

MAINTAIN AND MONITOR SHEQ SYSTEMS AND PROCEDURES

Duration:	2 days
Target:	Candidates competent in NQF Level 3
Prerequisite:	NQF Level 3
NQF Info:	NQF Level 4
Qualification:	Towards the Further Education and Training Certificate in Plastics Manufacturing / National Certificate in Polymer Composite Fabrication NQF Level 4
Credits:	9
Certification:	merSETA-accredited Plastics SA Certification

Unit Standards

- Monitor the application of safety health and environmental protection procedures [13224]
- Maintain the quality assurance system [13235]

Objective of Learning Programme

To monitor the application of safety, health and environmental protection procedures and ensure the application of quality assurance procedures in the area of responsibility. To maintain the quality system, and develop and adapt quality procedures to address quality problems.

Outcomes

At the end of the learning programme, learners will be able to

- Monitor adherence to safe and environmentally friendly work practices by work team.
- Coach work team in their statutory rights and responsibilities and in safety indicators
- Promote and maintain preventive measures in area of responsibility
- Evaluate and suggest changes to the system
- Compile reports on safety, health and environmental issues in area of responsibility
- Monitor the adherence to quality assurance standards and procedures by team members. Maintain quality documentation and instruments. Evaluate quality procedures, identifying areas of concern and suggest improvements
- Develop and adapt quality procedures to address quality problems and/or meet changing requirements
- Compile reports on quality assurance issues in area of responsibility

Contents

- Safety indicators and emergency procedures are demonstrated
- Equipment in area of responsibility is operated safety according to equipment specifications and workplace procedures
- Hazardous materials are handled and disposed of according to workplace requirements
- Personal protective equipment is worn as required by work team
- Legislative requirements and responsibilities as well as company safety, health and environmental policies and procedures, are known.
- SHEQ Reports are regularly compiled. Monitoring activities are consistent and systematic
- Quality assurance procedures are regularly reviewed
- Team members are up-to-date on quality assurance requirements and their responsibilities regarding quality assurance. Quality reports are compiled regularly according to company requirements and agreed procedures

Assessment and Certification

- Workplace Experience Assignments to be submitted within two weeks following training. A Plastics|SA Certificate of Competence is issued to successful candidates.
- Relevant credits may be awarded to successful learners upon merSETA due approval process.