

Title	Apply hazard identification and risk assessment procedures in the workplace		
Level	3	Credits	4

Purpose	People credited with this unit standard are able to: describe hazards that may harm workers, the work environment, and organisations; explain health and safety requirements for hazard control; describe hazard control methods; and identify hazards and apply risk assessment procedures.
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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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Explanatory notes

- 1 **Definitions**
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 may include but are not limited to – site specific requirements, company quality management requirements, approved codes of practice and guidelines, and legislative requirements.
Hazard refers to the meaning used in section 2 of the Health and Safety in Employment Act 1992 (HSE Act).
Harm refers to the meaning used in section 2 of the HSE Act.

- 2 *Legislative requirements* include but are not limited to – Health and Safety in Employment Act 1992 and Health and Safety in Employment Regulations 1995; Smoke-free Environments Act 1990; Resource Management Act 1991; Hazardous Substances and New Organisms Act 1996; Building Act 2004; Electricity (Safety) Regulations 2010; Health and Safety in Employment (Asbestos) Regulations 1998; AS/NZ 4360:2004 *Risk management*, and AS/NZ 3931:1998 *Risk analysis of technological systems – Application guide*.

Outcomes and evidence requirements

Outcome 1

Describe hazards that may harm workers, the work environment, and organisations.

Evidence requirements

- 1.1 Sources of harm to people are described in terms of physical and mental effects.

Range effects include but are not limited to – injury, acute and chronic health effects, quality of life;
sources include but are not limited to – machinery, handling, processes, workplace conditions.

1.2 Sources of harm to, and impact on the environment are described.

Range sources include but are not limited to – physical damage, pollution (air, land, water, noise), overuse of resources.

1.3 Sources of harm to organisations are described.

Range sources include but are not limited to – asset loss, lost production, loss of resources, non-compliance with legal responsibilities, market share, insurance.

Outcome 2

Explain health and safety requirements for hazard control.

Evidence requirements

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

2.2 The onus of ‘all practicable steps’ is discussed in terms of the HSE Act.

Outcome 3

Describe hazard control methods.

Evidence requirements

3.1 Hazard control methods are described.

Range methods include but are not limited to – elimination, isolation, minimisation.

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 – inspection, passport to work, incidents, reports, ongoing review of safety and health performance.

Outcome 4

Identify hazards and apply risk assessment procedures.

Evidence requirements

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, fault tree analysis, accident and incident investigations, documentation and reporting.
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 – an assessment of probability, level of risk, consequences; judgement against evidence of systematic application of experience.

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

Range documentation includes but is not limited to – hazard identification forms, risk assessment reports.

Planned review date	31 December 2015
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	25 November 2000	N/A
Review	2	26 November 2002	N/A
Review	3	25 May 2007	N/A
Rollover and Revision	4	22 May 2014	N/A

Consent and Moderation Requirements (CMR) reference	0003
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards, or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR 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.

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.