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**SOUTH AFRICAN QUALIFICATIONS AUTHORITY
REGISTERED QUALIFICATION:**

Higher Occupational Certificate: Occupational Health and Safety Practitioner

SAQA QUAL ID		QUALIFICATION TITLE		
121527		Higher Occupational Certificate: Occupational Health and Safety Practitioner		
ORIGINATOR				
Development Quality Partner - HWSETA				
PRIMARY OR DELEGATED QUALITY ASSURANCE FUNCTIONARY			NQF SUB-FRAMEWORK	
-			OQSF - Occupational Qualifications Sub-framework	
QUALIFICATION TYPE	FIELD		SUBFIELD	
Higher Occupational Cert	Field 09 - Health Sciences and Social Services		Preventive Health	
ABET BAND	MINIMUM CREDITS	PRE-2009 NQF LEVEL	NQF LEVEL	QUAL CLASS
Undefined	120	Not Applicable	NQF Level 05	Regular-ELOAC
REGISTRATION STATUS		SAQA DECISION NUMBER	REGISTRATION START DATE	REGISTRATION END DATE
Registered		EXCO 1121/24	2024-01-30	2029-01-30
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT		
2030-01-30		2033-01-30		

In all of the tables in this document, both the pre-2009 NQF Level and the NQF Level is shown. In the text (purpose statements, qualification rules, etc), any references to NQF Levels are to the pre-2009 levels unless specifically stated otherwise.

This qualification replaces:

Qual ID	Qualification Title	Pre-2009 NQF Level	NQF Level	Min Credits	Replacement Status
99714	Occupational Certificate: Safety, Health and Quality Practitioner (Occupational Health and Safety Practitioner)	Not Applicable	NQF Level 05	256	Complete

PURPOSE AND RATIONALE OF THE QUALIFICATION

Purpose:

The purpose of this qualification is to prepare a learner to function as an Occupational Health and Safety Practitioner.

Occupational Health and Safety Practitioners, serve as facilitators and advisors to employees and management regarding health and safety aspects in the workplace, including the monitoring and inspection of the workplace, the recording and investigation of incidents and accidents as well as implementation and maintenance of Occupational Health and Safety management systems to ensure a healthy and safe work environment.

A qualified learner will demonstrate the following key attributes: critical thinking, confidence, assertiveness, ethical conduct, compassion, insightfulness, assertive communication, innovative decision making and high levels of analytical ability.

A qualified learner will be able to:

- Plan the implementation of operational occupational health and safety management systems.
- Facilitate and support actions to eliminate or control hazards to mitigate risks in a designated work area.
- Monitor and, continually improve, the effectiveness of operational Occupational Health and Safety management systems.

- Promote a culture of Occupational Health and Safety within the organisation.
- Facilitate the integration of Occupational Health and Safety reporting into the overall organisational reporting systems and processes.
- Communicate with external stakeholders and regulators relevant to the management of Occupational Health and Safety.

Rationale:

Occupational Health and Safety (OHS) is a core element for the success of all organisations and business enterprises. The right to work in a healthy and safe environment is entrenched in the South African Constitution. The accountability for Occupational Health and Safety is shared by all stakeholders and is underpinned by well-established global practices and processes. Line Managers and employees are trained in these processes and legislation to develop, implement and monitor the effective occupational health and safety practices.

The qualification is structured for Occupational Health and Safety Practitioners across all industries and organisations in both the public and private sectors. The Higher Occupational Certificate is specifically targeted towards developing the level of professionalism required within this discipline. This qualification will consolidate professional practice at the operational level and build a basis for further study and career progression pathway to Managerial roles in the Occupational Health and Safety.

Occupational accidents, injuries and diseases cause immeasurable suffering to victims and their families, impacts productivity negatively, thus economic losses for societies and organisations. Workplace accidents, injuries and diseases have a significant impact on the sustainability of social security systems. The cost of disability benefits and pensions paid by health and personal injury insurance schemes, is ultimately borne by the society and economy. This qualification aims to create the professional practices within organisations to prevent and reduce undesirable injuries, illnesses, diseases, and associated costs to the economy.

