



Competency Unit:

RABQSA-OH –OHS Management Systems

Effective date: 1 January 2005

Competency	Performance Criteria	Evidence Guide
<p>1: Understand OHS laws, principles, codes of practices, and standards.</p>	<p>1.1: OHS laws, codes of practices, and standards relevant to an industry or business type are known, understood and applied.</p> <p>1.2: The intent and requirement of each clause of the relevant national or equivalent OHS standard (e.g. AS 4801, Z-10 or BSI OHSAS 18001), can be described in the context of a given business/industry sector.</p>	<p>In accordance with the relevant national OHS standard, with omission or deviation justified.</p> <p>Presented verbally, written or other via means; accurate, concise and within context.</p> <p>The evidence of ‘understanding’ must be measurable and relate directly to the requirements of the Standard.</p> <p style="text-align: center;">*****</p> <p>OHS laws, principles, codes of practice and standards applicable in an industry sector and organizational situation are accurately identified and applied.</p> <p>The intent and requirements of the relevant national OHS standard are accurately reflected in audit outcomes, with omission or deviation justified.</p>
<p>2: Identify OHS hazards that are reasonably expected to occur for that business type or industry.</p>	<p>2.1: Actual and potential OHS hazards are identified throughout the auditee business.</p> <p>2.2: The procedures used to identify hazards are relevant to the industry sector, and are based on evidence, business records, or industry practice.</p> <p>2.3: Specific OHS issues are identified for defined industry processes.</p>	<p>Actual and potential OHS hazards are accurately identified.</p> <p>Procedures used to identify hazards within the organizational context are accurately described.</p> <p>The appropriateness of procedures used to identify hazards within the organizational context is accurately evaluated.</p>
<p>3: Assess the risk of identified hazards in the context of the organization’s OHS management system.</p>	<p>3.1: The level of risk for each hazard is assessed to determine significance.</p> <p>3.2: The risk examination methodology used is soundly and scientifically based, and is documented within the OHS system.</p> <p>3.3: The risk examination methodology used is</p>	<p>All risks of identified hazards using scientifically based and relevant methodologies are accurately assessed.</p> <p>Procedures used to assess risk within the organizational context are accurately described.</p> <p>Appropriateness of procedures used to assess risk within the organizational context is accurately evaluated.</p>



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	appropriate to the business type or industry sector.	
<p>4: Assess the effectiveness of methodologies to control OHS hazards.</p>	<p>4.1: Control measures are in place for all identified OHS hazards.</p> <p>4.2: The appropriateness and effectiveness of controls based on legislative requirements, industry codes, and other technical information is clearly established.</p> <p>4.3: Control measures are known by all relevant personnel, and applied in practice.</p> <p>4.4: The control measures are effective in eliminating or reducing the identified hazards.</p>	<p>Relevant and effective control measures for identified hazards are effectively applied.</p> <p>Appropriateness and effectiveness of controls based on legislative requirements is accurately evaluated.</p> <p>Appropriateness and effectiveness of controls within the organizational context is accurately evaluated.</p> <p>All steps in the process at which control must be applied are accurately identified.</p> <p>The extent to which control measures are known and applied within the auditee organisation is accurately assessed.</p> <p>Effectiveness of control measures used in reducing hazards within the auditee organisation is accurately assessed.</p>
<p>5: Assess the OHS roles and responsibilities within the context of the organizational environment.</p>	<p>5.1: The roles and responsibilities of auditee personnel responsible for OHS are clearly identified and applied.</p> <p>5.2: The inter-relationship between the OHS hierarchy and the corporate organizational structure is clearly identified.</p> <p>5.3: Barriers to the effective implementation of the OHS management system are identified and eliminated.</p>	<p>The competence of personnel with responsibility for OHS within the auditee organisation is accurately evaluated.</p> <p>The location of OHS in the corporate structure is accurately identified.</p> <p>The organizational influence available in identified OHS roles is accurately evaluated.</p> <p>Any organizational barriers to the effective implementation of the OHS system are accurately identified and suitable proposals made for elimination of barriers.</p>



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<p>6: Determine the adequacy and effectiveness of an OHS management system.</p>	<p>6.1: Appropriate verification procedures are in place to establish the currency, relevance, and effectiveness of the OHS system.</p> <p>6.2: Omissions in the OHS management system that could affect personal safety are identified.</p> <p>6.3: The adequacy of the OHS management system in preventing, reducing, or eliminating OHS hazards is established.</p> <p>6.4: The auditee has the organizational and process capability to ensure that documented controls are met.</p>	<p>Appropriate verification activities within the context of the organizational situation are accurately described.</p> <p>Appropriateness of verification procedures that are in place is accurately assessed.</p> <p>Effectiveness of verification activities that are in place is accurately determined.</p> <p>The adequacy of the OHS management system in terms of protection of health and safety is accurately determined.</p> <p>Effectiveness of the document control system in the context of legal and other requirements is accurately determined.</p> <p>Methodologies for hazard identification, risk assessment and hierarchy of controls used to mitigate them are identified.</p> <p>Appropriate methods to handle and investigate accidents and incidents is accurately determined.</p> <p>Accurately determine whether plans and procedures for emergency preparedness are effectively implemented</p> <p>The appropriate use of requirements versus guidance is determined.</p>