 222 Examination of Operations.

Learners must create a formally documented inspection plan that outlines objectives, key inspection areas, and a risk assessment approach. The plan should address critical areas that may impact on individuals' health (wellbeing) and safety such as equipment safety, worker behaviour, and environmental hazards such as noise and dust. It must also include risk identification, risk assessment procedures and a clear implementation schedule.

Additionally, the inspection plan should cover the following elements:

- site activities and equipment
- hazards and associated risks
- risk controls
- frequency and timing of inspections
- need for plan adjustments
- tools for inspection, such as checklists

- inspection competency requirements
- process for taking corrective action
- reporting and communication procedures.

When assessing the learner's implementation of the inspection plan, assessors should use observation, interviews, and examination of equipment and processes to identify potential health and safety risks. The learner should be able to adapt the inspection process if needed based on emerging issues or unforeseen circumstances during the inspection.

Definitions

Inspection, also referred to as an *examination*, is a systematic and detailed evaluation of a site, process, plant, equipment and machinery to assess its condition, ensure compliance, identify potential hazards or risks, and verify that necessary controls are in place. The goal of an inspection is to ensure safety, efficiency, and adherence to regulations through careful observation, documentation, and analysis.

A shift report is a written report on the “current state of the workings, any material matters, arising from work done during the shift, that may affect the health and safety of workers at the operation; any hazards or potential hazards identified during the shift; and any controls put in place during the shift. This must be communicated by a written report to the specified person for the incoming shift, and the content of the written report must be communicated to the workers on the incoming shift”. Reference: Health and Safety at Work (Mining Operations and Quarrying Operations) Regulations 2016, reg 221 Shift Reports.

If the content of the written report is communicated orally, the relevant operator must ensure that the written report is made available to the specified person for the incoming shift during that shift.

A procedure for performing the tasks must be included in the health and safety management system for the operation.

Ngā momo whiwhinga | Grades available

Achieved

Ihirangi waitohu | Indicative content

Company documentation

- Site plans.
 - Risk assessments.
 - Principal hazard management plans (PHMP).
 - Principal control plans (PCP).
 - Health and safety management plans.
 - Standard operating procedures (SOP).
 - Trigger action response plans (TARP).
 - Equipment and instrument certifications.
 - Training records.
 - Inspection reports.
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Physical and environmental conditions

- Geological nature of the parent material.
- Climatic conditions of the location.
- Topography of the site.
- Level of operational activity.

Requirements and procedures to ensure ongoing compliance

- Audits and reviews of principal hazard management plans (PHMP).
- Principal control plans (PCP).
- Health and safety management plans.
- Risk assessments.
- Standard operating procedures (SOP).
- Worker participation processes.

Rauemi | Resources

Legislation, regulations and/or industry standards

- Health and Safety at Work (HSW) Act 2015.
- HSW (General Risk and Workplace Management) Regulations 2016.
- HSW (Worker Engagement, Participation, and Representation) Regulations 2016.
- HSW (Mining Operations and Quarrying Operations) Regulations 2016.
- HSW (Hazardous Substances) Regulations 2017.
- Hazardous Substances and New Organisms (HSNO) Act 1996.
- Safe Work Instruments (SWIs).
- Approved codes of practice, and guidelines.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this skill standard will take precedence for assessment purposes, pending review of this skill standard.

Pārongo Whakaū Kounga | Quality assurance information

Ngā rōpū whakatau-paerewa Standard Setting Body	Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Engineering and Technology > Extractive Industries > Extractive Industries Management
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga CMR	0114

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhitatanga Registration	1	29 May 2025	N/A
Kōrero whakakapinga Replacement information	This skill standard replaced unit standards 7143, 8902 and 28793.		
Rā arotake Planned review date	31 December 2030		

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council at qualifications@hangaarorau.nz if you wish to suggest changes to the content of this skill standard.