



# SITE-SPECIFIC SAFETY PLANNING

**7** CERTIFICATE CREDITS

A one-day course that provides training on the Site-Specific Safety Planning process

Site-Specific Safety Plans (SSSPs) improve and contribute to project productivity in many ways. Safety plans communicate site safety responsibilities and expectations to all parties, and also form agreements on required safety activities between main contractors and subcontractors. The SSSP is also an excellent monitoring tool for recording safe onsite activities.

## Who Should Attend This Course?

Those involved in managing, following, providing, or screening SSSPs, including:

- › Site leaders (leaders at all levels – senior site staff, leading hands, foremen) and subcontractors, main contractors, quantity surveyors
- › Quantity surveyors
- › Passport-level trainees – those who have completed a Passport course and are ready to upskill their health and safety training level and competency

Under the Health and Safety at Work Act, all parties on site must coordinate their activities. One of the best tools to achieve this is the SSSP.

The SSSP consists of nine forms, templates and registers – covering most of the health and safety requirements a construction contractor will need to communicate their work on one specific site project. The course provides an overview of all likely documentation contractors will need in site-specific safety planning, with a focus on the most important forms.

The SSSP has become a compulsory requirement for many New Zealand contractors working on sites nationwide. The Site-Specific Safety Planning course helps main contractors and subcontractors to develop and implement a robust Task Analysis and SSSP.

## Course Objectives

- › Complete, develop and implement Task Analysis/Safe Work Method Statements and SSSP to best practice requirements
- › Introduce workers to the behavioural and cultural aspects of safety – what really drives safety performance
- › Provide an opportunity to further expand and grow Passport-level health and safety knowledge and competencies

The course also explores the many ‘non-accident’ benefits that are achieved when safety responsibilities are met. It examines what drives a culture of safety on site, the accountability process and the impact positive consequences have on worker behaviour.

## Course Outline

- › Understanding and completing Task Analysis/Safe Work Method Statements and SSSP
- › Learn through relevant case studies and real construction industry tasks
- › Safety culture – what it is, and what drives it
- › Recognising the full company and site benefits of excellence in safety performance
- › The hazard management process and site leader responsibilities

## Safety Culture

This course examines the three influences of safety culture:

1. Belief in the benefits of safety
2. Communication and accountability
3. Behaviour change

The organisational drivers of safety culture (leadership, behaviour and systems) are examined so that course participants are given the tools to introduce positive changes when back at site.

## Improving and Updating Health and Safety Knowledge

To ensure trainees who complete the course are kept up-to-date with best practice developments in health and safety, completing another Site Safe course every two years is required. The next logical step after this course would be to attend the Supervisor course.

## ASSESSMENT

ON COURSE AND TAKE HOME ASSIGNMENT

## On Completion Receive:

- › A silver Site Safety Card (Passport) that indicates your level of training and gives you access to site (valid for two years)
- › A complete course workbook including details of all course information, course activities and a SSSP
- › 7 credits towards the Health and Safety in Construction programme leading towards the NZQA New Zealand Certificate in Workplace Health and Safety Practice Level 3 (40 credits required to graduate)
- › Licensed Building Practitioner points (8 hours of training = 8 points)