



SafeWork NSW

Information Pack

Inspector Career Progression Model

DOCUMENT CHANGE CONTROL

Please note significant document changes with a version increment of 1.0. Minor administrative changes, where the meaning or intention of the document is not altered should increase by an increment of 0.1.

Version	Date	Authors	Summary of Changes
1.0	23/8/13	Business Partner	Draft
1.1	26/8/13	Business Partner	Minor wording changes suggested by WHS Exec
1.2	27/8/13	Business Partner	Changes requested by the PSA including addition of benefits for the new model, change of names for different pathways, addition of Comparative Assessment to all pathways.
1.3	4/9/13	Business Partner	Minor wording changes suggested by WHS Exec. Moved attachment 1 to attachment 4.
1.4	10/9/13	Business Partner	Addition of Process Safety State Inspector position into pathways. Addition of line numbers for the purpose of WCG feedback
2.0	4/11/2013	Business Partner	Coordination of feedback received via RTO consultative group
2.1	5/11/2013	Business Partner	Changes as agreed with PSA in a meeting held on 5/11/2013
2.2	11/11/13	Business Partner	Updated the Pathway register (re email from TR)
2.3	12/11/2013	Business Partner	Updated amendments in accordance with feedback from PSA
2.4	11/1/15	Director, Specialist Services – Safe Work NSW	Updated amendments in accordance with feedback from the Inspector Career Progression Model Competency Reference Group.
2.5	4/6/15	Business Partner	Updated amendments from Hiring Managers and senior managers
2.6	31/8/15	Business Partner	Updated amendments in accordance with feedback from PSA
2.7	22/9/15	Director Service and Advice – People and Culture	Updated amendments in accordance with feedback from PSA

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Background

The information in this section provides context to this document and the discussions between the parties that gave rise to the amendment to Schedule 3 of the Memorandum of Understanding of the Crown Employees (Office of the WorkCover Authority – Inspector's 2007) Award ("the Award").

Changes have been implemented to further enhance services, programs and capabilities of Work Health and Safety Division (WHS Division), to increase the competitiveness of the NSW economy through productive, healthy and safe workplaces.

The WHS Division is being repositioned to be able to effectively respond to legislative reforms, customer needs and challenges in its business environment.

The key innovations to the business and workforce include:

1. A new operating model and culture change initiative to strengthen the capacity of staff to deliver services that are responsive to the needs of customers and the NSW community
2. Improved management structure and leadership capability for the delivery of specialised expertise and services
3. Improved recognition and support for specialised expertise within the WHS Division
4. Responsive regional services through the better use of resources and service delivery methods (including office amalgamations and cross-divisional partnerships that support 'whole of organisation' service delivery)

One of the key outcomes of the realignment is the establishment of new roles dedicated to technical/ speciality roles at the Principal Inspector level and above. It is anticipated that these roles will be filled from our own internal capability. These new roles are in addition to roles already established at Principal Inspector level and above.

Current provisions within the Inspector's Award and Memorandum of Understanding (MoU) require individuals to possess certain vocational competencies and qualifications prior to being eligible to be appointed to roles; I.e. Senior Inspector level and above.

The Safework NSW executive management team have been meeting regularly with the Public Service Association (PSA) to work through provisions contained within the MoU that deal with pre-requisite vocational competencies for the roles of Senior Inspectors and above.

Benefits

The proposed changes to Schedule 3 of the MoU will have widespread benefits including:

- Enable SafeWork NSW to be more responsive to legislative reforms, customer needs and challenges in its business environment
- Broaden career opportunities
- Enable direct recruitment to specialist roles
- Provide for recognition of other skills and qualifications
- Recognise our employees who have skills that have not previously been recognised
- Recognition of prior learning
- Improve frontline service delivery

Key changes

The proposed key changes include:

- Competency levels for all Senior Inspectors - Inspectors will now be required to obtain two competencies towards the Advanced Diploma
- Competency levels for all Principal Inspectors - Inspectors will now be required to obtain any five units of competencies towards the Advanced Diploma.
- Assessment - Inspectors will be assessed progressively towards the Diploma throughout the year rather than at the end of the 12 month period
- Establishment of a tertiary/VET career pathway for Principal Inspector level and above
- Establishment of professional accreditation career pathway for Principal Inspector level and above

The Inspector Career Progression model

In 2013, temporary changes were made to the Inspector's Memorandum of Understanding (MOU). Since 2013, extensive consultation involving WorkCover's RTO Consultative Group (WCG), Inspectors, people leaders, the PSA and the Vocational Branch has resulted in the development of an Inspector career progression model that now has three career pathways for Principal Inspectors, Assistant State Inspectors and State Inspectors.

