



How safe are we?™

What would it say about your company if every employee had a National Certificate in Health and Safety?

How can a business be sure it has truly fulfilled its health and safety obligations as an employer?

PaMPITO's *How safe are we?*⁴ programme uses nationally recognised qualifications as benchmarks for assessing employees' skills and competencies in health and safety. The programme identifies what employees already know and do in relation to these benchmarks and where they might need more training. By identifying the skills you have you can assess *How Safe You Are* and what further action might be required.

The Qualifications

There are three National Certificates that can be used as benchmarks:

QUALIFICATION:	DESIGNED FOR:
National Certificate in Occupational Health and Safety (Workplace Safety) level 1	All employees, no matter what their role is
The National Certificate in Occupational Health and Safety (Workplace Safety) level 3	Employees in supervisory roles, Health & Safety reps or people with additional responsibilities for health and safety
The National Certificate in Occupational Health and Safety (Coordination) level 4	Employees in a leadership role who have overall responsibility for co-ordinating and managing health and safety initiatives

Benefits

- It provides a structure to your company's health and safety practices. Using nationally recognised standards, the programme gives you a strong framework upon which you can base your health and safety system.
- It's like putting your health and safety processes through a Warrant of Fitness test. Do your practices match up? Is your company as safe as it should be? Going through the programme tells you how effective your health and safety system is.
- Recognises your employees for the skills they already have and pin-points areas for further development.
- Reinforces the skills your employees already have and shows your staff your company is serious about health and safety.



How it works

STEP 1 FEASIBILITY

We'll take a snapshot of what you do for health and safety as a company. This will involve reviewing some of your documents and having a site tour. We'll provide you with a short report of our findings.

STEP 2 DECIDE WHO AND WHAT

To get going, we need to agree the skill standards you'll use as benchmarks. We then need a list of the employees whose skills you'd like to recognise. We'll check out their records of learning with NZQA, to identify what is already in place, and agree who will do what. We'll then produce all the necessary checklists to start gathering evidence.

STEP 3 COLLECTION OF COMPANY-WIDE EVIDENCE

If you already have strong health and safety practices in your workplace then it's likely you'll already have some evidence in your system that proves your employees' skills. We'll identify this 'company-wide evidence' to start off with.

STEP 4 INDIVIDUAL PORTFOLIO OF EVIDENCE

Once we've collected 'company-wide evidence' we'll work with your employees individually. Each participant will compile a portfolio of their own evidence of competence. We'll work through your health and safety leaders, to assist each employee to collect their remaining evidence of skills. If they have skill gaps we'll highlight these and advise on any training interventions that might be necessary.

Next Steps

The programme takes place over 9 – 12 months, so it doesn't intrude on your day to day business. We visit on a regular basis to keep it moving forward.

For further information or to make an appointment to see your PaMPITO Training Services Manager, contact us on 09 254 4877 or email info@pampito.org.nz

Costs

PaMPITO's *How safe are we?* programme is free of charge. A small administration fee is applied to cover NZQA fees.

How are we doing?™