Title	**Describe and apply a safe work management system in an energy and chemical plant**		
Level	**5**	**Credits**	**20**

Purpose	This unit standard is intended for experienced people working as boiler operators and energy and chemical process operators in an energy and chemical plant. People credited with this unit standard are able to: describe the safe work management system; and identify and develop work control documentation. They are also able to control the safe work management system, in an energy and chemical plant.

Classification	Energy and Chemical Plant > Operation of Energy and Chemical Plant

Available grade	Achieved

Guidance Information

1 Legislation relevant to this unit standard includes but is not limited to:
- Health and Safety at Work Act 2015;
- Hazardous Substances and New Organisms Act 1996;
- Resource Management Act 1991;
  and any subsequent amendments.

2 Definitions
Business assurance – an organisation's internal audit process.
Energy and chemical plant may be in – petrochemical, agri-nutrient, power generation, dairy processing, meat processing, and wood fibre manufacturing, or other plants that operate with a combination of high temperatures, pressures, steam and/or chemicals in gas, liquid or solid form.
Engineering overrides – may also be known as frigs, operational override switches, or maintenance override switches.
Organisational requirements – documented policies and procedures. These may include: equipment manufacturers' procedures; plant procedures; suppliers' instructions; site signage; codes of practice; company health and safety plans; on site briefings; and supervisor's instructions. This includes all regulatory and legislative obligations that apply to the plant.
Plant – the operational unit, equipment and/or workplace at which the person is working.

Safe work management system – may also be known as the documented work control system in some organisations. This covers the initial hazard and risk assessment carried out when planning the work, determination and creation of work control documentation (such as work permits, certifications, work method statements, job safety analysis) to ensure the ongoing safety of those working on the plant.

3 For the purposes of assessment:

- evidence for the practical components of this unit standard must be supplied from the workplace.
- evidence for all outcomes must be presented in accordance with organisational requirements.

Outcomes and performance criteria

Outcome 1

Describe the safe work management system applied in an energy and chemical plant.

Performance criteria

1.1 Describe the safe work management system used by the organisation in terms of its key features.

Range evidence of four key features is required.

1.2 Describe policies and procedures used for work control documentation and isolation.

1.3 Describe the roles and responsibilities of participants within the safe work management system.

1.4 Describe the procedures for managing engineering overrides.

Range procedures include but are not limited to – risk analysis, approvals, recording, reinstatement.

1.5 Describe the management of simultaneous operations at the plant.

Range management includes but is not limited to – communication, shared isolations.

1.6 Describe the business assurance processes for safe work management.

Outcome 2

Identify and develop work control documentation in an energy and chemical plant.

Range evidence of five different work scopes is required.

Performance criteria

2.1 Use the safe work management hazard or risk assessment tool to analyse the required documentation for the work scopes.

2.2 Develop work control documentation to meet the requirements of the safe work system and communicate to relevant personnel.

Range work control documentation includes but is not limited to – certificates, isolation instructions, safe work method statements.

2.3 Develop work control documentation and associated controls.

Outcome 3

Control the safe work management system in an energy and chemical plant.

Performance criteria

3.1 Communicate the safe work controls and requirements to relevant personnel.

Range communication includes but is not limited to – confirmation of the work scope required, handover of complete document set, confirmed responsibilities, further precautions required; evidence of five scenarios is required.

3.2 Control the safe work management system throughout the work.

Range actions may include but are not limited to – change of scope, required isolations, response to an emergency situation; evidence of two different scenarios is required.

3.3 Close off the safe work management system to ensure that the work is complete, and the plant is ready for service.

3.4 Complete and archive documentation in accordance with the safe work management system.

Replacement information	This unit standard was replaced by skill standard 40463.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 October 2014	31 December 2022
Review	2	27 February 2020	31 December 2026
Review	3	24 April 2025	31 December 2026

Consent and Moderation Requirements (CMR) reference	0079

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.