

Unit 504

Develop and implement proactive monitoring systems for health and safety

UAN:	L/602/2239
Level:	5
Credit value:	10
GLH:	47
Relationship to NOS:	This unit is linked to HSP7 Develop and implement proactive monitoring systems for health and safety.
Assessment requirements specified by a sector or regulatory body:	This unit is endorsed by ProSkills, the Sector Skills Council for Health and Safety.
Aim:	This unit enables the learner to develop and implement health and safety proactive performance monitoring systems and review and respond to health and safety proactive performance monitoring outcomes.

Learning outcome	The learner will:
	1. be able to devise inspection and monitoring systems for health and safety proactive performance monitoring
Assessment criteria	
	The learner can: 1.1 develop workplace inspection and monitoring systems and procedures to include: <ul style="list-style-type: none">• methodology• frequency• compliance with health and safety regulations• organisational requirements 1.2 assess the competence needs of the people who will carry out the inspection and monitoring in the organisation 1.3 plan in conjunction with others the implementation of appropriate inspection and monitoring systems in the organisation 1.4 identify any relevant monitoring equipment that may be required 1.5 review health and safety statutory records and records initiated by the organisation for proactive performance monitoring 1.6 analyse all internal documentation and records to ensure proactive monitoring is appropriately managed 1.7 involve managers, employee representatives and employees in health and safety proactive monitoring systems and procedures

1.8 maintain appropriate records of health and safety proactive monitoring systems and outcomes.
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Learning outcome	The learner will:
2. be able to keep stakeholders informed of health and safety proactive performance monitoring outcomes	
Assessment criteria	
The learner can:	
2.1 inform directors, senior, line, functional and technical managers, employee representatives and employees of the outcomes of health and safety proactive performance monitoring of the organisation	
2.2 prepare reports of the outcomes of health and safety proactive performance monitoring of the organisation	
2.3 interpret to non-specialist audience the outcomes of health and safety proactive performance monitoring of the organisation	
2.4 propose recommendations based on the outcomes of health and safety proactive performance monitoring of the organisation	
2.5 respond to the requirements of the regulatory authorities in respect of the outcomes of health and safety proactive performance monitoring of the organisation.	

Learning outcome	The learner will:
3. understand how to develop and implement proactive monitoring systems for health and safety	
Assessment criteria	
The learner can:	
3.1 describe the nature and role of active health and safety monitoring systems within the organisation	
3.2 present the rationale for proactive monitoring systems for health and safety	
3.3 describe the whole range of monitoring equipment	
3.4 explain sampling routines	
3.5 explain the procedure for workplace inspections and activity observations	
3.6 explain the principles of effective written and verbal communication	
3.7 explain how to respond to the health and safety needs of others	
3.8 describe external factors influencing active health and safety monitoring systems:	
<ul style="list-style-type: none"> • health and safety statutory requirements and industry best practice for proactive monitoring systems and documentation • quality management requirements for documentation. 	

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Supporting information

Guidance

Outcome 1

- The learner will have an autonomous role in their organisation for managing health and safety policy and practice.
- They will report directly to the senior management team and have direct access to the responsible person.
- They will be responsible for developing and implementing policies to ensure their organisation is compliant with all current legislation in a workplace with complex risks.
- They will demonstrate effective communication with people at all levels and explain why attitudes to health and safety must change and the method of achieving this.
- They will accurately identify where changes need to be made by researching information from workplace data, policies, risk assessments, reviews, minutes of meetings, incident reports and any other source including those externally generated.
- They will review all available records both internally generated and those required by external bodies to inform the planning and implementation of the system.
- They will involve all employees in the process to ensure complete understanding and acceptance of ownership.

Outcome 2

- The learner will keep management team and employee representatives informed to ensure complicity and acceptance of ownership.