Competency Units

The competency units to be attained by an Inspector will be those developed in consultation with the National Workplace Inspector Training & Development Reference Group and published in the Public Sector Training Package.

The WorkCover RTO will determine from time to time, following consultation with the Competency Reference Group, currently known as the WorkCover RTO Consultative Group, the competency units to be attained by an Inspector for progression to Senior Inspector and Principal Inspector and for appointment as an Assistant State Inspector to State Inspector as per Clause 16.4 of the Award.

The obtaining of Statements of Attainment in each of the competency units and the order in which they are obtained is a decision of the Inspector.

Career Pathways

There are three (3) career pathways available for an Inspector to be eligible for the Inspector classifications of Principal Inspector, Assistant State Inspector and State Inspector:

1. Competency Pathway (*Vocational qualification*)

Senior Inspector – Attainment of two (2) units of competency from the Advanced Diploma of Government (Workplace Inspection).

Principal Inspector – Attainment of an additional three (3) units of competency from the Advanced Diploma of Government (Workplace Inspection). A total of five (5) units of competency are required for this level.

Assistant State Inspector – Attainment of an additional five (5) units of competency from the Advanced Diploma of Government (Workplace Inspection). A total of 10 units of competency are required for this level.

State Inspector – Attainment of an additional five (5) units of competency from the Advanced Diploma of Government (Workplace Inspection). A total of 15 units of competency are required for this level.

The packaging rules for the Advanced Diploma of Government (Workplace Inspection) require the completion of fifteen (15) units of competency; nine (9) core units and six (6) elective units. Inspectors will need to ensure they meet the packaging rules when selecting competency units.

2. Tertiary/Vet Pathway (*Tertiary/Vet qualification + industry experience + specified competency qualification within the first 12 months*)

Principal Inspector – Minimum Certificate IV in a relevant qualification and relevant industry experience and the Diploma of Government (Workplace Inspection) or attainment of the Diploma of Government (Workplace Inspection) within 12 months after appointment as a Principal Inspector.

Assistant State Inspector – Minimum Advanced Diploma in a relevant qualification and relevant industry experience and the Diploma of Government (Workplace Inspection) or attainment of the Diploma of Government (Workplace Inspection) within 12 months after appointment as a Assistant State Inspector.

State Inspector – Minimum Bachelor degree in a relevant qualification and relevant industry experience and the Diploma of Government (Workplace Inspection) or attainment of the Diploma of Government (Workplace Inspection) within 12 months after appointment as a State Inspector.

3. Professional Accreditation Pathway (*Certification or membership in a relevant association + industry experience + specified vocational qualification within the first 12 months*).

Eligibility for the roles of Principal Inspector, Assistant State Inspector and State Inspector can also be attained through:

- 1) relevant accreditation from an identified professional membership association under a competency based framework and;
- 2) relevant industry experience and;
- 3) attainment of the Diploma of Government (Workplace Inspection) within 12 months after appointment.

It should be noted that these pathways are in addition to any requirements stated in the relevant clauses of the Crown Employees (Office of the WorkCover Authority – Inspector’s 2007) Award.

For further information and details regarding the Tertiary and Professional Accreditation Pathways (above) refer to the related documentation.

Related documentation

An agreed document titled *Information Pack –Inspector Career Progression Model* outlines the pathways for career progression including details of relevant qualifications, relevant professional associations and a relevant experience guide.

Competency Reference Group

The parties agree that there will be a Competency Reference Group, currently known as ‘The WorkCover RTO Consultative Group’, that will provide a consultative forum during the development, continuous improvement and implementation of learning activities, competency evidence requirements including identification of relevant qualifications and professional associations and assessment processes of the WorkCover RTO. It will be governed by the WorkCover RTO Consultative Group Charter and will have the following membership:

- (a) a delegate of the WorkCover RTO
- (b) two management representatives - one from SafeWork NSW Operations and one from the Specialist Services Group (SSG) - nominated by the Executive Director, SafeWork NSW
- (c) three inspector representatives nominated by the Public Service Association WorkCover Safety Inspectors Vocational Group (VG) with one being an inspector who obtained their Diploma in Government (Workplace Inspection)

