

## Describe hazard identification and control, and apply risk assessment procedures under supervision in the workplace

**Level** 2

**Credits** 2

**Purpose** This unit standard is aimed at people who require basic knowledge in hazard identification and will be applying risk assessment procedures under supervision.

People credited with this unit standard are able to: outline hazards that have potential to harm workers and organisations; outline legal requirements for hazard control; describe hazard control methods; and identify hazards and apply risk assessment procedures under supervision in a specific workplace.

**Subfield** Occupational Health and Safety

**Domain** Occupational Health and Safety Practice

**Status** Registered

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**Entry information** Open.

**Accreditation** Evaluation of documentation by NZQA.

**Standard setting body (SSB)** New Zealand Industry Training Organisation

**Accreditation and Moderation Action Plan (AMAP) reference** 0171

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

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### Special notes

- 1 *Organisational requirements* refer to instructions to staff on policy and procedures which are documented in memo or manual format and are available in the workplace. These requirements include but are not limited to – site specific requirements, company quality management requirements, legislative requirements.

- 2 **Legislation**  
Legislation applicable to this unit standard includes but is not limited to – Health and Safety in Employment (HSE) Act 1992, Smoke-Free Environments Act 1990, Resource Management Act 1991, Machinery Act 1950, Hazardous Substances and New Organisms Act 1996, Building Act 2004, Health and Safety in Employment Regulations 1995, Electricity Regulations 1997, Health and Safety in Employment (Asbestos) Regulations 1998, Factories and Commercial Premises (First Aid) Regulations 1985, and subsequent amendments.
- 3 The relevant Australia/New Zealand standard for this unit standard is AS/NZS 4360:2004 *Risk Management*.
- 4 This unit standard is intended for use by persons who need a basic knowledge of the law related to hazards in the workplace, hazard management, and routine risk assessment methods. It is assumed that the candidate will operate in a controlled work environment with established systems for hazard management and that there will be routine and relatively simple methods for identification and risk management in use. Candidates will be operating under supervision. Candidates who require a higher level competency should complete unit standard 17602, *Apply hazard identification and risk assessment procedures in the workplace*.

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## Elements and performance criteria

### Element 1

Outline hazards that have potential to harm workers and organisations.

#### Performance criteria

- 1.1 Potential causes of harm to people are outlined in terms of physical and mental effects.  

Range	effects include but are not limited to – injury, health effects, quality of life; causes include but are not limited to – machinery; handling; processes; hazardous substances; slips, trips, and falls; workplace conditions.
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- 1.2 Potential causes of harm to organisations are described in terms of commercial and legal factors.  

Range	causes include but are not limited to – physical damage, loss of resources, legal actions.
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### Element 2

Outline legal requirements for hazard control.

#### Performance criteria

- 2.1 The requirements of the HSE Act are outlined in terms of the objectives and compliance duties related to hazard control.

- 2.2 The requirements of the HSE Act are outlined in terms of the responsibilities of employers and employees in relation to avoiding serious harm.

### **Element 3**

Describe hazard control methods.

#### **Performance criteria**

- 3.1 Hazard control methods are described in physical, environmental, and business viability terms.

Range methods include but are not limited to – elimination, isolation, minimisation, containment, disposal, training, supervision.

- 3.2 Methods for monitoring the effectiveness of hazard control are described in accordance with organisational requirements.

Range methods include but are not limited to – audit, incidents register.

### **Element 4**

Identify hazards and apply risk assessment procedures in a specific workplace.

#### **Performance criteria**

- 4.1 Hazards are identified in accordance with organisational requirements.

Range hazard identification procedures may include but are not limited to – task analysis, behaviour analysis, environment analysis, 'what if' analysis, warning signage, hazard registers; evidence is required for a minimum of three procedures.

- 4.2 Risk assessment procedures are applied in accordance with organisational requirements.

Range procedures include but are not limited to – frequency, impact, level of risk.

- 4.3 Documentation associated with hazard identification and risk assessment is completed in accordance with organisational requirements.

Range documentation may include but is not limited to – site access, induction records, checklists, work permits.

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#### **Please note**

Providers must be accredited by the Qualifications Authority, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by the Qualifications Authority before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

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### **Comments on this unit standard**

Please contact the New Zealand Industry Training Organisation [mail@nzito.co.nz](mailto:mail@nzito.co.nz) if you wish to suggest changes to the content of this unit standard.