



Standard HS07

Training, Competency and Behaviour

December 2016

Health and Safety



Intent

Competent people and appropriate behaviours are essential for Auckland Transport (AT) to fulfil its health and safety (H&S) objectives. All workers will be appropriately trained to a competent level and supported. Systems exist that determine what competency is required for specific roles.

Competence for those in roles requiring specific skills or licences must be regularly assessed and monitored. Suppliers to AT must be able to provide competent workers and demonstrate that they carry out regular assessment and monitoring of their competency.

Performance Requirements

- 1.1 Both AT and supplier workers have the required skills and training to competently perform their tasks in a healthy, safe and environmentally sound manner. The recruitment, selection, induction, training and placement processes ensure that workers remain competent for their assigned tasks and roles.
- 1.2 An induction is provided for all workers who are new to the location or activity being undertaken. Inductions cover relevant risks and hazards and their controls, expected behaviour, organisation objectives, policy, overview of systems and training on the procedures the worker will be expected to follow.
- 1.3 AT and suppliers have a system in place to identify their safety critical roles and the competencies these roles require and for ensuring competency.
- 1.4 Systems that reinforce positive H&S behaviours are in place and workers are trained in the recognition, reporting and management of at-risk behaviours, including the consequences of at-risk behaviour.
- 1.5 AT and its suppliers have systems in place to ensure H&S competency requirements for roles are documented and periodically reviewed. Any training needs are identified in consultation with workers.
- 1.6 Training schedules and programmes are developed and include ongoing training and competency assessments.
- 1.7 Training is provided by people with appropriate knowledge, skills and experience against appropriate assessment standards.
- 1.8 Qualifications, accreditation, licences, training and resulting competency is recorded for all workers and these records maintained.