

**National Vocational Certificate in Occupational Safety and Health – Safety Officer
(Level 4)**

Level of qualification: 4

Total credits available: 0

Total credits required: 135

	Compulsory	Elective
Level 1 credits available	48	None
Level 4 credits available	87	None
Minimum totals required	135	

Registration Date: <entered by the Namibia Qualifications Authority>

Scheduled Review Date: <entered by the Namibia Qualifications Authority>

Body responsible for the qualification: Namibia Training Authority – NTA through Health Science and Social Services Industry Skills Committee.

Other bodies whose unit standards are included in the qualification: None

1. PURPOSE

This qualification recognises people who have the competencies required for working in the field of Occupational Safety and Health. It is awarded to people who have demonstrated the skills and knowledge required to conduct hazard identification and risk assessment in the workplace; coordinate environmental compliance in the workplace; develop a safety and health procedure; apply safety and health legal and other requirements in the workplace; conduct a safety and health inspections in the workplace; manage occupational hygiene stressors in the workplace.

The entry requirements for this qualification are the ability to demonstrate basic knowledge of workplace safety and health; apply fire safety in the workplace; apply fundamental computer literacy skills; provide basic first aid; apply basic reading skills in a workplace environment; interact with others in a workplace environment; apply basic numeracy skills in a workplace environment; demonstrate basic awareness of HIV and AIDS.

The entry requirement for this qualification is the Junior Secondary Certificate (Grade 10) or equivalent qualification and the ability to demonstrate basic communication skills in English Language and numeracy.

This qualification leads to the National Vocational Diploma in Occupational Safety and Health (Level 6) through participating in full time study at a registered and/or accredited training provider or through Recognition of Prior Learning (RPL).

2. REGULATIONS FOR THE QUALIFICATION

2.1 Summary of qualification requirements

This qualification will be awarded to people who are credited with a minimum of **135** credits required and have met the requirements of both the compulsory and elective sections and as well as all requirements for Workplace Integrated Learning (WIL) as laid out in the National Policy on Work-Integrated Learning for Technical and Vocational Education and Training (TVET).

2.2 Detailed qualification requirements

Compulsory

All the unit standards listed below are required.

FIELD: Health Science and Social Services

Subfield: Preventive Health

Domain: Occupational Safety and Health

Unit ID	Unit Standard Title	Level	Credits
846	Conduct hazard identification and risk assessment in the workplace	4	12
863	Apply safety and health legal and other requirements in the workplace	4	8
1717	Conduct a safety and health inspections in the workplace	4	8
853	Communicate safety and health informations in the workplace	4	4
848	Develop and implement safety and health procedures in the workplace	4	20
858	Conduct incident and accident investigations	4	15
852	Coordinate a safety and health training in the workplace	4	4
862	Prepare an organisational safety and health performance report	4	6
847	Coordinate environmental compliance in the workplace	4	10

AND

FIELD: Health Science and Social Services

Subfield: Preventive Health

Domain: Occupational Safety and Health

Unit ID	Unit Standard Title	Level	Credits
1157	Demonstrate basic knowledge of workplace safety and health	1	15

AND

FIELD: Physical, Mathematical and Computer Studies

Subfield: Information Communication Technology

Domain: Computing Fundamentals

Unit ID	Unit Standard Title	Level	Credits
1156	Apply fundamental computer literacy skills	1	8

AND

FIELD: Health Science and Social Services
 Subfield: Core Health
 Domain: First Aid

Unit ID	Unit Standard Title	Level	Credits
843	Provide basic first aid	1	3

AND

FIELD: Communication Studies and Language
 Subfield: Communication Skills
 Domain: Foundation Communication Skills

Unit ID	Unit Standard Title	Level	Credits
1150	Apply basic reading skills in a workplace environment	1	3
1151	Interact with others in a workplace environment	1	5

AND

FIELD: Physical, Mathematical and Computer Studies
 Subfield: Numeracy
 Domain: Foundation Numeracy Skills

Unit ID	Unit Standard Title	Level	Credits
1153	Apply basic numeracy skills in a workplace environment	1	8

AND

FIELD: Health Science and Social Services
 Subfield: Core Health
 Domain: HIV and AIDS Awareness

Unit ID	Unit Standard Title	Level	Credits
1155	Demonstrate basic awareness of HIV and AIDS	1	6

3. CREDIT RECOGNITION AND TRANSFER ARRANGEMENTS

Credits for any version of a unit standard of the same identification number will be recognised in the award of this qualification.

4. SPECIAL ARRANGEMENTS

- 4.1 Providers seeking registration and/or accreditation to deliver this qualification must meet the following special arrangements.

- 4.1.1 This qualification will be offered to trainees **either** including a period of 6 months of **Industrial/Job Attachment at the end of level 5**, **OR** as an **apprenticeship scheme** of a duration determined and agreed upon by the employer and the training provider on a ratio of 70/30 (70% at workplace and 30% at training institution) basis.

Industrial/job attachment is defined as a period in a workplace setting where a trainee obtains structured practical experience in a specific occupation in order to complement competencies acquired during training at a Technical Vocational Training Provider (TVTP).

Apprenticeship refers to the system of work integrated learning, where an apprentice is employed by a company on contractual basis, earning a monthly salary, learning and working side-by-side with an experienced mentor. In this case the employer must be an NTA approved entity (company) to register apprentices and has to identify a suitable training provider to provide the apprentice with the opportunity to gain skills and knowledge from theoretical training.

Employers and training providers are encouraged to consult the **National Policy On Work-Integrated Learning (WIL) for Technical and Vocational Education and Training (TVET) Sector** for further details on WIL implementation.

- 4.1.2 Providers involved in the assessment of this qualification and the associated unit standards must comply with the national assessment framework for the TVET system up to and including level 5 of the National Qualifications Framework. Assessment will include performance and achievement assessment acquired through work integrated learning periods. Assessment arrangements apply to all occupations and industries which are encompassed in the Technical Vocational Education and Training sector.
- 4.1.3 Providers of this qualification and the associated unit standards must be registered and/or accredited.
- 4.1.4 Providers of this qualification and their associated unit standards must have access to all equipment and facilities detailed in the tools and equipment list.
- 4.2 Competencies covered in this qualification may be assessed through Recognition of Prior Learning (RPL).
- 4.3 Further relevant information and documentation may be accessed through:

Namibia Training Authority

10 Rand Street

Khomasdal

Namibia

Telephone number: 061 207 8550

Facsimile number: 061 207 8551

Email: info@nta.com.na**5. TRANSITION ARRANGEMENTS****5.1 Non-National Qualifications Framework transition**

None

5.2 National Qualifications Framework transition

This qualification was updated and issued as Version 2 in 2025.

Version 1 of this qualification will not be awarded as from 31 December 2025. People currently working towards Version 1 of this qualification are advised to transfer their existing credit awards to this version of the qualification at any time during 2026 and beyond.

People holding the earlier version of this qualification will continue to have their qualification recognised within the industry in terms of meeting relevant career and further learning entry and/or progression requirements.