- or earlier qualification
- (d) one Inspector who has mentored an Entry Level Inspector
- (e) one inspector who has obtained competencies under the Advanced Diploma of Government (Workplace Inspection) i.e. Senior, Principal, Assistant State Inspector or State Inspector competencies.
- (f) One inspector that has obtained competencies through the tertiary/VET pathway or the professional accreditation pathway

The members of the Competency Reference Group will also meet to discuss and make recommendations to Safety Return to Work and Support in its role as the representative of the employer of Inspectors on matters considered relevant to the career pathways of Inspectors including:

- (a) the selection of competency units to be assigned at each Inspector classification level
- (b) the evidence requirements and design of each assessment instrument to be used to determine the competence of an Inspector
- (c) Identification of relevant qualifications and professional associations
- (d) the processes involved in the assessment of competencies, qualifications and professional associations for Inspectors
- (e) the form and content of the Information Pack associated with career progression for Inspectors
- (f) consultation on the details associated with the administration of the Tertiary and Professional Accreditation Pathways.

The frequency of meetings, the date, time and location of meetings and the matters to be discussed at meetings are matters for the Competency Reference Group to decide.

FAQ's

Q. Who will pay for me to complete the Diploma of Government (Workplace Inspection)?

A. SafeWork NSW will pay for this if you are successful in securing employment.

Q. In merit selection, who assesses my technical ability?

A. A suitably qualified selection panel will be convened in accordance with the 'Recruitment & Selection' policy, and will include an appropriately identified technical specialist

Q. Do I have to have both the tertiary requirements and the professional membership?

A. No, you can be eligible to apply for progression through one of the pathways; you do not need to meet the requirements for more than one pathway.

Q. What should I include to demonstrate relevant industry experience?

A. You need to provide details including currency of information, the ability for the information to be authenticated, demonstrated examples of skills and expertise as directly related to the role.

Q. Do I need to be a member of a Professional Association, or just be eligible for membership, to apply for a position?

A. If you are not already a member then a statement of eligibility would be accepted at application, however confirmation of membership will be required upon appointment to a role.

Q. Does my Professional Association membership have to be maintained?

A. No it does not need to be maintained, however this would be desirable. SafeWork NSW would support individuals in retaining their membership.

Q. I have received my certificate of training from a professional association. Does this meet the requirements?

A. No. You need to contact the association to arrange to be assessed in order to obtain certification.

Q. Can I come in through the specialist stream and transfer to the generalist?

A. The following requirements will apply if considering a transfer to a generalist role:

- a. A vacant position would need to be available
- b. You would need to possess the required competency commensurate to the role's classification i.e. Diploma or Advanced Diploma of Government (*Workplace Inspection*)
- c. Merit-selection processes apply to SI and ASI roles

Q. Can I transfer from a generalist role to a specialist role?

A. Only if there is a vacant position available and you meet the requirements of the role and any eligibility requirements as per the Award. For example, if there is a vacant State Inspector role you need to meet one of the pathway requirements and win the role via merit selection.

Q. Is there an opportunity to rotate into a specialist role as a learning opportunity?

A. No. Specialist roles have specified requirements. You could apply on merit when a role becomes available.

Q. The document doesn't talk about roles in Operations or BSP. If I am an Inspector in those areas, can I use the tertiary pathway or professional accreditation pathway to progress to Principal Inspector?

A. Yes. Any inspector who meets the requirements for the role – such as qualification and experience can apply for progression. You would also need to demonstrate that you meet any other requirements mentioned in the Award or MoU.

Q. Relevant industry experience is listed as a requirement for progression. Is this measured by external industry experience or can a current Inspector use interaction with certain industries to demonstrate industry experience? i.e. work in construction as industry experience for progression within construction?

A. Yes, Industry experience relates to the discipline for the position e.g. An inspectors experience in construction while an Inspector, could be put forward as evidence of their experience to be considered for the position of State or Assistant State Inspector (construction).

Professional Accreditation Associations

Human Factors & Ergonomics Society of Australia (HFESA)

The Human Factors and Ergonomics Society of Australia Inc (HFESA) is the professional organisation of ergonomists and human factors specialists in Australia. Its purpose is to promote the principles and practice of ergonomics throughout the community. Ergonomists contribute to the design and evaluation of tasks, jobs, products, environments and systems in order to make them compatible with the needs, abilities and limitations of people.

