



OCCUPATIONAL SAFETY & HEALTH CVQ LEVEL 3

To be deemed competent in this Caribbean Vocational Qualification, you must prove that you have the skills, knowledge and understanding detailed in the units of competence. Your assessor will judge, from your evidence, whether you have demonstrated the skills, knowledge and understanding to the necessary standard. You do not have to pass a written exam or have any previous qualifications to be able to take these qualifications. As work in safety and health requires preparation and use of a wide variety of reports, including numerical information, you will be expected to have a reasonable standard of literacy and numeracy.

WHO IS THE QUALIFICATION FOR?

The NVQ will be appropriate for candidates who are working in the area of general safety and health practice or managing the safety and health function. They may be managers or supervisors who have a specific responsibility for safety and health or they may be newly appointed safety advisers or professionals.

DELIVERY FORMAT

The training sessions will be delivered using:

- PowerPoint presentations
- Case Studies
- Discussion Questions
- Simulations
- Role Play
- Written Exercises
- Observation of Performance Tasks

To achieve the full award, candidates must complete seven units, including four mandatory units and three optional units. Candidates choose the optional units which best suit their work situation and job role. This course will run for 3 months broken down into Forty-eight (48) hours of teaching and support sessions, followed by practical assessments of performance tasks.

QUALIFICATION STRUCTURE

To achieve a full award, candidates must complete the seven mandatory units. A unit is normally the smallest part of the CVQ that a candidate can get recognition for. Candidates can also take additional units, although these are not required to complete the qualification.

MANDATORY UNITS (ALL MUST BE COMPLETED)

1. Ensure your own actions reduce risks to safety and health

- Identify hazards and evaluate risks in your workplace.
- Reduce the risk of safety and health in the workplace.

2. Monitor procedures to control risks to safety and health

- Check that safety and health procedures are followed.
- Ensure that risks are controlled safely and effectively.

3. Develop procedures to control risks to safety and health

- Develop procedures for maintaining a healthy and safe workplace.
- Review the effectiveness of safety and health in the workplace.

4. Review safety and health procedures in workplaces

- Prepare to undertake a review of safety and health in the workplace.
- Carry out a review of safety and health implementation

5. Promote a safety and health culture within the workplace

- Develop plans to create a safety and health culture in the workplace.
- Implement plans to create a safety and health culture in the workplace.

6. Investigate and evaluate accidents, dangerous occurrence and complaints in the workplace

- Investigate workplace incidents and accidents.
- Make recommendations as a result of workplace investigations.

7. Conduct an assessment of risks in the workplace

- Identify hazards in the workplace.
- Assess the level of risk and recommend an action
- Review workplace assessment of risk

ADDITIONAL UNITS (OPTIONAL)

8. Ensure your own actions aim to protect the environment
9. Give customers a positive impression of yourself and your organisation

National / Caribbean Vocational Qualification

Levels 1 - 3



National/Caribbean Vocational Qualifications (N/CVQs) are work-related, competence-based certifications which employees (fulltime or part-time) and self-employed persons can gain after their performance of a work role has been successfully assessed against Occupational Standards by trained and certified Assessors.

WHAT ARE THE BENEFITS OF ACQUIRING A N/CVQ?

Employees and other individuals gain:

- cross-regional recognition of their knowledge and skills
- increased job satisfaction
- improved progress up the career ladder
- flexible route to getting qualified
- improved employability and transferability

Employers receive:

- improved employee performance/skills
- increased productivity
- improved quality of products and services
- improved employee motivation
- more cost-effective training
- better guarantee of job candidate's capability / capabilities

Our economy benefits through:

- labour mobility and transferability of skills within CARICOM
- enhanced workforce competitiveness
- the drive for common standards, similar to the International Organisation for Standardisation (ISO)
- competence being made explicit and the provision of a clear basis for international comparison
- information needs of employers about workforce competence being met