It will also provide an attractive alternative for other technically qualified employees who want to make a career change into the Occupational Health and Safety discipline. Typical learners for the qualification are those who hold an NQF Level 4 qualification in Occupational Health Safety and has been working as Occupational and Health Safety Practitioner. The qualification was developed in collaboration with Occupational Health and Safety sector and relevant professional body, to cover the competencies required for professional registration. The qualification replaces Occupational Certificate: Occupational Health and Safety Practitioner qualification that is currently registered on the National Qualifications Framework.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL):

- Learners will gain access to the qualification through RPL for Access as provided for in the QCTO RPL Policy. RPL for access is conducted by accredited education institution, skills development provider or workplace accredited to offer that specific qualification/part qualification.
- Learners who have acquired competencies of the modules of a qualification or part qualification will be credited for modules through RPL.
- RPL for access to the external integrated summative assessment: Accredited providers and approved workplaces must apply the internal assessment criteria specified in the related curriculum document to establish and confirm prior learning. Accredited providers and workplaces must confirm prior learning by issuing a statement of result.

Entry Requirements:

- National Occupational Certificate: Occupational Health and Safety Officer, NQF Level 4 (under registration process).

RECOGNISE PREVIOUS LEARNING?

Y

QUALIFICATION RULES

This qualification is made up of the compulsory Knowledge, Practical Skills and Work Experience Modules:

Knowledge Modules:

- 226302-000-01-KM-01, Occupational Health and Safety Management Systems, NQF Level 5, 11 Credits.
- 226302-000-01-KM-02, Governance and Sustainability within the OHS Context, NQF Level 5, 11 Credits.
- 226302-000-01-KM-03, Fundamentals of Operations Management for OHS Practitioners, NQF Level 5, 12 Credits.

Total number of credits for Knowledge Modules: 34

Practical Skill Modules:

- 226302-000-01-PM-01, Develop a Risk Profile and Legal Register for a Designated Work Area, NQF Level 5, 12 Credits.
- 226302-000-01-PM-02, Establish, Maintain and Improve the Health and Safety Documentation and Reporting Systems, Controls and Processes, NQF Level 5, 12 Credits.
- 226302-000-01-PM-03, Advise on the Establishment Maintenance and Improvement of Emergency Response and preparedness, NQF Level 5, 12 Credits.
- 226302-000-01-PM-04, Manage the Effectiveness of Operational Occupational Health and Safety Systems, NQF Level 5, 12 Credits.

Total number of credits for Practical Skill Modules: 48

Work Experience Modules:

- 226302-000-01-WM-01, Operational Planning and Review Processes, NQF Level 5, 19 Credits.
- 226302-000-01-WM-02, Management and Supervision Processes, NQF Level 5, 19 Credits.

Total number of credits for Work Experience Modules: 38

EXIT LEVEL OUTCOMES

1. Facilitate and support actions to eliminate or control hazards to mitigate risks in a designated work area.
2. Plan the Implementation of operational Occupational Health and Safety management systems.
3. Monitor and continually improve the effectiveness of Operational Occupational Health and Safety management systems.
4. Promote a culture of Occupational Health and Safety within the organisation.
5. Facilitate the integration of Occupational Health and Safety reporting into the overall organisational reporting systems and processes.
6. Communicate with external stakeholders and regulators relevant to the management of Occupational Health and Safety.

ASSOCIATED ASSESSMENT CRITERIA**Associated Assessment Criteria for Exit Level Outcome 1:**

- Apply integrated Knowledge and understanding of the core concepts and principles of risk management and hazard control within a range of diverse occupational contexts.
- Use risk Management tools to evaluate the risk profiles of various workplaces.
- Provide advice about Occupational Health and Safety risk elimination and mitigation within complex operational contexts.
- Develop Occupational Health and Safety Risk profiles and legal registers for designated work areas.

Associated Assessment Criteria for Exit Level Outcome 2:

- Apply Integrated Knowledge and understanding of the design and implementation of Occupational Health and Safety management systems, and the integration of these systems within an organisation.
- Develop plans for the implementation of new or improved Occupational Health and Safety management systems.
- Initiate and manage projects for the implementation of new/revised Occupational Health and Safety management systems.
- Provide training and education regarding the effective utilisation of new/revised Occupational Health and Safety management systems to employees and relevant stakeholders.

Associated Assessment Criteria for Exit Level Outcome 3:

- Apply and elaborate Integrated knowledge and understanding of the concepts and principles of, the effective use of Occupational Health and Safety management systems in organisations upon, to demonstrate an in depth understanding of the role of the Occupational Health and Safety Practitioner in optimising organisational performance.
- Develop and implement monitoring and evaluation plans, for the continual evaluation of compliance against the Occupational Health and Safety system requirements.
- Describe, discuss, and analyse the consequences of ineffective Occupational Health and Safety management systems, policies, and procedures.
- Evaluate the efficacy and alignment of existing Occupational Health and Safety management system applications.
- Identify and initiate actions that must be taken to improve the effectiveness of Occupational Health and Safety policies, procedures, and practices.

