

FREQUENTLY ASKED QUESTIONS

# Hazard and Risk Management



## QUESTION 01

What if the Covid 19 level changes and I've already booked a course?

We continue to update our T&C as Covid restrictions evolve, see [Terms and Conditions Cancellations/Rescheduling](#) for up-to-date guidance.

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## QUESTION 02

Why do I need to attend a Hazard and Risk Management course to identify Hazards on my site?

The Health and Safety at Work Act 2015, and the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016, state there is a duty for the PCBU to Identify hazards, and then apply/maintain/review control measures to reduce potential of harm to people, the environment, and organizations. There is also a duty to ensure that as far as is reasonably practicable the provision of information, training, instruction, or supervision to protect all persons from risk to their health and safety. The HARM course provides a structured methodology to:

- Understand the difference between a Hazard and Risk
- Identify hazards in the workplace
- To quantify the potential risk of harm based on the consequence and likelihood of harm occurring
- To identify possible control measures to apply to the identified hazards to reduce the likelihood of harm occurring
- To put in place processes to monitor the effectiveness of the control measures that are in place
- To put plans in place in the case of unexpected events or emergencies
- Attendees will also receive: An understanding of the relevant Acts and Regs that apply and an understanding of developing a Job Safety Analysis based on the Safety n Action documentation and process.

## QUESTION 03

I work in a small office so why do I need to attend this course?

It doesn't matter the size or type business you have as the Health and Safety at Work Act 2015, and the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016, state there is a duty for any PCBU to Identify hazards, and then apply/maintain/review control measures to reduce potential of harm to people, the environment and organizations. By having people skilled in the process of hazard identification and control you will be moving towards meeting your obligations within the Acts and Regulations.

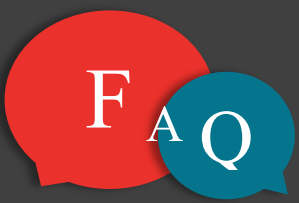
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## QUESTION 04

Can we use our own company paperwork on the course?

It is possible to use company administrative paperwork on a company booked course. This would be more appropriate for a company booking and would have to cover any evidential requirements stated by the NZQA unit standard. This said, the Safety n' Action course paperwork covers all requirements, so any short falls could be bridged with generic training paperwork. Always inform Safety 'n Action in advance if this is the intention.

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## QUESTION 05

Who will benefit from attending a Hazard and Risk Management Course?

The people that would most benefit from attending the course are:

- Anyone involved in the Health and Safety Team of your organization.
- Anyone involved with the permitting process on your site.
- Any Managers and Supervisors that are looking after departments and sites.
- Any persons that are going on any other PCBU sites.
- Any persons that are conducting any maintenance activities.
- Anyone using a Mobile Elevated work platform.

## QUESTION 06

Does the Hazard and Risk Management course cover Permit to Work?

Hazard and Risk Management is an essential component of the Permit to Work process and as such this course is recommended as a prerequisite to attending any of the Permit to Work Courses. In this course the participant will learn the process of how to develop a Job Safety Analysis (JSA) document and how to confirm if a Permit to Work may be required for the task they are assessing, based on the task being carried out and the level of potential harm remaining after completing the JSA Full training on the Permit to Work process is covered in the other specific courses available.

06