

Title	Facilitate hazard management in an occupational health and safety practice		
Level	6	Credits	30

Purpose	People credited with this unit standard are able to undertake an investigation to identify hazards; prioritise hazards; employ a range of controls; and monitor the hazard management system.
----------------	---

Classification	Occupational Health and Safety > Occupational Health and Safety Practice
-----------------------	--

Available grade	Achieved
------------------------	----------

Guidance Information

- 1 The candidate is required to have responsibility for implementing the hierarchy of controls outlined in the Health and Safety at Work 2015 (HSWA) – elimination of significant hazards, isolation of significant hazards when elimination is not practicable, and minimisation of significant hazards where elimination and isolation are not practicable.
- 2 **Definition**
Hazards refer to those occurrences, processes, substances, or situations that are an actual or potential cause or source of harm associated with, but not limited to – process, activities, environment, equipment, work organisation, facilities, materials.
- 3 This unit standard is to be undertaken in a context that acknowledges cultural differences in the acceptance of health and safety practices, and where culturally sensitive techniques are used to communicate and implement workplace health and safety measures appropriate to all employees.

Outcomes and performance criteria

Outcome 1

Undertake an investigation to identify hazards.

Performance criteria

- 1.1 The decision on identification of hazards either by work area, work assessment, process, or occupation determines the methods used in assessment.

Range area analysis may include but is not limited to – identifying causes of harm; energy sources; machinery used; chemicals used or stored; existing physical conditions such as noise, heat, height; work assessment may include but is not limited to – assessment of each task to identify individual hazards present, as documented by employees; process assessment may include but is not limited to – producing a flow chart which identifies raw material used; finished articles, by-products, and waste produced; air contaminants; physical, and ergonomic hazards; specific occupations may be better analysed by looking at the occupation rather than work assessment alone; hazards associated with various occupations are listed; methods of assessment include but are not limited to – interviews with management and staff, and inspection of workplace and work processes; hazards assessment may include but is not limited to – assessment of floor surfaces; pedestrian passageways; platforms and scaffolding; ladders; stairs; exits and egress; roadways; ventilation and extraction systems; lighting; noise exposure; ergonomic factors; stacking and storage; chemicals and fuels; waste disposal; equipment, tools, and guarding; pressurised pneumatic and hydraulic systems; electrical systems; controls.

- 1.2 The development of an accident and incident recording system and the organisation of data entry maintain an up-to-date database of event history.
- 1.3 Hazard assessment determines exposure of employees to hazards arising in or near the workplace from sub-standard practices and conditions.

Outcome 2

Prioritise hazards.

Performance criteria

- 2.1 Systems and procedures for assessing the significance of hazards are determined to meet the requirements of the HSWA.

Range includes but is not limited to – hazard assessment, mathematical modelling, probability frequencies.

Outcome 3

Employ a range of controls.

Performance criteria

- 3.1 Requirements under the hierarchy of controls prescribed in the HSWA, to take all practicable steps to control hazards, are met.
- Range elimination is the first option, then isolation; then minimisation includes but is not limited to – the nature and severity of the harm that may be suffered if the result is not achieved, the current state of knowledge about the likelihood that harm of that nature and severity will be suffered if the result is not achieved, the current state of knowledge about harm of that nature, the current state of knowledge about the means available to achieve the result, the likely efficacy of each of those means, the availability and cost of each of those means.
- 3.2 Workplace health and safety control systems are developed, and implementation is organised, according to prioritised hazard assessment.
- Range includes but is not limited to – development of administrative controls, emergency preparedness, employee rehabilitation, human controls, personal protective equipment (PPE), medical surveillance, education and training.
- 3.3 A control plan for significant hazards identified is developed and implemented to comply with the HSWA.
- Range elimination of hazards;
if elimination is not possible, the second option is isolation, which involves putting a barrier between the operator and the source of the hazard; barriers may include but are not limited to – physical, timeframes, or insulation;
if isolation is not possible, minimisation of the effect of the hazard may include but is not limited to – training about the nature of the hazard and how to reduce the effect of hazard, provision of protective equipment, and monitoring exposure to the hazard.

Outcome 4

Monitor the hazard management system.

Performance criteria

- 4.1 The extent of monitoring needed is determined from assessment of the significance of workplace hazards.
- 4.2 A management system review to determine allocation of responsibility for monitoring and reviewing hazards is planned and developed in consultation with management, and arrangements are made for its implementation.

4.3 If required, monitoring of employees' health and safety by an appropriate health professional is arranged.

Range the requirement for monitoring may include but is not limited to – regulatory specification;
monitoring may include but is not limited to – certain chemical exposures, types of radiation, noise.

4.4 Fulfilment of requirements under the HSWA, in relation to employees' rights to information and privacy, ensures that monitoring of employees' health and safety in relation to exposure to a hazard is undertaken after all practicable steps are taken to obtain employees' informed consent.

4.5 Responsibility is taken for ensuring that results of monitoring of any employee or that person's workplace, carried out in compliance with the HSWA, are given to the employee either as an individual or as part of a work group.

4.6 Responsibility is taken for ensuring that results of general workplace monitoring, given to employees requesting such information, do not identify any other individual employee.

Planned review date	31 December 2022
----------------------------	------------------

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	23 October 1998	N/A
Revision	2	9 August 1999	N/A
Revision	3	14 March 2002	N/A
Revision	4	16 May 2005	N/A
Review	5	25 May 2007	N/A
Rollover and Revision	6	22 May 2014	N/A
Rollover and Revision	7	22 August 2019	N/A
Rollover and Revision	8	25 March 2021	N/A

Consent and Moderation Requirements (CMR) reference	0121
--	------

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 if you wish to suggest changes to the content of this unit standard.