

New Zealand Institute of Safety Management (NZISM) and New Zealand Safety Council (NZSC) Core Competencies

Competency name	Definition
Abuse or Harassment	Abuse includes physical assault, sexual violence, emotional abuse and controlling behaviour. It is often a pattern of ongoing behaviour but may also refer to a one-off incident. Abuse can result in physical and mental health consequences for victims, perpetrators and children who are witnesses.  Harassment is a pattern of behaviour that is directed against another person, including specified acts (for example as defined in the Harassment Act 1997) that causes the other person to fear for their safety (or that would cause a reasonable person in the circumstances to fear for their safety). In common use this can also extend to fear for the person's health.
Compliance with Legislation	Working with organisations to ensure that they are aware of and take steps to comply with relevant health and safety laws and regulations.
Contractor Safety Management	The managing of outsourced work performed for an individual company. Contractor management implements a system that pre-qualifies, manages and monitors contractors' health and safety information, insurance information, training programs and specific documents that pertain to the contractor and the owner client. This is done through a process of consultation, co-ordination and co-operation between the parties.
Data Reporting and Analysis	Collecting data and/or analysing and interpreting actual health and safety performance compared with specific objectives, targets or standards.
Fatality	Prevention or management of a fatality at work. A fatality is the permanent death of a person (i.e. it does not include instances where a person is revived).  Fatalities can result from senescence ('old age'), injury, or illness or chronic issues. In cases where attribution is unclear a Coronial decision stands as the official cause of death, including drawing conclusions about whether a fatality was work-related.
Handheld Tools / Power Tools	A hand tool is any tool that is powered by hand (e.g. wrenches, pliers, cutters, striking tools, struck or hammered tools, screwdrivers, vises, clamps, snips, saws, drills and knives)  A power tool is a tool that is actuated by an additional power source and mechanism other than solely manual labour. Commonly power tools use electric motors, internal combustion engines, steam engines, direct burning of fuel and/or propellants, or natural power sources like wind or moving water.  PCBUs need to manage risks related to noise, machinery safety and vibration that arise from the use of handheld or power tools.
Hazard or Risk Assessment	Hazard identification, risk assessment and management: A systematic process to identify hazards and assess/quantify the likelihood, consequence/severity of harm and put in place appropriate controls.
Health and Safety Advice	An opinion or recommendation about managing a business' health and/or safety risks.
Health and Safety Assessment	A health and safety assessment evaluates risk generated in the workplace or in the work process with objectives to remove, reduce and replace the source of risk with safer equipment or processes, or to lessen the risk to the health and safety of the workers This may include assessment at an organisational, business unit or site specific level.
Health and Safety Assurance	Evaluating health and safety management system effectiveness to provide confidence to management on whether the system is fit-for-purpose.
Health and Safety Benchmarking	Assessing an organisation or work group's health and safety performance against other similar work groups, organisations or industries.
Health and Safety Management Systems	Facilitating the development of a health and safety management system which includes organisational structure, planning activities, responsibilities, policy, procedures, processes and resources, for developing, implementing, reviewing and maintaining positive workplace health and safety practices.
Health and Safety Policies	Guide management in the development of a statement of intent which details their commitment to achieving the company's health and safety objectives.
Health and Safety System Performance	Measuring the effectiveness of the workplace health and safety management system.
Hydration	Hydration refers to the amount of water in the body. As humans are approximately 60% water and rely on being well-hydrated for optimal performance, being under-hydrated can negatively affect both work performance and health.
Individual Computer Workstation Set-up and Advice	Assessing and providing education/guidance on workstation equipment and its adjustment, and on work methods including break practices and exercise to maintain health, comfort and performance at work a.k.a 'workstation audits or assessments'.
Manual Handling	Manual handling is any activity requiring a person to interact with their environment and use any part of their muscles or skeletal system to lift, lower, push, pull, carry, throw, move, restrain or hold any animate or inanimate object.
Selection and Use of Lifting Equipment for Material Handling	Advice on selection and use of any appliance used for lifting or moving material, (eg lifting beams or stillages)
Selection and Use of Lifting Equipment for Working at Heights	Advice on selection and use of any appliance used to facilitate working at heights, for example mobile elevated work platforms, crane lifted work platforms, man cages.
Slips, Trips and Falls	Slips are loss of traction events (usually with the feet); trips are when a step is disrupted by contact with an object. Both slips and trips may result in a fall, though falls may also occur for other reasons. Falls are when a loss of balance or other event occurs, causing the body to fall due to gravity onto a lower surface.
Training / Education	Providing education, training or facilitation in health and safety-related topics.
Worker Engagement, Participation and Representation	Working with organisations to help them involve their workers in workplace health and safety.
Workplace Assessments - General	A scoping assessment to identify when to bring in a specialist.