Affiliate – applicants must be interested in ergonomics and human factors.

Member – applicants must have approved tertiary qualifications in ergonomics as determined by the Board and one year's pre- or post-qualification experience in ergonomics, or tertiary qualifications in a related discipline (as determined by the Society's Board) and two years' substantiated experience in ergonomics, and currently practicing in ergonomics.

Safety Institute of Australia (SIA)

The Safety Institute of Australia Ltd is Australia's professional body for health & safety professionals. With over 60 years' experience and a membership of over 4,500, the SIA aims to develop, maintain and promote a body of knowledge that defines professional practice in OHS.

Chartered Professional Member (CPMSIA) - Applicants must have a minimum of a Graduate Diploma in OHS, 3 years minimum full time experience in an OHS role, 300 equivalent CPD points and provide the details of 2 referees.

Fellow (FSIA) - Applicants must have a minimum of a Graduate Diploma in OHS, 9 years minimum full time experience in an OHS role, 900 equivalent CPD points and provide the details of 2 referees.

Chartered Fellow (CFSIA) - A Chartered Fellow is the peak professional graded membership of the SIA. Applicants must already be a graded member with the SIA before applying for CFSIA. Once this requirement is met they will be enrolled in the Chartered Fellow Program.

Global Exemplar (formerly RABQSA) - OHS Auditor/Inspection Certification

AS/NZS ISO 19011

The Registrar Accreditation Board Quality Society of Australasia International Inc (RABSQA) is accredited by the Joint Accreditation System of Australia and New Zealand (JAS-ANZ) as meeting the requirements of the International Standard for personnel certification bodies, ISO/IEC 17024:2003 General requirements for bodies operating the certification of persons. The Occupational Health and Safety (OHS) Auditor Certification Scheme developed by RABSQA provides International recognition for auditors of OHS

systems who conduct audits using national standards or regulatory requirements, or other standards and normative and industry references, recognised by RABSQA. There are five grades of OHS Auditor certification, with the top three considered by WorkCover NSW to align with the Inspector levels of State Inspector, Assistant State Inspector and Principal Inspector.

Business Improvement Auditor - grade recognises that an applicant has demonstrated lead auditor competence and knowledge on the application and benefits of business improvement and risk management tools. It requires completion of relevant tertiary education, two years' work experience, four RABQSA knowledge competency units or equivalent, a personal attributes PAAS Master Examination and a skills competency assessment (under auditing on-site conditions).

Lead Auditor - grade recognises that an applicant has demonstrated auditor competence and can lead an audit team. It requires completion of relevant tertiary education, two years' work experience, three RABQSA knowledge competency units or equivalent, a personal attributes PAAS Master Examination and a skills competency assessment (under auditing on-site conditions).

Principal Auditor - grade recognises that an applicant has demonstrated the competencies to conduct an OHS audit and perform either alone or as a member of an audit team. It requires completion of relevant tertiary education, two years' work experience, two RABQSA knowledge competency units or equivalent, a personal attributes PAAS Master Examination and a skills competency assessment (under auditing on-site conditions).

Scope of certification: OHSMS, Plant, Emergency Preparedness, Occupational Hygiene, Ergonomics, Dangerous Goods, OHS Compliance, Injury Management and Hazardous Substance audits.

Add note about difference between the course certificate and the accreditation certificate. The accreditation certification is the requirement.

Engineers Australia

Engineers Australia is the national forum for the advancement of engineering and the professional development of our members. With over 100,000 members embracing all disciplines of the engineering team, Engineers Australia is the largest and most diverse professional body for engineers in Australia.

Professional Engineer (MIEAust) – completion of an Engineers Australia-accredited four or more years engineering qualification in Australia, or equivalent, and minimum of three years acceptable work experience at the level of Professional Engineer

Engineering Technologist (TMIEAust) – completion of an Engineers Australia-accredited three-year engineering technology qualification in Australia, or equivalent, and minimum of three years acceptable work experience at the level of Engineering Technologist

Engineering Associate (AMIEAust) – completion of an Engineers Australia recognised two-year engineering associate qualification in Australia, or equivalent, and minimum of three years acceptable work experience at the level of Engineering Officer.

