

## Applying for the HASANZ Register

The information below is designed to assist you to fill in your HASANZ register application. For additional guidance click [here](#) or visit the HASANZ Register [website](#). To list on the HASANZ register you must be accredited at GradNZISM level or higher. For more information on NZISM's Accreditation Pathway, click [here](#)

You should supply the following information:

1. Association membership number:
  - Supply your NZISM number
2. Evidence of all qualifications noted under the qualification section – if you are unable to provide the information requested you will be asked to remove the qualification
  - Your certificate (preferred) or
  - Your official signed transcripts noting the qualification has been achieved
3. Evidence of all memberships noted under the Professional Memberships section
  - Upload copies of either.
    - Your current membership certificate or card showing the organisation name, member name and membership number and expiry date or
    - Your current annual practicing certificate
4. Occupation/Profession Section:
  - If you are GradNZISM choose Practitioner
  - if you are CertNZISM or higher choose Professional
5. Insurance coverage:
  - Consultants Only: Upload a copy of certificate of currency from your insurer showing current cover for professional indemnity insurance and public liability insurance. NOTE: While statutory liability insurance is not a requirement, NZISM recommends that this insurance is held by consultants/self-employed persons
  - In-house Health and Safety Advisers: It is expected you are covered by your employers' insurance and you need to select 'Employee Scheme' to confirm this – please check with your employer if you are in doubt about being covered before applying
6. Short and Long Profiles:
  - You need to complete information about yourself (not your company) in your short (up to 255 characters) and long profiles. This information should reflect the competencies that you are assessed for and you may need to review your profiles once your application process has been completed
  - Businesses searching for consultants can click on your short profile and view the long profile to check out your full credentials and to compare skills and capabilities of individuals on their shortlist
7. Evidence for services selected:
  - You must upload all the evidence as required by the NZISM Competency Criteria (available on our HASANZ page) except for those services outlined in the table on page 2 of this document
  - If you are unable supply the information requested in the Competency Criteria then you will be asked to de-select the competency for your application to progress – you can apply again in the future to have these added at no charge
  - By only selecting the services in the table on page 2, as long as you complete all other sections of the application correctly, your application will progress quickly
  - If you select services that need to be assessed by other organisations this will extend the application process. If you wish your application to progress more quickly, you may choose to not select these initially but can apply to have them added at a later date at no extra charge

Services you do not need to provide any evidence for are listed below.

Note: For all other competencies selected please supply the evidence required as per the NZISM Competency Criteria available [here](#)

Contractor Safety Management	General services
Compliance with Legislation	General services
Hazard or Risk Assessment	General services
Health and Safety Advice	General services
Health and Safety Management Systems	General services
Health and Safety Assessment	General services
Health and Safety Assurance	General services
Health and Safety Benchmarking	General services
Health and Safety Policies	General services
Health and Safety System Performance	General services
Monitoring and Reporting	General services
Risk Management Systems	General services
Worker engagement, participation, and representation	General services
Workplace Assessments - General	General services
Injury/Discomfort Prevention	Specialist services
Manual Handling	General services
Slips, Trips & Falls	General services
Remote/Isolated Work	Specific H&S Subject Experience
Mental overload/underload	Specific H&S Subject Experience
Mobile Plant or Machinery	Specific H&S Subject Experience
Repetitive Tasks	Specific H&S Subject Experience
Sedentary Work	Specific H&S Subject Experience