

GENERAL SERVICES COMPETENCY LIST FOR THE HASANZ REGISTER

GENERAL SERVICES	Definition	General or Specialist (general competency met via NZISM graduate grading)	Meet competency Standard via Qualifications	Competency Examples	Advice required from other assoc	Verification Evidence (Training, Verified work time, Referee)
Accident or Incident Investigations	The process of systematically gathering and analysing information about an accident or incident. This is done for the purposes of identifying root causes and/or making recommendations to prevent those types of accidents or incidents from happening again.	General	No	Specialist Accident Investigation training. Example of a completed Accident Investigation Report		
Expert Witness	Providing a skilled commentary on factual matters to allow decision-makers to better assess the probability that one or other of the various available inferences or conclusions is correct.	Specialist	No	Evidence of experience provided		Evidence of experience provided
Contractor Safety Management	The managing of outsourced work performed for an individual company. Contractor management implements a system that pre-qualifies, manages and monitors contractors' health and safety information, insurance information, training programs and specific documents that pertain to the contractor and the owner client. This is done through a process of consultation, co-ordination and co-operation between the parties.	General	Yes	Appropriate level of education contained in quals		
Compliance with Legislation	Working with organisations to ensure that they are aware of and take steps to comply with relevant health and safety laws and regulations.	General	Yes	Appropriate level of education contained in quals		
Hazard or Risk Assessment	Hazard identification, risk assessment and management: A systematic process to identify hazards and assess/quantify the likelihood, consequence/severity of harm and put in place appropriate controls	General	Yes	Appropriate level of education contained in quals		
Health and Safety Advice	An opinion or recommendation about managing a business' health and/or safety risks.	General	Yes	Appropriate level of education contained in quals		
Health & Safety Assessment	A health and safety assessment evaluates risk generated in the workplace or in the work process with objectives to remove, reduce and replace the source of risk with safer equipment or processes, or to lessen the risk to the health and safety of the workers This may include assessment at an organisational, business unit or site specific level.	General	Yes	Appropriate level of education contained in quals		
Health and Safety Assurance	Evaluating health and safety management system effectiveness to provide confidence to management on whether the system is fit-for-purpose.	General	No	Appropriate level of education contained in quals *Examples of External H&S System Review		
Health & Safety Audit	A systematic examination against defined criteria to determine whether activities and related results conform to planned arrangements, whether these arrangements are implemented effectively and are suitable to achieve the organisation's policy and objectives.	Specialist	No	Appropriate level of education contained in quals *Examples of H&S Audit		Appropriate level of education contained in quals *Examples of H&S Audit Formal auditor qualification
Health and Safety Benchmarking	Assessing an organisation or work group's health and safety performance against other similar work groups, organisations or industries.	General	Yes	Appropriate level of education contained in quals		
Health and Safety for Diversity	Developing information, designing work processes and systems for a diverse workforce (ethnicity, culture, language, disability, age, literacy, gender).	General	No	Specialist equality/diversity training.		
Health and Safety Governance	Ensuring appropriate systems and processes are in place to support health and safety and, critically, that there is proper resourcing and verification of health and safety at the board table.	Specialist	No	* Specialist governance training. * Examples of facilitation of Governance H&S workshops * Examples of H&S Governance Reviews (best practice) * Examples of H&S Governance framework and guidance material development.		
Health and Safety Leadership	Facilitating the development of commitment, attributes and leadership behaviours of people in businesses in order to develop a positive health and safety culture.	General	No	* Specialist leadership training. * Examples of development and facilitation of Safety Leadership training programmes		
Health and Safety Management Systems	Facilitating the development of a health and safety management system which includes organisational structure, planning activities, responsibilities, policy, procedures, processes and resources, for developing, implementing, reviewing and maintaining positive workplace health and safety practices	General	No	Appropriate level of education contained in quals * Examples of development of SMS (e.g AS/NZS 4801, OHSAS 18001)		
Health and Safety Policies	Guide management in the development of a statement of intent which details their commitment to achieving the company's health and safety objectives.	General	Yes	Appropriate level of education contained in quals		
Health and Safety System Performance	Measuring the effectiveness of the workplace health and safety management system.	General	Yes	Appropriate level of education contained in quals		

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Monitoring and Reporting	Collecting data and/or analysing and interpreting actual health and safety performance compared with specific objectives, targets or standards.	General	Yes	Appropriate level of education contained in quals		
Mentoring	Providing a learning partnership between an experienced professional person (mentor) and a less experienced person (mentee) for the purpose of sharing knowledge and information.	Specialist	No	Specialist mentoring training. Evidence of mentoring		
Risk Management Systems	Providing advice about systems that enable the setting of priorities based on risk assessment, establishing efficient and consistent risk reduction policies, evaluating the range of risk reduction alternatives, identifying cost-effective risk reduction measures, and identifying risk mitigation and contingency measures.	General	Yes	Appropriate level of education contained in quals		
Training / Education	Providing education, training or facilitation in health and safety-related topics.	Specialist	No	Evidence of health and safety training programme development and facilitation		Evidence of health and safety training programme development and facilitation such as NZQA 0378.
Wellness	Designing and implementing programmes which educate and promote positive choices towards a healthy and fulfilling life.	Specialist	No	Advice required from other HASANZ Assoc as to appropriate competency standard	NZOHNA	
Worker engagement, participation and representation	Working with organisations to help them involve their workers in workplace health and safety.	General	No	Appropriate level of education contained in quals * Examples of Worker participation system development		
Individual computer workstation set-up and advice	Assessing and providing education/guidance on workstation equipment and its adjustment, and on work methods including break practices and exercise to maintain health, comfort and performance at work.	General	No	Advice required from other HASANZ Assoc as to appropriate competency standard	NZOHNA / NZOT / HFESNZ	