

Title	Demonstrate knowledge of workplace procedures relating to hazardous substances		
Level	3	Credits	2

Purpose	<p>This unit standard is primarily for people employed in work that does not necessarily involve the direct use or handling of hazardous substances, but who would benefit from awareness of associated adverse effects of hazardous substances present on site.</p> <p>It may also be useful for first time users or handlers of hazardous substances prior to specific training in safe management and handling, and for contractors and frequent visitors.</p> <p>People credited with this unit standard are able to demonstrate knowledge of:</p> <ul style="list-style-type: none"> – hazardous substances in a workplace and their potential adverse effects; and – a workplace’s procedures to prevent adverse effects of hazardous substances.
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Classification	Occupational Health and Safety > Hazardous Substances and Materials
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Available grade	Achieved
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Guidance Information

- 1 Applicable legislation includes:
 Hazardous Substances and New Organisms Act 1996;
 Hazardous Substances (Classification) Notice 2017;
 Hazardous Substances (Disposal) Notice 2017;
 Hazardous Substances (Hazardous Property Controls) Notice 2017;
 Health and Safety at Work Act 2015;
 Health and Safety at Work (General Risk and Workplace Management) Regulations 2016;
 Health and Safety at Work (Hazardous Substances) Regulations 2017;
 and any subsequent amendments and replacements.

- 2 It is preferred that assessment be in relation to an actual workplace where hazardous substances are present and in relation to the candidate’s role in or at that workplace. Where these conditions cannot be achieved, evidence may be from realistic scenarios or simulation.

- 3 Definitions
Hazardous substance – is as defined in the Hazardous Substances and New Organisms Act 1996.
SDS – safety data sheet or sheets and may include a condensed version, such as a product safety card.
- 4 Recommended references
WorkSafe Quick Guide – Safety data sheets in the workplace
Your Practical Guide – Working Safely with Hazardous Substances, Wellington: WorkSafe New Zealand (2017), known as (part of) The Hazardous Substances Toolbox. <https://www.hazardoussubstances.govt.nz/guide>.
- 5 Recommended skills and knowledge: Unit 497, *Demonstrate knowledge of workplace health and safety requirements*.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of hazardous substances in a workplace and their potential adverse effects.

Range people, environment.

Performance criteria

- 1.1 Identify hazardous substances in a workplace that could cause adverse effects.
- 1.2 Describe the potential adverse effects using information in SDS and on labels or signage.

Outcome 2

Demonstrate knowledge of a workplace's procedures to prevent adverse effects of hazardous substances.

Performance criteria

- 2.1 Identify and describe three workplace controls for hazardous substances used in a workplace.
- 2.2 Identify a workplace's emergency procedures and describe the response information for a hazardous substance related emergency.
- 2.3 Describe the workplace procedure for dealing with situations where a substance or container is unmarked or unlabelled.
- 2.4 Identify appropriate workplace personnel responsible for decision-making on actions for dealing with a hazardous substance risk.

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	26 July 2018	N/A

Consent and Moderation Requirements (CMR) reference	0121
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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.