Associated Assessment Criteria for Exit Level Outcome 4:

- Apply continual improvement in healthier and safer ways of working.
- Explain Integrated Knowledge and understanding of the concepts and principles associated with the behavioural dynamics of Occupational Health and Safety using practical workplace examples.
- Describe the role of the Occupational Health and Safety practitioner in creating an appropriate risk management culture within organisations using practical examples.
- Monitor changes in Occupational Health and Safety legislation, and facilitate the updating of internal policies, procedures, and practices to optimise legal compliance and align to industry leading practices.
- Develop and cascaded dynamic strategies, practices, and processes to entrench a positive OHS culture within an organisation.
- Enforce high ethical standards relating to occupational health and safety compliance.

Associated Assessment Criteria for Exit Level Outcome 5:

- Apply integrated knowledge and understanding of the concepts, principles, and benefits of integrated organisational reporting in line with the role of the Occupational Health and Safety Practitioner.
- Identify organisational Occupational Health and Safety reporting defects and inefficiencies, and develop and present actions to improve the reporting for approval.
- Explain and contextualise the consequences of inefficient Occupational Health and Safety reporting relevant to its impact on employees, management, and the community.
- Develop strategies and plans to create integrated Occupational Health and Safety reporting within organisations.

Associated Assessment Criteria for Exit Level Outcome 6:

- Use integrated knowledge and understanding of the concepts and principles of effective organisational governance, with specific reference to the application of these concepts and principles within the Occupational Health and Safety discipline, to clarify and motivate the role of the Occupational Health and Safety Practitioner.

- Identify and verify stakeholders required to manage various Occupational Health and Safety processes, practices, and scenarios according to legislative requirements and leading practices.
- Evaluate and analyse a range of internal and external Occupational Health and Safety reports to identify actions and processes to improve the effectiveness of communication with these stakeholders.
- Describe consequences and risks associated with ineffective Occupational Health and Safety reporting and actions to mitigate these risks are identified within a range of occupational contexts.

Integrated Assessment Formative Assessment:

The Skills Development Provider will use the curriculum to guide them on the stipulated internal assessment criteria and weighting. They will also apply the scope of practical skills and applied knowledge as stipulated by the internal assessment criteria. This formative assessment together with work experience leads to entrance in the integrated external summative assessment.

Integrated Assessment Summative Assessment:

An External Integrated Summative Assessment, conducted through the relevant QCTO Assessment Quality Partner is required for the issuing of this qualification. The External Integrated Summative Assessment will focus on the exit level outcomes and associated assessment criteria.

The assessment will be conducted through written assessment and the evaluation of practical tasks at decentralised approved assessment sites by a panel of assessors within a period of one day.

INTERNATIONAL COMPARABILITY

This qualification was compared with qualifications in Australia and the United Kingdom (UK).

Australia

The Diploma of Work Health and Safety is offered by Competency Based Development (CBD) College in Melbourne. The programme is delivered over a minimum period of 12 months. It consists of theoretical components and compulsory work application requirements.

The Diploma of Work Health and Safety aims to equip students with knowledge and skills required to manage Workplace Health and Safety. It is suitable for people who coordinate and maintain the work health and safety program in an organisation. It reflects the role of practitioners who apply a substantial knowledge base and well-developed skills in a wide variety of Workplace Health and Safety contexts.

The qualification covers the following learning units:

- Lead and manage organisational change.
- Manage innovation and continuous improvement.
- Develop and implement strategic plans.
- Undertake project work.
- Apply legislative frameworks for Workplace Health and Safety.
- Facilitate Workplace Health and Safety activities.
- Implement Workplace Health and Safety risk management.
- Evaluate the Workplace Health and Safety performance of organisations.
- Develop, implement and maintain Workplace Health and Safety management systems.
- Conduct Workplace Health and Safety audits.
- Apply ergonomics to manage Workplace Health and Safety risks.
- Assist with applying occupational hygiene to manage Workplace Health and Safety risks.
- Advise on the application of safe design principles to control Workplace Health and Safety risks.

To enter the qualification a learner must demonstrate competence in the core learning units of the Certificate IV in Workplace Health and safety.