Australian Institute of Occupational Hygiene (AIOH)

Promoting the profession of occupational hygiene in industry, government and the general community. Improving the practice of occupational hygiene and the knowledge, competence and standing of its practitioners. Providing a forum for the exchange of occupational hygiene information and ideas. Promoting the application of occupational hygiene principles to improve and maintain a safe and healthy working environment for all

Associate Membership - A candidate for admission as an Associate Member of the Institute shall be required at the time of application: To be working in or have a professional interest in one or more of the following fields: occupational hygiene, occupational medicine, occupational health and safety, environmental health or in a closely allied field acceptable to Council; No minimum requirement for industry experience is required

Provisional Membership - An applicant may be considered for the grading of 'Provisional' where they meet the following conditions: To have a first degree or diploma in Science or Engineering acceptable to Council, At the time application of membership is made to be working in the field of occupational hygiene or one of its specialist branches, To have worked for at least one year in a professional capacity in the field of occupational hygiene or one of its specialist branches, °To demonstrate to the Council that an acceptable level of understanding of the basic principles of occupational hygiene has been achieved

Full Membership - An applicant may be considered for the grading of 'Full' where they meet the following conditions: To have a first degree or diploma in Science or Engineering acceptable to the Council, or an equivalent qualification acceptable to the Council At the time application for membership is made to be working in the field of occupational hygiene or one of its specialist branches To have worked for more than five years in a professional capacity in the field of occupational hygiene or one of its specialist branches To demonstrate to the Council that he/she possesses a satisfactory level of professional competence.

Royal Australian Chemical Institute (RACI)

RACI was founded in 1917 as both the qualifying body in Australia for professional chemists and a learned society promoting the science and practice of chemistry. RACI has over 6000 members with an extensive nationwide network and a presence in every State and Territory. Our members work across all Australian industrial sectors, in food and hygiene; climate and environment; energy and resources; analytical and forensic; health and biotechnology; education and the public service.

RACI Chartered Membership (MRACI CChem) - Individuals who have been awarded with a degree in chemistry or a chemistry-related discipline consisting of a minimum of three years academic study and have completed three years relevant experience working in a chemistry field or Individuals who do not hold a chemistry degree but have a minimum of six years relevant experience working in a chemistry field. Acceptance as a RACI Chartered Member (MRACI CChem) will be based on the recommendation of the RACI Assessment Committee.

Australian Institute of Dangerous Goods Consultants (AIDGC)

AIDGC is an independent industry body that exists for the benefit of the dangerous goods industry, regulatory authorities, government, business and the general community. Membership criteria ensures all our members: Are dangerous goods storage and handling specialists, Undertake ongoing professional development, Agree and adhere to a strict code of ethical behaviour, Have appropriate dangerous goods knowledge and demonstrated experience, Understand the regulations relevant to their expertise.

AIDGC Member - Must meet entrance requirements that include formal competency assessment and satisfying the AIDGC Board of an appropriate background of competence in the storage, handling and use of those classes/divisions of dangerous goods which are listed in the membership register. Industry Experience is required; however there is no minimum requirement

Relevant Experience

What is meant by relevant experience?

The intent of relevant experience is to recognize the years of work experience that may be directly or partially relevant to the position advertised.

Relevant experience must be reviewed on a case-by-case basis but as a general guide the following would be factors to be taken into account when considering what constitutes relevant experience.

- **The currency of the experience** – how recent, substantial and/or unbroken

For example, a person with a number of preceding years of unbroken work in the area advertised Vs. a person who may have not worked in the area for a number of years.

- **The magnitude of the experience** - the depth and or breadth of the experience

For example, a person may have broad experience across all aspects of the area or very specific experience in one or two aspects of the area Vs. a person who has limited experience across the area or has no specific experience in any one area.

- **The application of the experience** – putting the theory into practice

For example, a person is able to apply their knowledge and experience to solve complicated problems in the nominated area.

- **The reliability of the experience** – being able to work autonomously

For example, a person repeatedly works without instruction or supervision and often instructs others in work practices associated with the area of expertise.

Satisfactory Conduct and Performance

What is meant by Satisfactory Conduct & Performance?

Satisfactory conduct and performance is determined by a number of factors, including behaviour in the workplace, attendance and quality of work performed.

To determine whether an Inspector satisfies this requirement, the following will be taken into consideration:

- Adherence to any guidelines on performance and completion of performance systems issued by the Public Service Commission, Department of Finance Service and Innovation or SafeWork NSW
- Satisfactory Attendance
- Written confirmation of the above by the current People Leader. When an inspector has changed roles or the people leader has changed, the confirmation can be provided by a People Leader who has supervised the Inspector for at least 12 months continuously, within the last five (5) years.

