

	Unit ID: 852
Domain Title:	OCCUPATIONAL HEALTH AND SAFETY Develop and maintain individual and organisational competence in health and safety matters
Level: 4	Credits: 8

Purpose

This unit standard specifies the competencies required develop and maintain individual and organisational competence in health and safety matters. It includes conducting health and safety competence needs analysis; and identifying and meeting health and safety training needs.

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 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: Conduct health and safety competence needs analysis

Performance Criteria

- 1.1 Functions, activities, tasks and job roles of an organisation are analysed according to company's specifications.
- 1.2 Health and safety competence needs of the functions, activities, tasks and job roles of an organisation are identified.
- 1.3 Job safety analyses in an organisation are carried out according to company's specifications.

Element 2: Identify and meet health and safety training needs

Performance Criteria

- 2.1 Health and safety competencies in an organisation in terms of skills, knowledge, and attitudes are described according to company's specifications.

- 2.2 Training courses to meet health and safety competence needs of a given group within an organisation and within agreed constraints are identified.
- 2.3 Training delivery to meet the health and safety needs of individuals and groups in an organisation are selected.
- 2.4 The effectiveness of training courses to make sure that the identified needs have been met is monitored.

Registration Data

Subfield:	Preventive Health
Date first registered:	10 April 2012
Date this version registered:	10 April 2012
Anticipated review:	2015
Body responsible for review:	Namibia Training Authority