CONSTRUCTSAFE TIER 4 COMPETENCY FRAMEWORK

March 2018

Version 1.2

Table of contents

Introduction

This framework document allows those who design and contribute to construction health and safety training content to align with ConstructSafe Tier 4 Competency Framework knowledge requirements. The intent is to make it easy for training content to meet the knowledge requirements that candidates need to pass the ConstructSafe Tier 4 Competency Test.

The frame work is divided into seven modules

1. Managing Safely
2. Health & Safety Leadership Responsibilities
3. Hazard Identification and Classification
4. Risk Assessment
5. Managing Risks
6. Investigating Incidents
7. Measuring Performance

Framework modules

Managing Safely

Element	Tier 4 - "Leading Safely" Capability[1] "Leads, creates the environment, can do, inspires others"	
Why it is important to manage safely	Demonstrates a personal commitment to safety.	1.01
	Uses stories based on personal lived experience to influence others.	1.02
	Works with industry bodies to lift the standard of safety across the sector.	1.03
A leader's role in influencing managing safely	Clearly demonstrates personal safety standards through what is accepted in their area of responsibility and what is not.	2.01
	Inspires others to be safety leaders.	2.02
	Inspires others to be safety leaders.	2.03
	Holds team members accountable for their actions around safety.	2.04
	Uses all three legs of the safety stool - moral, legal and financial - in a balanced manner.	2.05
	Creates an environment where all three aspects are considered by the team.	2.06
	Clearly articulates own accountabilities and responsibilities.	2.07
	Team members can describe the responsibilities delegated to them.	2.08

---

[1] ConstructSafe Tier 3 is a prerequisite

Health & Safety Leadership Responsibilities

Element	Tier 4 - "Leading Safely" Capability[2] "Leads, creates the environment, can do, inspires others"	
The Health & Safety at Work Act 2015 (HSWA) - context and requirements of leaders	Creates an environment of continuous improvement for safety.	3.01
	Demonstrates a relentless dissatisfaction with the status quo.	3.02
	Can accurately describe own role within the HSWA.	3.03
	Can accurately describe the six features of the HSWA and what they require of leaders.	3.04
Responsibilities of leaders under the Health & Safety at Work Act 2015	Can explain own responsibilities under the HSWA.	4.01
	Can explain to all team members the responsibilities that they hold under the HSWA.	4.02
	Has self-assessed against a range of generic industry responsibilities covering all elements of the PDLI (PDCA) cycle.	4.03
	Has a personal development plan (with SMART goals) to address areas for improvement.	4.04
	Creates a health and safety system within own area of responsibility that actively addresses all four elements of PDLI.	4.05
Key elements of a health & safety system	Creates a health and safety system within own area of responsibility that actively addresses all four elements of PDLI.	5.01

[2] ConstructSafe Tier 3 is a prerequisite

Hazard identification and classification

Element	Tier 4 - "Leading Safely" Capability[3] "Leads, creates the environment, can do, inspires others"	
Common hazards in the construction industry	Establishes education and training on hazards within own area of responsibility.	6.01
	Ensures that all six categories of hazard are considered by team members - no blind spots.	6.02
Responses to hazards	Looks at situations with fresh eyes to identify non-obvious hazards.	7.01
	Establishes systems for peer review of work sites.	7.02
	Trains team members to improve delivery of tool box talks.	7.03

---

[3] ConstructSafe Tier 3 is a prerequisite

Risk assessment

Element	Tier 4 - "Leading Safely" Capability[4] "Leads, creates the environment, can do, inspires others"	
Definition of risk	Educates and trains team members about risk, including specific risks within the work site.	8.01
Risk assessment theory	Creates an environment where risk assessment is a normal, expected part of work.	9.01
	Sets trigger points for action within the risk matrix.	9.02
	Creates risk assessment forms appropriate to own area of responsibility, drawing on industry best practice.	9.03
	Ensures that risk assessments involve the right people.	9.04
	Remains abreast of industry developments around emerging risks or new risk treatments.	9.05
Perform a risk assessment	Leads risk assessments within own area of responsibility.	10.01
	Audits risk assessments	10.02
	Actively fights complacency towards risks in area of responsibility.	10.03

---

[4] ConstructSafe Tier 3 is a prerequisite

Managing Risks

Element	Tier 4 - "Leading Safely" Capability[5] "Leads, creates the environment, can do, inspires others"	
Reducing risk	Continually drives risk levels down.	11.01
	Creates an environment where team members are always seeking to reduce risk.	11.02
	Balances the factors contributing to "reasonably practicable" within the spirit of the HSWA.	11.03
	Instils a culture of vigilance where team members are always alert to changes that impact on risk levels and risk controls.	11.04
	Provides all reasonably practicable resources to reduce risk.	11.05
Risk control selection	Educates and trains team members on the hierarchy of risk controls and the requirement to use the highest reasonably practicable control.	12.01
	Always seeks to create a safe place (as distinct from a safe person).	12.02
	Provides guidance and advice to team members on the acceptability of residual risk.	12.03
	Audits and reviews bow tie analyses.	12.04
	Ensures emergency response plans and resources are in place.	12.05

---

[5] ConstructSafe Tier 3 is a prerequisite

Investigating incidents

Element	Tier 4 - "Leading Safely" Capability[6] "Leads, creates the environment, can do, inspires others"	
Why incidents should be investigated	Clearly sets expectations on both level and extent of investigations for own area of responsibility.	13.01
	Shares stories illustrating the benefits of investigations with team members.	13.02
How incidents happen	Creates an environment where investigations are seen as opportunities to learn and improve.	14.01
	Is aware of "hindsight bias" and accepts that everyone's behaviour makes sense to them at the time.	14.02
Carrying out an investigation	Leads investigations as appropriate within own area of responsibility. Role-models good investigation practice.	15.01
	Participates in investigations in other areas or work sites.	15.02
	Shares the outcomes of investigations within own area of responsibility - and beyond, as appropriate.	15.03
	Stays abreast of industry developments.	15.04
	Reviews outcomes of Worksafe and industry investigations for relevance to own work area.	15.05
	Adapts work practices accordingly and communicates to team as necessary.	15.06

[6] ConstructSafe Tier 3 is a prerequisite

Measuring performance

Element	Tier 4 - "Leading Safely" Capability[7] "Leads, creates the environment, can do, inspires others"	
Why measure performance	Demonstrates a personal commitment to safety.	16.01
Measuring health & safety performance	Establishes an appropriate blend of both lead and lag indicators for own area of responsibility.	17.01
	Reviews safety performance with team members.	17.02
	Is vigilant for and addresses emergent trends.	17.03
	Shares stories illustrating the true cost of incidents with team members.	17.04
Auditing	Creates an environment where audits are seen as opportunities to learn and improve.	18.01
	Reviews audit findings for systemic failings or opportunities for improvement and acts accordingly.	18.02

---

[7] ConstructSafe Tier 3 is a prerequisite