Tertiary and Professional Accreditation Pathways Reference Document:

State Inspector Pathways

DISCIPLINE	TERTIARY PATHWAY	PROFESSIONAL ACCREDITATION PATHWAY	AQF
Self-insurer Auditing	<p>Bachelor Degree in one of the following: Work Health and Safety or Personal Injury/Claims Management</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months and attainment of OHS Management Systems (OHSMS) Business Improvement OHS Auditor level Certification within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead Auditor level (JAS-ANZ) in one of the following categories: OHSMS or Injury Management * • Safety Institute of Australia – Chartered Professional Member * <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment * Attainment of OHS Management Systems (OHSMS) Business Improvement OHS Auditor level within 12 months also required</p>	7
Third Party Verification	<p>Bachelor Degree in one of the following: Work Health and Safety, Building and Construction, Vocational Training & Assessment, Engineering</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead Auditor level (JAS-ANZ) in one of the following categories: Plant or OHS Compliance Audit • Engineers Australia – Professional Engineer • Safety Institute of Australia – Chartered Professional Member <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Asbestos & Demo	<p>Bachelor degree in one of the following: Science, Applied Science (Occupational Hygiene, Work/Occupational Health and Safety, Environment), Health Science</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Australian Institute of Occupational Hygienists (AIOH) - Full membership <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Construction	<p>Bachelor degree in one of the following: Engineering (Civil, Construction, Work/Occupational Health and Safety), Applied Science (Construction Management)</p> <p>PLUS relevant Industry Experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Engineers Australia – Professional Engineer • Safety Institute of Australia – Chartered Professional Member of SIA (CPM SIA): <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Dangerous Goods and Explosives	<p>Bachelor degree in one of the following: Chemical Engineering, Engineering, Science/Applied Science (Chemistry)</p> <p>PLUS relevant Industry Experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Australian Institute of Dangerous Goods Consultants (AIDGC) - Member • Engineers Australia – Professional Engineer • Royal Australian Chemical Institute (RACI) - Chartered Membership • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Dangerous Goods and Hazardous Substances <p>PLUS relevant Industry Experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Hygiene and Toxicology	<p>Bachelor degree in one of the following: Science/Applied Science (Chemistry), Health Science</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Australian Institute of Occupational Hygienists (AIOH) - Full membership • Royal Australian Chemical Institute (RACI) - Chartered Membership • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Dangerous Goods and Hazardous Substances <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7

DISCIPLINE	TERTIARY PATHWAY	PROFESSIONAL ACCREDITATION PATHWAY	AQF
Chemical Process Safety	<p>Bachelor degree in one of the following; Chemical Engineering, Engineering, Science,/Applied Science (Chemistry)</p> <ul style="list-style-type: none"> • <p>PLUS relevant Industry Experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Engineers Australia – Professional Engineer • Royal Australian Chemical Institute (RACI) - Chartered Membership • Safety Institute of Australia – Chartered Professional Member • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Dangerous Goods and Hazardous Chemicals Substances • Safety Institute of Australia – Chartered Professional Member <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	7
Electrical Safety	<p>Bachelor degree in one of the following: Engineering (Electrical)</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Engineers Australia – Professional Engineer <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Engineering and Hazardous Plant	<p>Bachelor degree in one of the following: Engineering or Science (physical sciences)</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Engineers Australia – Professional Engineer • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following category: Plant <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Working Environment	<p>Bachelor degree in one of the following: Science, Applied Science, Health Sciences, Work Health & Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia - Member • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following category: Ergonomics <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Ergonomics	<p>Bachelor degree in one of the following: Science, Applied Science, Health Sciences, Work Health & Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia - Member • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following category: Ergonomics <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Return to Work	<p>Bachelor degree in one of the following: Science, Applied Science, Health Sciences, Psychology, Work Health & Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia - Member • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Injury Management or Ergonomics • Personal Injury Education Foundation – Associate Fellow - Certified Personal Injury Professional Certification • Australian Society of Rehabilitation Counsellors - Full Membership • Occupational Therapy Australia • Australian Physiotherapy Association – Full Member • Australian Psychological Society <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7

