

		<b>Unit ID: 846</b>
<b>Domain</b>	<b>OCCUPATIONAL SAFETY AND HEALTH</b>	
<b>Title:</b>	<b>Conduct hazard identification and risk assessment in the workplace</b>	
<b>Level: 4</b>	<b>Credits: 12</b>	

### **Purpose**

This unit standard is intended for those who are required to conduct hazard identification and risk assessment in the workplace. People credited with this unit standard are able to plan and prepare for hazard identification and risk assessment and coordinate hazard identification and risk assessment.

This unit standard is intended for those who has been assigned the duty and responsibility to conduct hazard identification and risk assessments in the workplace.

### **Special Notes**

1. Entry information:  
  
Prerequisite:  
  
• *Unit ID 1157 - Demonstrate basic knowledge of workplace safety and health.*
2. Training of this unit standard must be conducted by a competent person as per legal requirements.
3. Training and assessment for this unit standard can be integrated with other relevant technical unit standards within the Occupational Safety and Health domain.
4. 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.
5. Assessment evidence may be collected from a real workplace or a simulated workplace in which there is a high degree of realism that replicates occupational safety and health setting.

6. Assessment of this unit standard must be carried out by a registered Assessment Practitioner with NTA.

7. Glossary of terms:

- *Safety* refers to an ongoing process whereby all risks are assessed and appropriate action is taken to bring those risks to an acceptable level.
- *Health* refers to a state of complete physical, mental and social wellbeing, not merely the absence of disease or infirmity.
- *Risk assessment* refers to a systematic process for identifying workplace hazards and assessing the risks involved from those hazards.
- *Hazards* refers to an actual or potential cause or source of harm associated with but not limited to process, activities, environment, equipment, work organisation, facilities, and materials.
- *Risk* refers to the likelihood and consequence of hazard causing harm.
- *Process* refers to a set of interrelated or interacting activities which transforms input into output.
- *Standard Operating Procedure (SOP)* refers to a formal, documented process that provides clear, step-by-step instructions to ensure that high-risk tasks are performed safely, consistently, and in compliance with legal and regulatory standards, minimizing the risk of incidents, injuries, and operational failure.
- *Hierarchy of controls* refer to the systematic approach to manage workplace hazards, prioritising risk reduction measures from the most effective to the least effective.

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. Performance of all elements in this unit standard must comply with industry standards and workplace requirements.

8. Regulations and legislation relevant to this unit standard include the following:

- Labour Act 2007 (Act no. 11, 2007)
- Government Notice No. 156 Labour Act 6 of 1992: "Regulations Relating to the Health and Safety of Employees at Work"
- National Occupational Safety and Health Policy (2021)

And any other applicable legislation amendments and/or promulgations.

### **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 on [www.namqa.org](http://www.namqa.org) and the Namibia Training Authority on [www.nta.com.na](http://www.nta.com.na).

## **Elements and Performance Criteria**

### **Element 1: Plan and prepare for hazard identification and risk assessments**

#### **Range:**

Resources may include but are not limited to tools, checklists, previous inspection reports, registers, certificates, SOPs, risk assessments, incident reports, testing equipment and PPE.

Stakeholders may include but are not limited to employees, supervisors, managers, safety and health representatives, contractors and suppliers.

#### **Performance Criteria**

- 1.1 Purpose, scope, objectives and process for hazard identification and risk assessment are explained.
- 1.2 Resources required for hazard identification and risk assessment are identified.
- 1.3 Key stakeholders are identified and informed.

### **Element 2: Identify hazards and assess the risks**

#### **Range**

#### **Performance Criteria**

- 2.1 Hazards are identified in accordance with legal, industry specific, and international standard requirements.
- 2.2 Risks associated with hazards are assessed as per organisational procedures.
- 2.3 Control measures are applied according to the Hierarchy of Controls.
- 2.4 Risk register is compiled and communicated to stakeholders.
- 2.5 Control measures performance are monitored and reviewed to ensure effectiveness .

## **Registration Data**

<b>Subfield:</b>	Preventive Health and Safety
<b>Date first registered:</b>	10 April 2012
<b>Date this version registered:</b>	10 April 2012
<b>Anticipated review:</b>	2015
<b>Body responsible for review:</b>	Namibia Training Authority