

SKILLS PROGRAMME DOCUMENT



Skills Programme Title		Forestry Hazard and Risk Assessor			
NQF Level	4	Credits	35	Duration in days	44 Days
Skills Programme ID Number		SP-220904			
Skills Programme Status	APPROVED			Start Date	End Date
				14/09/2022	14/09/2027
Last date for enrolment	4/09/2028	Last date for achievement	14/09/2031		

SKILLS PROGRAMME DETAILS

1.	Title	Forestry Hazard and Risk Assessor
2.	Subtitle	325701 - Environmental and Occupational Health Inspector 325705 - Safety Inspector 821501 - Forestry Worker 621101 - Tree Feller 734102 - Logging Plant Operator
3.	NQF Level	4
4.	Duration	44 days
5.	Credits	35 credits
6.	Quality Assuring Body	Quality Council for Trades and Occupations (QCTO)
7.	Rationale	<p>There are many potential hazards involved in both forestry work practices and equipment. Safe harvesting of timber by either mechanical or manual depends on hazard control or elimination or risk reduction actions to provide the highest level of protection for workers and equipment. By law, employers are responsible for controlling all potential safety hazards in their workplace.</p> <p>Since there is no similar skills programme presently available, this Forestry Hazard and Risk Assessor skills programme is crucial and intended to achieve the identification, mitigation and management of risks and legal compliance</p> <p>Typical learners will be workers in the Health and Safety occupations in the forestry sector. Holders of a requisite NQF Level 2 qualification are also earmarked as training entrants towards this skills programme. These learners, where solutions are not obvious will use processes taught in this skills programme to help determine the most effective control measures for the risks found in their workplaces. Qualifying learners will be equipped with practical skills and gain work experience through work integrated learning which is</p>

		<p>not incorporated in the previous skills training interventions. Furthermore, the learners will be able to follow safe working procedures and will result in the following benefits to the industry:</p> <ol style="list-style-type: none"> 1. Competencies of investigating officers will increase thus reducing incidents and preventing accidents 2. Risks will be reduced through better management of risks and hazards 3. Safety will be increased. 				
8.	Related registered qualification/s	Occupational Certificate: Safety Inspector (Forestry and Related Industries Safety Health and Environment Officer) SAQA ID 99712				
9.	Purpose	<p>The purpose of the skills programme is to prepare a learner to operate as a Forestry Hazard and Risk Assessor</p> <p>A Forestry Hazard and Risk Assessor ensures adherence to the legal requirements in terms of occupational health and safety legislation, in line with industry systems and standards to direct and support management in achieving their safety health and environmental goals and objectives.</p> <p>A qualified learner will be able to: Identify, monitor, and mitigate hazards and risks in the workplace to minimize and control potential for injury and loss</p>				
10.	Content	<table border="1"> <thead> <tr> <th><u>Knowledge component</u></th> <th><u>Application component</u></th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> • 900113-000-00-KM-01, Forestry and Related Hazard Identification and Risk Assessment (HIRA), NQF Level 4, Credits 5 </td> <td> <ul style="list-style-type: none"> • 900113-000-00-PM-01, Assess Hazards and Identify Risks in the Forestry and Related Industry Workplace and Implement Control Measures, NQF Level 4, Credits 10 </td> </tr> </tbody> </table>	<u>Knowledge component</u>	<u>Application component</u>	<ul style="list-style-type: none"> • 900113-000-00-KM-01, Forestry and Related Hazard Identification and Risk Assessment (HIRA), NQF Level 4, Credits 5 	<ul style="list-style-type: none"> • 900113-000-00-PM-01, Assess Hazards and Identify Risks in the Forestry and Related Industry Workplace and Implement Control Measures, NQF Level 4, Credits 10
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			<ul style="list-style-type: none"> 900113-000-00-WM-01 Forestry and Related Industries Risk Assessment processes, NQF Level 4, Credits 20
		Total Credits: 5	Total Credits: 30
11.	Minimum entry requirements	NQF Level 2 with English and mathematical literacy	
12.	Exit Level Outcomes	<p>ELO 1: Identify hazards and risks in the workplace.</p> <p>ELO 2: Monitor and mitigate hazards and risks.</p> <p>ELO 3: Promote a safe and healthy work environment free of hazards and risks</p>	
13.	Continuous Assessment & Final Supervised Assessment (FISA)	<p><u>Continuous Assessment</u></p> <p>The SDP must ensure that all learners are enrolled with the QCTO at the start of training (within 5 days) in the format required by the QCTO.</p> <p>Continuous assessments are set by the SDP in accordance with the outcomes provided in the knowledge and practical modules.</p> <p>This may consist of a variety of methods, e.g., practical, or written assessments, assignments, projects, demonstrations, presentations, or any other form of assessment to assist the learner in the learning process.</p> <p>During training, it is mandatory for formal summative assessments to take place at the end of each module/topic. These results must be formally recorded and be available for monitoring and/or evaluation by the QCTO.</p> <p>Final Integrated Supervised Assessment (FISA) All learners gain entrance to the Final Integrated Supervised Assessment by successfully completing all formal summative assessments conducted by the SDP.</p> <p>Format of FISA: A final written and practical assessment integrating the relevant Exit Level outcomes.</p> <p>All FISAs must be supervised, and virtual FISAs must be recorded throughout the assessment.</p>	