DISCIPLINE	TERTIARY PATHWAY	PROFESSIONAL ACCREDITATION PATHWAY	AQF
Health	<p>Bachelor degree in one of the following: Science, Applied Science, Health Sciences, Nursing, Work Health & Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) • Australian Institute of Occupational Hygienists (AIOH) - Full membership • Australian Society of Rehabilitation Counsellors – Full Membership • Occupational Therapy Australia • Australian Physiotherapy Association – Full Member • Australian Psychological Society • Australian College of Nursing – General Member (Division 1) <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Psychosocial Health	<p>Bachelor degree in one of the following: Science, Applied Science, Health Sciences, Nursing, Psychology, Social Science, Work Health & Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) • Australian Society of Rehabilitation Counsellors – Full Membership • Occupational Therapy Australia • Australian Physiotherapy Association – Full Member • Australian Association of Social Workers • Australian Psychological Society • Australian College of Nursing – General Member (Division 1) <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	7
Health and Safety	<p>Bachelor degree in Work Health & Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	

Assistant State Inspector Pathways

DISCIPLINE	TERTIARY PATHWAY	PROFESSIONAL ACCREDITATION PATHWAY	AQF
Dangerous Goods and Explosives	<p>Advanced Diploma in one of the following: Chemical Engineering, Engineering, Science/Applied Science,(Chemistry)</p> <p>PLUS relevant Industry Experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Australian Institute of Dangerous Goods Consultants (AIDGC) - Member • Engineers Australia – Engineering Technologist • Royal Australian Chemical Institute (RACI) –Member • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Dangerous Goods and Hazardous Substances <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	6
Hygiene and Toxicology	<p>Advanced Diploma in one of the following: Science, Applied Science, Health Science, Chemistry</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Australian Institute of Occupational Hygienists (AIOH) - Provisional membership • Royal Australian Chemical Institute (RACI) - Member • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Dangerous Goods and Hazardous Substances <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	6
Engineering and Hazardous Plant	<p>Advanced Diploma in one of the following: Engineering Technology, Physical Sciences, Applied Science</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Engineers Australia – Engineering Technologist • Safety Institute of Australia – Certified Generalist OHS Practitioner (COHSPrac) • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following category: Plant <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	6
Ergonomics	<p>Advanced Diploma in one of the following: Ergonomics, Human Factors & Safety Management Systems, Science, Applied Science, Health Sciences, Work Health & Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Eligibility for certification/membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia – Member • Safety Institute of Australia – Certified Generalist OHS Practitioner (COHSPrac) • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) - Ergonomics <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	6
Return to Work	<p>Advanced Diploma in one of the following: Injury Management, Occupational Rehabilitation, Workers Compensation, Work Health and Safety, Ergonomics, Human Factors & Safety Management Systems, Science, Applied Science, Health Sciences</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months PLUS Comparative Assessment</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia – Affiliate • Safety Institute of Australia – Certified Generalist OHS Practitioner (COHSPrac) • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Injury Management or Ergonomics • Personal Injury Education Foundation – Practitioner - Certified Personal Injury Professional Certification • Australian Society of Rehabilitation Counsellors – Associate Membership <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months PLUS Comparative Assessment</p>	6
Health and Safety	<p>Advanced Diploma in Work Health and Safety</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	