Similarities

- The two qualifications are similar in terms of their purpose, duration, entry requirements and learning content.

Differences

- There are some differences in the emphasis of the module content.

United Kingdom

The National Examination Board in Occupational Safety and Health National (NEBOSH) Diploma is a very popular and highly recognised health and safety qualification within the United Kingdom.

The qualification is designed for individuals with a desire to progress their career in Occupational Health and Safety and to enable them to work as a fully qualified health and safety practitioner or safety officer.

The Diploma is offered over a minimum period of 24 months by Shield Health and Safety Academy in London. The Diploma builds directly upon the knowledge provided by the NEBOSH National General Certificate in Occupational Health and Safety.

The qualification assists in the development of professional competence, increasing learners' ability to help organisations make sensible and proportionate decisions to manage risk, meet business objectives, and meet regulatory requirements. The qualification is designed to meet the health and safety needs of the modern workplace.

The qualification covers the practical skills that are essential to health and safety professionals.

The following represents the core abilities that are covered in the Diploma:

- Source, develop, evaluate, and interpret relevant health and safety information (such as legislation, guidance, best practice, procedures) and communicate it effectively to those who need it (both within the organisation and those affected by the organisation's activities such as contractors and insurers).
- Promote a positive health and safety culture.
- Assess, develop, and maintain individual and organisational health and safety competence.
- Understand risk management including the techniques for identifying hazards, the different types of risk assessment, considerations when implementing sensible and proportionate additional control measures and developing a risk management strategy.
- Develop and implement proactive and reactive health and safety monitoring systems and carry out reviews and auditing of such systems.
- Develop your own professional skills and ethics to actively influence improvements in health and safety by providing persuasive arguments to workers at all levels.
- Develop a health and safety policy strategy within your organisation (including proactive safety, Corporate Social Responsibility, and the change management process).
- Contribute to health and safety legal actions.
- Manage contractors and supply chains to ensure compliance with health and safety standards.
- Advise the organisation on a range of common workplace health issues / hazards including how these can be assessed and controlled and the legal duties associated with these issues / hazards.
- Advise the organisation on a range of common workplace safety issues / hazards including how these can be assessed and controlled and the legal duties associated with these issues / hazards.

Similarities

- The two qualifications are similar in terms of their purpose and learning content.
- Most of the key competencies covered in the two qualifications are similar.

Differences

- Overall duration of the United Kingdom qualification is longer.

Conclusion:

The Higher Occupational Certificate compares favourably with the two qualifications in terms of purpose, content, entry requirements and level of complexity.

ARTICULATION OPTIONS

This qualification allows possibilities for both vertical and horizontal articulation.

Horizontal Articulation:

- National Diploma Occupational Safety, NQF Level 5.

Vertical Articulation:

- Diploma in Safety Management, NQF Level 6.

MODERATION OPTIONS

N/A

CRITERIA FOR THE REGISTRATION OF ASSESSORS

N/A

NOTES

Qualifying for External Assessment:

To qualify for the external summative assessment learners must have a copy of a completed and signed Statement of Work Experience as well as proof of successful completion of the all the knowledge and practical skill modules specified in the curriculum or through the Recognition of Prior Learning Process (RPL).

Additional Legal or Physical Entry Requirements:

- None.

Criteria for the Accreditation of Providers:

Accreditation of providers will be done against the criteria as reflected in the relevant curriculum on the QCTO website.

The curriculum title and code are: Occupational Health and Safety Practitioner: 226302-000-01-00.

Encompassed Trades:

This qualification encompasses the following trades as recorded on the NLRD:

- None.

Assessment Quality Partner:

- Health and Welfare Sector Education and Training Authority (HWSETA).

LEARNING PROGRAMMES RECORDED AGAINST THIS QUALIFICATION:

When qualifications are replaced, some (but not all) of their learning programmes are moved to the replacement qualifications. If a learning programme appears to be missing from here, please check the replaced qualification.

NONE**PROVIDERS CURRENTLY ACCREDITED TO OFFER THIS QUALIFICATION:**

This information shows the current accreditations (i.e. those not past their accreditation end dates), and is the most complete record available to SAQA as of today. Some Primary or Delegated Quality Assurance Functionaries have a lag in their recording systems for provider accreditation, in turn leading to a lag in notifying SAQA of all the providers that they have accredited to offer qualifications and unit standards, as well as any extensions to accreditation end dates. The relevant Primary or Delegated Quality Assurance Functionary should be notified if a record appears to be missing from here.

NONE

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