

Title	Participate in a workplace emergency response team		
Level	3	Credits	4

Purpose	<p>This unit standard is applicable to people who have an identified role in an established workplace emergency response team operated by a building owner/occupier or workplace employer.</p> <p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> - demonstrate knowledge of the role and functions of the workplace emergency response team; - respond to emergencies in the workplace and act to protect people from danger; and - establish and maintain communication during emergency events.
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Classification	Community and Workplace Fire and Emergency Management > Workplace Fire and Emergency Response
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Available grade	Achieved
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Guidance Information

- 1 Legislation relevant to this unit standard includes:
 Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018,
 Health and Safety at Work (Hazardous Substances) Regulations 2017,
 Health and Safety at Work Act 2015,
 Fire and Emergency New Zealand Act 2017, and
 Civil Defence Emergency Management Act 2002.

- 2 Definitions
Emergency procedures refer to the actions to be taken in the event of an emergency as stated in the Workplace Emergency Management Plan.
Emergency response teams are assembled to take on specific coordinating and controlling tasks that lessen the effect of fire and other emergencies that may occur at a particular workplace.
Identifying clothing refers to the clothing that is worn by a workplace emergency warden and may include – hat, armband, jerkin, or other distinguishing clothing. Identifying clothing forms part of workplace emergency equipment.
Workplace Emergency Management Plan refers to the document that contains emergency procedures to be conducted in the event of an emergency. The plan may be referred to as a Disaster Management Plan, Emergency Plan, or Business Continuity Plan and will include the building Evacuation Scheme or Procedure.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of the role and functions of the workplace emergency response team.

Performance criteria

1.1 The content of emergency procedures are described in accordance with the Workplace Emergency Management Plan.

Range two types of emergencies; procedures may include but are not limited to – alarm systems, evacuation plan, emergency team requirements, control of procedures, hazards, location of plan.

1.2 Team member roles and functions are described in accordance with the Workplace Emergency Management Plan.

1.3 The roles, functions and authorities of emergency service organisations attending emergencies in the candidate's own workplace are identified in accordance with the Workplace Emergency Management Plan.

Outcome 2

Respond to emergencies in the workplace and act to protect people from danger.

Performance criteria

2.1 Appropriate protective and/or identifying clothing is worn during emergencies.

2.2 Access is gained to the location of an emergency and the emergency type and size is identified in accordance with the emergency procedures.

2.3 The areas of greatest life risk are identified and action is taken to protect people from danger in these areas.

Outcome 3

Establish and maintain communication during emergency events.

Range may include but is not limited to – two-way radio equipment, telephone, pager, emergency warning systems, intercommunication systems, whistle, verbal and written messages.

Performance criteria

3.1 A communication system is established to assist in the management and handling of the emergency situation in accordance with the emergency procedures.

- 3.2 Communications are managed in accordance with the emergency procedures.
- 3.3 Communication systems are maintained to ensure that they are operational for the duration of any given emergency event.

Planned review date	31 December 2023
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	19 October 1999	31 December 2013
Revision	2	22 March 2004	31 December 2013
Review	3	24 August 2006	31 December 2013
Review	4	17 November 2011	N/A
Revision and Rollover	5	30 September 2021	N/A

Consent and Moderation Requirements (CMR) reference	0039
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact The Skills Organisation reviewcomments@skills.org.nz if you wish to suggest changes to the content of this unit standard.