

Title	Coordinate workplace emergency protection activities		
Level	4	Credits	4

Purpose	<p>This unit standard is for people in the workplace who are required to coordinate the repair and maintenance of emergency protection systems on a planned and as required basis.</p> <p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> - plan protection activities of workplace emergency protection systems; - conduct remedial inspections of workplace emergency protection systems; and - communicate workplace emergency protection system disruptions.
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Classification	Community and Workplace Fire and Emergency Management > Workplace Emergency Risk Management
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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,
Fire and Emergency New Zealand Act 2017, and
Health and Safety at Work Act 2015.

- 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.

Protection activities refer to the inspection, prevention and maintenance requirements for workplace emergency protection systems.

Workplace Emergency Management Plan refers to the workplace 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.

Workplace emergency protection systems may include but are not limited to – fixed fire protection systems; ventilation, pressurisation, and extraction systems; alarm, fire and smoke detection systems; communications, escape routes, fire compartments, security systems; first aid and fire extinguishing equipment.

Outcomes and performance criteria

Outcome 1

Plan protection activities of workplace emergency protection systems.

Performance criteria

- 1.1 The planning of protection activities is conducted to ensure full coverage of workplace emergency protection systems.
- 1.2 Recording and reporting requirements are identified and localised to sections within the workplace.
- 1.3 Reports and information are received, processed, and acted on to optimise protection activities.

Outcome 2

Conduct remedial inspections of workplace emergency protection systems.

Performance criteria

- 2.1 Those inspecting or maintaining workplace emergency protection systems are confirmed as being qualified, certified, and/or verified.
- 2.2 Specific precautions to protect the workplace during repair and maintenance are identified during inspections and implemented as required.
- 2.3 Performance reports of work conducted are requested, received, and noted according to workplace policy and practice.

Outcome 3

Communicate workplace emergency protection system disruptions.

Performance criteria

- 3.1 Workplace personnel and visitors are notified of repair and maintenance activities.
- 3.2 Monitoring agencies and emergency services are notified of possible disruption to workplace emergency protection systems.

Range prior to work being undertaken, after reinstatement.

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

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.