



All qualifications and part qualifications registered on the National Qualifications Framework are public property. Thus the only payment that can be made for them is for service and reproduction. It is illegal to sell this material for profit. If the material is reproduced or quoted, the South African Qualifications Authority (SAQA) should be acknowledged as the source.

**SOUTH AFRICAN QUALIFICATIONS AUTHORITY
REGISTERED UNIT STANDARD:**

Demonstrate knowledge pertaining to the preparation, conducting, recording and follow-up actions of a planned task observation in a working place

SAQA US ID	UNIT STANDARD TITLE			
120337	Demonstrate knowledge pertaining to the preparation, conducting, recording and follow-up actions of a planned task observation in a working place			
ORIGINATOR				
SGB Occupational Health and Safety				
PRIMARY OR DELEGATED QUALITY ASSURANCE FUNCTIONARY				
-				
FIELD			SUBFIELD	
Field 09 - Health Sciences and Social Services			Preventive Health	
ABET BAND	UNIT STANDARD TYPE	PRE-2009 NQF LEVEL	NQF LEVEL	CREDITS
Undefined	Regular-Fundamental	Level 3	NQF Level 03	2
REGISTRATION STATUS		REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Reregistered		2018-07-01	2023-06-30	SAQA 06120/18
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT		
2024-06-30		2027-06-30		

In all of the tables in this document, both the pre-2009 NQF Level and the NQF Level is shown. In the text (purpose statements, qualification rules, etc), any references to NQF Levels are to the pre-2009 levels unless specifically stated otherwise.

This unit standard does not replace any other unit standard and is not replaced by any other unit standard.

PURPOSE OF THE UNIT STANDARD

Persons credited with this unit standard will be able to demonstrate knowledge pertaining to the preparation, conducting, recording and follow-up actions of a planned task observation at a working place.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

- Communications at NQF Level 2
- Mathematical Literacy at NQF Level 2

UNIT STANDARD RANGE

All the Specific Outcomes and Associated Assessment Criteria are assessed in accordance with specified requirements and - where applicable - consequences to health and safety.

Specified requirements include legal and site-specific requirements and are contained in one or more of the following documents:

Legal:

- Mine Health and Safety Act
- Occupational Health and Safety Act
- Chief Inspector of Mines' Directives

Site-specific:

- Health and safety agreements
- Codes of practice
- Standards
- Standards task procedures
- Risk Assessments procedures
- Occupational Health and Safety Risk Management Programme
- Managerial Instructions
- Mine Standard Procedures
- List of Recorded OH&S Risks
- Working Guides / Permits

- MSDS
- Equipment and Materials Specifications

Specific Outcomes and Assessment Criteria:

SPECIFIC OUTCOME 1

Demonstrate knowledge of how to prepare for planned task observation at a working place.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The purpose of a planned task observation is explained.

ASSESSMENT CRITERION 2

The importance of listing tasks from occupations is explained.

ASSESSMENT CRITERION 3

The critical task inventory compilation is explained.

ASSESSMENT CRITERION 4

The process of compiling safe operating procedures and the resources required is explained.

ASSESSMENT CRITERION 5

Scheduling the planned task observation is explained.

ASSESSMENT CRITERION 6

The fact that past history should be taken in account prior to performing the planned task observation is explained.

SPECIFIC OUTCOME 2

Conduct a planned task observation at a working place.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The correct selection and use of tools and equipment is demonstrated when conducting a planned task observation.

ASSESSMENT CRITERION 2

Findings are recorded and immediate feedback is given.

ASSESSMENT CRITERION 3

The conducting of a planned task observation is performed in a manner that fosters teamwork and avoids conflict.

SPECIFIC OUTCOME 3

Record and follow-up.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The findings of the planned task observation are recorded and communicated.

ASSESSMENT CRITERION 2

The follow-up actions are implemented accordingly.

ASSESSMENT CRITERION 3

Follow-up actions are implemented in a manner that will foster teamwork and avoid conflict.

UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS

- Anyone assessing a learner against this unit standard must be registered as an assessor with the relevant ETQA or ETQA that has a Memorandum of Understanding in place with the relevant ETQA.

- Any institution offering learning that will enable achievement of this unit standard must be accredited as a provider by the relevant ETQA or ETQA that has a Memorandum of Understanding in place with the relevant ETQA.
- Moderation of assessment will be overseen by the relevant ETQA according to the moderation guidelines and the agreed ETQA procedures.

UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE

N/A

UNIT STANDARD DEVELOPMENTAL OUTCOME

N/A

UNIT STANDARD LINKAGES

N/A

Critical Cross-field Outcomes (CCFO):

UNIT STANDARD CCFO IDENTIFYING

Solve problems. By investigating incidents, the individual will be required to embark on remedial action, which requires problem solving.

UNIT STANDARD CCFO WORKING

Work effectively with others as a member of a team / group / organization / community. The individual will have to take reasonable care of oneself and other's safety in the workplace, which shows concern for entire team and not only oneself.

UNIT STANDARD CCFO ORGANISING

Organise and manage oneself and one's activities responsibly and effectively. As part of the team, the individual will take into account the activities around him/her and ensure that his/her actions are complementary.

UNIT STANDARD CCFO COLLECTING

Collect, organize and critically evaluate information. When investigating incidents, the individual will have to collect and organise information in such a way that he/she will be able to evaluate it and make decisions.

