

	Unit ID: 862
Domain	OCCUPATIONAL HEALTH AND SAFETY
Title:	Develop and implement health and safety review systems
Level: 5	Credits: 8

Purpose

This unit standard specifies the competencies required to develop and implement health and safety review systems. It includes making sure that each part of the health and safety management system is working as intended; and making sure that the health and safety management system as a whole is working as intended.

Special Notes

1. Entry information:

Prerequisite:

 - *None*
2. This unit standard is to be delivered and assessed in the context of Occupational Health and Safety operations and should be assessed in conjunction with other relevant technical unit standards selected from this domain.
3. To demonstrate competence, at a minimum, integrated authentic and fit-to-purpose assessment must be carried out as a series of structured and documented, evidence gathering processes throughout the learning period. The learner's performance must be assessed through the use of a range of methods and culminates in a final summative assessment. Method of assessment may include but are not limited to – written or oral tests, simulation, reflections on self- peer group- and co-assessment, written reports, and work plans.
4. Assessment evidence may be collected from a real workplace or an appropriate simulated realistic environment in which Occupational Health and Safety operations are carried out.
5. Glossary of terms
 - '*Health*' refers to a state of complete physical, mental and social wellbeing, not merely the absence of disease or infirmity.
 - '*Safety*' refers to an ongoing process where by all risks are assessed and appropriate action is taken to bring those risks to an acceptable level.
 - '*Specifications*' refers to and includes any, or all of the following: manufacturer's specifications and recommendations, legislation and statutory requirements, and organisation's policies, procedures and guidelines.

6. All inspection, operation and maintenance procedures associated with the use of tools and equipment shall comply with statutory requirements and manufacturers' and/or company's guidelines and instructions.
7. Regulations and legislation relevant to this unit standard include the following:
 - The Constitution of the Republic of Namibia
 - Labour Act 2007 (Act no. 11, 2007)
 - Government Notice No. 156 Labour Act, 1992: "Regulations Relating to the Health and Safety of Employees at Work"
 - Presidential Proclamation No. 10 Labour Act, 1992 Part XI, Section 101 of the Labour Act 1992)
 - HIV Code on Employmentand all subsequent amendments.

Quality Assurance Requirements

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority on www.nta.com.na.

Elements and Performance Criteria

Element 1: Ensure that each part of the health and safety management system is working as intended

Performance Criteria

- 1.1 Relevant parts of the health and safety management system are identified.
- 1.2 The factors and features that are essential for the effective working of each part of the health and safety management system are defined.
- 1.3 The review frequency of each part of the health and safety management system is defined.
- 1.4 Directors; senior, line, functional and technical managers of any changes that are required to improve the efficient and cost-effective working of each part of the health and safety management system are advised.
- 1.5 Assistance in implementation of any necessary changes to each part of the health and safety management system is provided.
- 1.6 Appropriate records of the review of each part of the health and safety management system are kept.

Element 2: Ensure that the health and safety management system as a whole is working as intended

Performance Criteria

- 2.1 All components of the health and safety management system are identified.
 - 2.2 Factors and features that are essential for the effective working of the health and safety management system are defined.
 - 2.3 The review frequency of the health and safety management system is defined.
 - 2.4 The efficiency and cost-effectiveness of the health and safety management system is assessed.
 - 2.5 Directors; senior, line, functional and technical managers of any changes that are required to improve the efficient and cost-effective working of the health and safety management system are advised.
 - 2.6 Assistance in the implementation of any necessary changes to the health and safety management system is provided.
- 2.1 Records of the review of the health and safety management system are kept in line with company's guidelines.

Registration Data

Subfield:	Preventive Health
Date first registered:	
Date this version registered:	
Anticipated review:	
Body responsible for review:	Namibia Training Authority