

Title	Develop an occupational safety and health proposal for an ergonomics project		
Level	5	Credits	4

Purpose	People credited with this unit standard are able to identify the client's needs; define the project's aims and strategy; and validate and document the proposal.
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Classification	Occupational Health and Safety > Occupational Health and Safety Practice
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Available grade	Achieved
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Guidance Information

- 1 It is recommended that people seeking credit for this unit standard have a tertiary qualification in a discipline related to ergonomics, such as, but not limited to: biological science, engineering, architecture, industrial design, or psychology.
- 2 Ergonomic diagnosis of workplaces is a systematic approach to creating healthy and safe working conditions through investigating the interrelationship among – biological systems, including physical capabilities and limitations; human psychology, including behaviour, perception, learning, and memory; the physical environment, including physics, engineering, and design technology; social organisation and group dynamics, including motivation, communication, and group functioning. The results of such a diagnosis are applied to actual working conditions.
- 3 This unit standard should be read in association with the Health and Safety at Work Act 2015 (HSWA); other legislation, regulations, and Codes of Practice relevant to the particular workplace.

Outcomes and performance criteria

Outcome 1

Identify the client's needs.

Performance criteria

- 1.1 The identification of client's needs and constraints takes account of the interrelationships among components of the work systems.

Range identification is provided through communication which includes but is not limited to – the client, the workforce, WorkSafe New Zealand, industrial unions, Accident Compensation Corporation;

constraints may include but are not limited to – workplace culture, affordability, legislative requirements, human and material resources.

- 1.2 Comparison of the client's expressed needs with data relevant to the project and accessed from databases, publications, and colleagues facilitates an analysis that can be presented to the client.
- 1.3 The client's agreement, based on acceptance of comparative analysis, is gained.
- 1.4 Agreement is documented to the proposal.

Outcome 2

Define the project's aims and strategy.

Performance criteria

- 2.1 Consultation with the client determines the resources available for carrying out the project.
- 2.2 The project's aims are sufficiently realistic and unambiguous to ensure that the project can be achieved.
- 2.3 Internal consistency among the aims, the strategy, and the identified needs is demonstrated using current and accepted ergonomic methods.

Outcome 3

Validate and document the proposal.

Performance criteria

- 3.1 The validation demonstrates compliance with professional and ethical standards.
- 3.2 Documentation of the proposal and method of delivery are reported to the client.

Range documentation includes but is not limited to – a statement of identified needs; aims of intervention; strategy for intervention; timeline for, and costs of project.
- 3.3 Validation is documented in a form which ensures that the proposal is understandable and acceptable to the client.
- 3.4 Problems with the proposal are resolved to the client's satisfaction, while maintaining professional and ethical standards.

Planned review date	31 December 2022
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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
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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.nz if you wish to suggest changes to the content of this unit standard.