University of Auckland Working at Height Competency Matrix, v0.1, 10 Sep 19

**Note:** This competency matrix is applicable only to UoA staff and students associated with UoA-defined working at height. Contractors must be trained and deemed competent to conduct working at height-related tasks in relation to their specific roles in accordance with AS/NZS 1891.4 Appendix E. Other standards or guidelines for adventurous activities, theatrical performances or industrial rope-work may take precedence over the training noted in this matrix.

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| --- | --- | --- | --- | --- | --- | --- |
| Core training element | Performance criteria | Awareness | Operator | Supervisor | Manager | Inspector |
| 1. Demonstrate an understanding of legislation, standards and codes of practice relevant to height safety within the University. | 1.1 State how to access UoA height safety information. | x | x | x | x | x |
| 1.2 Describe the obligations and actions that apply to an individual’s specific role or level of training. | x | x | x | x | x |
| 2. Identify when controls to reduce the risk of a fall must be implemented. | 2.1 State the UoA definitions of a fall and working at height. | x | x | x | x | x |
| 2.2 Describe fall hazards and the potential health and safety effects. | x | x | x | x | x |
| 2.3 Identify examples of UoA-defined working at height. | x | x | x | x |  |
| 3. Assess the risks and plan for working at height. | 3.1 Outline the principles of risk management. | x | x | x | x |  |
| 3.2 Participate in the risk assessment process. |  | x | x | x |  |
| 3.3 Conduct a risk assessment of an area where fall from height risks exist. |  |  | x | x |  |
| 3.4 Conduct a risk assessment of a task or process where fall from height risks exist. |  |  | x | x |  |
| 3.5 Prepare a working at height management plan. |  |  | x | x |  |
| 3.6 State when working at height management plans need to be reviewed and revised. |  |  | x | x |  |
| 3.7 Identify sources of information on working at height hazards, associated risks and risk control measures. |  |  | x | x |  |
| 4. Identify and implement risk control measures. | 4.1 Identify common working at height risk control measures. | x | x | x | x |  |
| 4.2 Identify other potential hazards that may affect working at height. |  | x | x | x |  |
| 4.3 Demonstrate the correct selection and fitting of harnesses and height safety equipment. |  | x | x | x | x |
| 4.4 Demonstrate competence in pre-use inspection of height safety equipment. |  | x | x | x | x |
| 4.5 Demonstrate the correct selection and use of lanyards, connection devices and anchorages. |  | x | x | x | x |
| 4.6 Demonstrate knowledge of the correct installation and use of height safety systems (Work positioning/Fall arrest). |  | x | x | x |  |
| 4.7 Demonstrate competence in identifying and selecting height safety systems applicable to structures being worked on, safe work systems, access system and or types of equipment used as appropriate. |  |  |  | x |  |
| 4.8 Evaluate the effectiveness of risk control measures. |  |  |  | x |  |
| 4.9 Demonstrate competence in performing inspection and maintenance of height safety equipment. |  |  |  |  | x |
| 4.10 Demonstrate knowledge of the correct selection and use of communication systems between persons within a work team. |  |  | x | x |  |
| 5. Apply first response rescue methods. | 5.1 Demonstrate competence in performing emergency first response rescue specific to structures being worked on and types of equipment being used. |  | x | x | x |  |
| 5.2 Demonstrate competence in managing emergency first response rescue specific to structures being worked on and types of equipment being used. |  |  | x | x |  |
| 5.3 Demonstrate knowledge of the correct selection and use of communication systems for contacting emergency services. |  |  | x | x |  |
| 5.4 Develop emergency first response rescue plans. |  |  |  | x |  |

Recommended NZQA Unit Standards:

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| --- | --- | --- | --- | --- | --- | --- |
| Unit Standard/ UoA Workshop | Description | Awareness\* | Operator | Supervisor | Manager | Inspector |
| 15757 | Use, install and disestablish temporary proprietary height safety systems when working at height. |  |  | x | x |  |
| 17600 | Explain safe work practices for working at heights. |  | x | x | x |  |
| 19359 | Inspect and maintain height safety equipment. |  |  |  |  | x |
| 23229 | Use safety harness system when working at height. |  | x | x | x |  |
| 25045 | Employ height safety equipment in the workplace. |  | x | x | x |  |
| HRHURA  | How to undertake a risk assessment |  |  | x | x |  |
| HRSORA | Signing off on risk assessments |  |  |  | x |  |

\*Height safety awareness may take the form of e-learning or a short in-house course. No NZQA unit standards are needed.