Develop, implement and review proactive monitoring systems for health and safety

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Overview

This standard covers the skills and knowledge required to develop, implement and review proactive monitoring systems for health and safety.

It covers

1. developing and implementing health and safety proactive performance monitoring systems; and
2. reviewing and responding to health and safety proactive performance monitoring outcomes

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Performance criteria

You must be able to:

1. specify nature and frequency of workplace inspections and monitoring systems and procedures following industry best practice
2. identify competence of people carrying out inspections and monitoring in your organisation following industry best practice
3. assist in implementation of appropriate systematic inspections and monitoring systems in your organisation, which may include environmental monitoring and health surveillance
4. use appropriate monitoring equipment following industry best practice
5. confirm health and safety plans are implemented following industry best practice
6. review relevant records required by your organisation for proactive monitoring following industry best practice
7. check compliance with organisation's systems/procedures against legislative/technical standards
8. check minutes of meetings, decisions, recommendations and suggestions relevant to health and safety proactive performance monitoring are managed following standard operating procedures
9. involve relevant stakeholders in health and safety proactive monitoring systems and procedures following standard operating procedures
10. keep appropriate records of health and safety proactive monitoring systems and outcomes following standard operating procedures
11. provide written and verbal reports to relevant stakeholders of outcomes of health and safety proactive performance monitoring following standard operating procedures
12. interpret outcomes of health and safety proactive performance monitoring following standard operating procedures
13. make recommendations based on outcomes of health and safety proactive performance monitoring following standard operating procedures
14. respond to requirements of regulatory authorities in respect of outcomes of health and safety proactive performance monitoring of your organisation

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Knowledge and understanding

You need to know and understand:

1. proactive monitoring techniques for health and safety risk control measures
2. monitoring equipment
3. sampling routines
4. workplace inspections and activity observations
5. effective written and verbal communication
6. how to respond to the needs of others
7. health and safety statutory requirements and industry best practice for proactive monitoring systems and documentation
8. quality management requirements for documentation

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Developed by	NSAFD
Version Number	2
Date Approved	January 2019
Indicative Review Date	January 2023
Validity	Current
Status	Original
Originating Organisation	Proskills
Original URN	PROHSP7
Relevant Occupations	Occupational Health Workers; Occupational hygienists and safety officers (health and safety); Health and Safety Managers; Health and Safety officers
Suite	Health and Safety
Keywords	Occupational health and safety; health and safety; monitoring systems; develop; implement; review