

Title	Apply workplace health and safety in a wood manufacturing operation		
Level	3	Credits	6

Purpose	People credited with this unit standard are able to demonstrate knowledge of: the Health and Safety at Work Act 2015 (HSWA); risk management; and hazards in a wood manufacturing operation.
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Classification	Wood Manufacturing - Generic Skills > Wood Manufacturing Foundation Skills
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Available grade	Achieved
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Guidance Information

- 1 Legislation
Health and Safety at Work Act 2015 and supporting regulations.
Health and Safety at Work (General Risk and Workplace Management) Regulations 2016.
- 2 Definitions
Accepted industry practice refers to approved codes of practice and standardised procedures accepted by the wider wood manufacturing industry as examples of best practice.
Wood manufacturing operation refers to any operation or organisation involved in the conversion of any wood materials to saleable products.
Workplace procedures refer documented policies and procedures set by the organisation carrying out the work, and to documented or other directions provided to staff, and applicable to the tasks being carried out. They may include but are not limited to – standard operating procedures, site specific procedures, site safety procedures, equipment operating procedures, quality assurance procedures, product quality specifications, references, approved codes of practice, housekeeping standards, environmental considerations, on-site briefings, supervisor’s instructions, and procedures to comply with legislative and local body requirements relevant to the wood manufacturing sector.
- 3 Assessment information
All activities and evidence must meet workplace procedures and accepted industry practice.
- 4 Recommended unit standard for entry: Unit 22977, *Demonstrate knowledge of workplace risks in a wood manufacturing operation.*

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of the Health and Safety at Work Act 2015 (HSWA).

Performance criteria

- 1.1 The main purpose of the HSWA is described.
- 1.2 The concept and duties of a person conducting a business or undertaking (PCBU) are explained.
- 1.3 The duties of workers under the HSWA are described.
- 1.4 Potential consequences for PCBUs and workers regarding non-compliance with the HSWA are described in terms of legal action and penalties.
- 1.5 The term 'reasonably practicable' is explained in relation to the HSWA.
- 1.6 The duties of PCBUs under the HSWA in relation to risk management are explained.
- 1.7 The functions and powers of workplace health and safety representatives are described.

Range evidence of three functions or powers is required.

Outcome 2

Demonstrate knowledge of risk management in a wood manufacturing operation.

Performance criteria

- 2.1 The objectives of risk management in a wood manufacturing operation are explained.

Range evidence of four objectives is required.

- 2.2 The hierarchy of risk management controls are described for a wood manufacturing operation.

Range evidence is required of four examples of controls (substitution, isolation, engineering controls, administrative controls, use of personal protective equipment).

- 2.3 Health and safety reporting requirements are explained.

Range may include but is not limited to; accidents, incidents, hazards.

2.4 Safe work practices are identified and described in a wood manufacturing operation.

Range evidence of a minimum of three safe work practices are required.

Outcome 3

Demonstrate knowledge of hazards in a wood manufacturing operation.

Performance criteria

3.1 The hazards specific to a wood manufacturing operation are explained.

Range evidence of four hazards are required.

3.2 The consequences of not following safe work practices are explained in terms of production safety and quality.

Range evidence of a minimum of one consequence are required for each of production, safety and quality.

Planned review date	31 December 2024
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	14 December 2012	31 December 2022
Review	2	28 May 2020	N/A
Review	2	31 December 2024	N/A
Revision	3	29 July 2021	N/A

Consent and Moderation Requirements (CMR) reference	0013
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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 Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.