UNIT STANDARD CCFO COMMUNICATING

Communicate effectively using visual, mathematics and language skills in the modes of oral and written presentations. Remedial action resulting from the investigation, must be communicated to all relevant persons.

UNIT STANDARD CCFO SCIENCE

Use science and technology effectively and critically (showing responsibility toward the environment and health of others). Science and technology are used at the appropriate level, e.g. in interpreting data.

UNIT STANDARD CCFO DEMONSTRATING

Demonstrate an understanding of the world as a set of related systems. He/she must understand the impact of his/her or others' actions in the overall objectives of the workplace.

UNIT STANDARD ASSESSOR CRITERIA

N/A

REREGISTRATION HISTORY

As per the SAQA Board decision/s at that time, this unit standard was Reregistered in 2012; 2015.

UNIT STANDARD NOTES

N/A

QUALIFICATIONS UTILISING THIS UNIT STANDARD:

	ID	QUALIFICATION TITLE	PRE-2009 NQF LEVEL	NQF LEVEL	STATUS	END DATE	PRIMARY OR DELEGATED QA FUNCTIONARY
Core	59549	National Certificate: Strata Control Operations	Level 2	NQF Level 02	Reregistered	2023-06-30	MQA
Core	77063	National Certificate: Construction Health and Safety	Level 3	NQF Level 03	Reregistered	2023-06-30	CETA
Core	79806	National Certificate: Occupational Hygiene and Safety	Level 3	NQF Level 03	Reregistered	2023-06-30	As per Learning Programmes recorded against this Qual

Core	60369	National Certificate: Strata Control Operations	Level 3	NQF Level 03	Reregistered	2023-06-30	MQA
Elective	74269	National Certificate: Occupational Health, Safety and Environment	Level 2	NQF Level 02	Reregistered	2023-07-30	As per Learning Programmes recorded against this Qual
Elective	66329	National Certificate: Lumber Milling	Level 3	NQF Level 03	Reregistered	2023-06-30	FPMSETA
Elective	66709	National Certificate: Rail Operations (Functional Yard Operations)	Level 3	NQF Level 03	Reregistered	2023-06-30	TETA

PROVIDERS CURRENTLY ACCREDITED TO OFFER THIS UNIT STANDARD:

This information shows the current accreditations (i.e. those not past their accreditation end dates), and is the most complete record available to SAQA as of today. Some Primary or Delegated Quality Assurance Functionaries have a lag in their recording systems for provider accreditation, in turn leading to a lag in notifying SAQA of all the providers that they have accredited to offer qualifications and unit standards, as well as any extensions to accreditation end dates. The relevant Primary or Delegated Quality Assurance Functionary should be notified if a record appears to be missing from here.

1. Academy for Construction Skills (Pty) Ltd (ACS)
2. Africa Training Centre
3. Amokoro Training (PTY) Ltd
4. Aveng Grinaker -LTA Civil Engineering
5. AVUXENI COMPUTER ACADEMY KZN
6. BANA BA THARI MINING TRADING AND DEVELOPMENT ACADEMY
7. Buna Construction And Projects
8. Certified Training Solutions (Pty) Ltd
9. CLEAN HEAT ENERGY SAVING SOLUTIONS (PTY) LTD
10. Dego Consultants
11. DIGGERS TRAINING AND DEVELOPMENT SERVICES
12. Ditlotlo Trading Enterprise
13. Dreyer and Dreyer Risk Solutions
14. Eastcape Training Centre
15. EFS Skilled Labour Training (BRITS) (TP)
16. Elite Operator and Skills Training
17. Emcare
18. ESS HOLDINGS (PTY) Ltd
19. FOSKOR (PTY) LTD
20. GEOSTRAT TRAINING

21. imithetho labour law
 22. Kephama Trading Enterprise
 23. Lamus Training Academy Pty Ltd
 24. Legal Environment Safety & Health Requirements cc
 25. Lerumo La Setshaba
 26. Masima Training Sa Cc
 27. Matimba Rigging & Training (SECUNDA) (TP)
 28. Mavco Engineering
 29. MODIKWA MINING PERSONNEL SERVICES PTY L TD
 30. MOYATAU COMMUNITY DEVELOPMENT
 31. MURRAY & ROBERTS CEMENTATION (PTY)LTD
 32. Nokaneng Environmental Management Consulting
 33. NOLOSHA
 34. Nomagwanishe Investments cc
 35. Northern Cape Rural TVET College
 36. P.MAB MANAGERS AND PROJECTS (PTY) LTD
 37. PALABORA COPPER (PTY) LTD
 38. Platorand Training Centre
 39. SAFETY TRAINING PRACTITIONERS PTY LTD
 40. SIBANYE GOLD ACADEMY PROPRIETARY LIMITED
 41. The Skills Matrix cc
 42. Tirhani SkillsTraining Pty Ltd
 43. Tius Consultants
 44. Tovani Traiding 299
 45. Training Force (Pty) Ltd
 46. VEB CELE & Associates (Pty) Ltd
 47. WESTERN PLATINUM MINE
 48. WHSE Training College
 49. XTRACT TRAINING SERVICES (SA)(PTY)LTD
 50. York Timbers Pty Ltd
 51. Zibuyile Consulting and Projects (Pty) Ltd
-

All qualifications and part qualifications registered on the National Qualifications Framework are public property. Thus the only payment that can be made for them is for service and reproduction. It is illegal to sell this material for profit. If the material is reproduced or quoted, the South African Qualifications Authority (SAQA) should be acknowledged as the source.