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**CONSTRUCTION HEALTH AND SAFETY,  
AND INJURY PREVENTION**  
**Develop an on site emergency response  
plan and implementation strategy on  
construction sites**

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<b>level:</b>	<b>4</b>
<b>credit:</b>	<b>4</b>
<b>planned review date:</b>	December 2003
<b>sub-field:</b>	Construction
<b>purpose:</b>	<p>People credited with this unit standard are able to: develop an on site emergency response plan; develop a strategy for the implementation of the on site emergency plan; and evaluate the development and implementation strategy process for the emergency response plan required for a building and construction site or environment.</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>
<b>entry information:</b>	Open.
<b>accreditation option:</b>	Evaluation of documentation and visit by NZQA and industry.
<b>moderation option:</b>	A centrally established national moderation system has been set up by the Building and Construction Industry Training Organisation.
<b>special notes:</b>	1 <i>An emergency</i> is a sudden unforeseen event.

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- 2 *Emergency events* may arise from natural, environmental, physical or personal unforeseen occurrences.
- 3 *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.
- 4 *Standards* refer to any New Zealand or other Standards that provide technical guidance and specifications. Standards may also be specified in Regulations.
- 5 *Guidelines* refer to any information on health and safety produced by the Occupation Safety and Health Service of the Department of Labour or the Accident Compensation Corporation for the provision of health and safety 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.
- 6 *Legislation* relevant to this unit standard includes, but is not limited to the: 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; Fire Safety and Evacuation of Buildings Regulations 1992; Civil Defence Act 1983; Human Rights Act 1993; Privacy Act 1993; Local Government Act 1974; Resource Management Act 1991; Building Act 1991.

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- 7 *Safety Supervisor* is defined as a person recognised as a health and safety practitioner pertaining to the building and construction industry and/or trades.
- 8 *Organisation* may refer to any business engaging, controlling, or employing, people in a building and construction environment.
- 9 *Site Safety Plan* is defined as a building or construction work site specific document that demonstrates an organisation's means of compliance with the Health and Safety in Employment Act and includes but 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 coordination of on site trade activities;
  - site audit procedures.
- 10 *On site* refers to a wide range of building and construction environments within which trade skills must be applied.

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**Elements and Performance Criteria**

**element 1**

Develop an on site emergency response plan.

**performance criteria**

- 1.1 The necessary current information on likely emergency conditions is accessed and discussed in relation to the task.
- Range: sources may include, but are not limited to - the Occupational Health and Safety Service of the Department of Labour, Civil Defence, Local Authorities, Police and Fire Department.
- 1.2 Resources needed to complete the development of the on site emergency response plan are identified, selected and sourced.
- 1.3 Plan identifies the likely emergency conditions to be covered and is consistent with the current emergency response information.
- Range: conditions include but are not limited to - fire, flood, storm, chemical spill, bomb threat, explosion, structure collapse, radiation leak, equipment failure, earthquake, other.
- 1.4 Planned actions to be taken are established for specific situations and conditions and determine the impacts on the organisation.
- Range: includes but is not limited to - fire, flood, storm, chemical spill, bomb threat, explosion, structure collapse, radiation leak, equipment failure, earthquake, other.
- 1.5 Plan identifies the posting of emergency procedure directions and the positioning of alarm systems.

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- 1.6 Plan outlines communication channels, assigned responsibilities for co-ordinating and controlling emergency events in accordance with the organisation and emergency requirements.

**element 2**

Develop a strategy for the implementation of the on site emergency plan.

Range: specific to the operations and circumstances of the particular organisation in the event of an emergency.

**performance criteria**

- 2.1 The on site implementation strategy for the emergency response plan is developed and incorporates critical actions and steps required to achieve implementation.
- 2.2 Implementation strategy actions are consistent with the emergency response plan and the site safety plan (refer special notes) and is documented.
- 2.3 A process for audit and review is documented and is consistent with legal obligations, and the health and safety management and organisational requirements.

**element 3**

Evaluate the development and implementation strategy process for the emergency response plan.

**performance criteria**

- 3.1 The evaluation determines whether the initial procedures were appropriate to establish an effective emergency response plan that meets the needs of the organisation.
- 3.2 The evaluation determines whether the sources of information and methods selected and used were appropriate for the development of an emergency response plan and its implementation strategy.

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- 3.3 The evaluation determines whether steps taken in the gathering of information, assessment of organisational needs, and likely emergency events were appropriate from which to develop the emergency response plan and its implementation strategy.

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**Comments on this unit standard**

Please contact the Building and Construction Industry Training Organisation [bcitocs@xtra.co.nz](mailto:bcitocs@xtra.co.nz) if you wish to suggest changes to the content of this unit standard.

**Please Note**

Providers must be accredited by the Qualifications Authority or a delegated inter-institutional body before they can register credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by the Qualifications Authority before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for providers wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

This unit standard is covered by AMAP 0048 which can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.