

Minimum Stage Requirements Towards Achieving Operate Safe's Accredited Contractor Status

Companies participating in the Operate Safe system are expected to progress beyond minimum requirements. The system should be viewed as a 3-stage programme in terms of developing employee competencies.

Stage I	<p>Generally 3 - 6 months</p> <ul style="list-style-type: none"> • Applicant Company registered to achieve ACC Secondary Accreditation or higher under the Workplace Safety Management Practices Programme. • Company provides Operate Safe with a completed Information form and employee number schedule, and authorizes ACC's confidential release of the company's claims statistics to Operate Safe • Company certifies successful internal audit to the ACC Self Assessment Guide including the additional criteria of the Operate Safe audit guidelines • Company certifies that all operational employees (employees performing non-office duties and with service longer than 3 months over the past 12 months) have achieved and been issued with Induction Cards (Red)
Stage II	<p>Generally within 12 months of achieving Stage I</p> <ul style="list-style-type: none"> • Company certifies that all relevant operational employees who have held an induction card (Red Card) for more than 6 months have been assessed as being competent to the operations (Bronze Card) level and where applicable the supervisions (Silver Card) level; also that these employees have attended the most recently held bi-annual Health & Safety Update Course.
Stage III	<p>Generally approximately 6 months after achieving Stage II</p> <ul style="list-style-type: none"> • Company achieves ACC WSMP programme, secondary level or higher • Applicant company becomes an Operate Safe Accredited Contractor • If Company ACC claims history is below industry average, company has work plans in place to better industry average

Employee training and recognition of new competencies will be an ongoing activity following accreditation as an Operate Safe accredited contractor. Participating companies are expected to set objectives relating to employee holders of the Operations (bronze), Supervision (silver) and Management (gold) cards (yet to be developed). As part of these objectives all employees are required to attend a bi-annual Operate Safe Health & Safety Update course. These objectives and their achievement level are expected to be available for subsequent renewal audits.