		<p>All Exit Level Outcomes must be covered in the FISA. In the FISA, the learner must demonstrate applied knowledge and skills to prove that the competencies of the Skills Programme have been achieved.</p> <p>The FISA may not contain any assessments used in the "Continuous Assessment" process (thus no re-assessment).</p> <p>Special considerations should be made for candidates with special learning needs.</p> <p>Standards for Final Integrated Supervised Assessment (FISA):</p> <p>The learner should be provided with a brief/job card/task to demonstrate what the learner should show, know, or produce in a product, relevant to the Exit Level Outcomes and the purpose of the Skills Programme. This is the section where the learner must show applied competency (what the learner must be able to do, and to what expected standard)</p> <p>The FISA INSTRUMENT (Written case study, scenario, or brief/task [like a job card]) must be developed and moderated by the SDP and conducted in a supervised environment. It is assessed by means of a RUBRIC developed by the SDP for this purpose:</p> <p>The candidate must demonstrate that they are able to plan for, conduct and administer assessment of learner competence in an occupational context in a supervised assessment by developing the required evidence in a supervised assessment section.</p> <p>In the written component learners must be given real life scenario in which they must demonstrate that they have applied knowledge in the following SHE activities:</p> <ul style="list-style-type: none"> • How to conduct a risk assessment and hazard identification of a working site, and identify short falls in accordance with legislation and company policies and procedures • Understand how to conduct a risk assessment how to use the risk rating matrix and calculator for this purpose • Identify and evaluate the appropriate mitigations to reduce the risk, minimize and control potential for injury and loss • Apply continuous monitoring procedures
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14.	Recognition of Prior Learning	<ul style="list-style-type: none"> • Learners will gain access to the skills programme through RPL for Access as provided for in the QCTO RPL Policy. RPL for access is conducted by an accredited institution, skills development provider or workplace accredited to offer that specific skills programme.

		<ul style="list-style-type: none"> • Learners who have already acquired competencies of modules of a skills programme will be exempted from modules through RPL. Such learners will be awarded credits towards the skills programme. • Learners who complete this skills programme will accumulate credits towards the relevant full or part qualification. The Credit Accumulation and Transfer (CAT) Policy shall apply to these learners
15.	Work Opportunities and further learning	<p>Forestry workers can progress into Forestry Incident Investigator positions after completing this skills programme</p> <p>Further learning opportunities exist in the following skills programmes:</p> <ul style="list-style-type: none"> • Forestry Incident Investigator • Forestry SHE Representative
16.	Skills Development Provider Accreditation Requirements	<p><i>Human Resource Requirements:</i></p> <ul style="list-style-type: none"> • Facilitator/learner ratio 1:12 (knowledge and practical module) • Qualifications, registration, or experience of the trainer: <ul style="list-style-type: none"> ○ An appropriate certificate at NQF Level 5 or above or 5 years appropriate forestry safety experience ○ Registered as a facilitator and assessor <p><i>Physical Requirements:</i></p> <ul style="list-style-type: none"> • The provider must have lesson plans and structured learning material or provide learners with access to structured learning material that addresses all the aspects of the curriculum • Key processes related to forestry operations • Personal Protective Equipment (all within the required SABS standards): <ul style="list-style-type: none"> ○ Helmet ○ Visor ○ Safety boots • Adherence to company safety policies and procedures • Access to fully operational industry related workplace such as a processing plant, depot, nursery, plantation, etc. with appropriate operational equipment or machinery • Documentation: operator manuals, policies, procedures, templates etc.

		<p><i>Legal Requirements:</i></p> <ul style="list-style-type: none">○ Compliant with OHS ACT Requirements <p>• Exemptions</p> <p>None</p>
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