Principal Inspector Pathways

DISCIPLINE	TERTIARY PATHWAY	PROFESSIONAL ACCREDITATION PATHWAY	AQF
Hygiene and Toxicology	<p>Certificate IV in one of the following: Science/ Applied Science (Chemistry), Health Science</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Australian Institute of Occupational Hygienists (AIOH) - Provisional membership • Royal Australian Chemical Institute (RACI) - Member • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Principal OHS Auditor level (JAS-ANZ) in the following categories: Dangerous Goods and Hazardous Substances <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	4
Engineering and Hazardous Plant	<p>Certificate IV in one of the following: Engineering, Physical Sciences, Applied Science, Process Plant, Manufacturing</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Engineers Australia – Engineering Associate • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Principal OHSMS Auditor level (JAS-ANZ) in the following category: Plant <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	4
Ergonomics	<p>Certificate IV in one of the following: Work health and safety, Occupational Health, Safety and Ergonomics , Government (Injury Rehabilitation Management) Personal Injury Management (Return to Work) Or Certificate IV in a relevant field PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia – Affiliate • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Principal OHSMS Auditor level (JAS-ANZ) in the following category: Ergonomics <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	4
Dangerous Goods and Explosives	<p>Certificate IV in one of the following: Chemical Engineering, Engineering, Science/Applied Science (Chemistry)</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Australian Institute of Dangerous Goods Consultants (AIDGC) - Member • Engineers Australia – Engineering Associate • Royal Australian Chemical Institute (RACI) - Member • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Principal OHS Auditor level (JAS-ANZ) in the following categories: Dangerous Goods and Hazardous Substances <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	4
Health	<p>Certificate IV in one of the following: Work Health & Safety, Occupational Health, Safety and Ergonomics, Government (Injury Rehabilitation Management), Personal Injury Management (Return to Work) Or Certificate IV in a relevant field</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia – Member • Safety Institute of Australia – Certified Generalist OHS Practitioner (COHSPrac) <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)</p>	4
Return to work	<p>Certificate IV in one of the following: Work Health & Safety</p> <ul style="list-style-type: none"> - Occupational Health, Safety and Ergonomics - Government (Injury Rehabilitation Management) - Personal Injury Management (Return to Work) <p>Or Certificate IV in a relevant field</p> <p>PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace</p>	<p>Membership in one of the following associations:</p> <ul style="list-style-type: none"> • Human Factors & Ergonomics Society of Australia – Affiliate • Safety Institute of Australia – Certified Generalist OHS Practitioner (COHSPrac) • Exemplar Global - OHS Auditor/Inspection Certification AS/NZS ISO 19011 Lead OHS Auditor level (JAS-ANZ) in the following categories: Injury Management or Ergonomics • Personal Injury Education Foundation – Practitioner - Certified Personal Injury Professional Certification • Australian Society of Rehabilitation Counsellors – Associate Membership <p>PLUS relevant industry experience</p>	4

	Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	
Psychosocial Health	Certificate IV in one of the following: Work Health & Safety, Occupational Health, Safety and Ergonomics, Government (Injury Rehabilitation Management), Personal Injury Management (Return to Work) Or Certificate IV in a relevant field PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	Membership in one of the following associations: <ul style="list-style-type: none"> • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) • Australian Society of Rehabilitation Counsellors – Full Membership • Occupational Therapy Australia • Australian Physiotherapy Association – Full Member • Australian Association of Social Workers • Australian Psychological Society • Australian College of Nursing – General Member (Division 1) PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	4
Health & Safety	Certificate IV in Work Health and Safety PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	Membership in one of the following associations: <ul style="list-style-type: none"> • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	4
Electrical	Certificate IV in Engineering (Electrical) PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	Membership in one of the following associations: <ul style="list-style-type: none"> • Engineers Australia – Engineering Associate PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	4
Working Environment	Certificate IV in one of the following: Work Health & Safety, Occupational Health, Safety and Ergonomics, Government (Injury Rehabilitation Management), Personal Injury Management (Return to Work) Or Certificate IV in a relevant field PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspection) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	Membership in one of the following associations: <ul style="list-style-type: none"> • Safety Institute of Australia – Certified Generalist OHS Professional (COHSProf) PLUS relevant industry experience PLUS attainment of Diploma of Government (Workplace Inspections) within 12 months (if not already attained) PLUS Comparative Assessment (if applicable)	4

Name of Applicant:									
Position:									
Principal Inspector	<input type="checkbox"/>	Assistant State Inspector	<input type="checkbox"/>	State Inspector	<input type="checkbox"/>				
1. Currency of Experience (Choose one)					Points Value				
Applicant has 3 to 4 years' experience in the last 4 years					4				
Applicant has 2 to 3 years' experience in the last 4 years					3				
Applicant has 1 to 2 years' experience in the last 4 years					2				
Non-recent Industry Experience (not within the last 4 years) Applicant has demonstrated 5+ years of previous experience					1				
Applicant has Less than 1 year in the last 4 years or less than 5 years of experience over all					0				
2. Magnitude of Experience (Choose one)									
Applicant has broad experience across all aspects of the area					5				
Applicant has very specific experience in one or two aspects of the area					5				
Applicant has limited experience across the area or has limited specific experience in any one area					1				
Applicant has no experience across the area or has no specific experience in any one area					0				
3. Application of Experience (Choose one)									
Applicant is able to demonstrate they have applied their knowledge and experience to solve complicated problems.					3				
Applicant is able to demonstrate they have applied their knowledge and experience to solve problems.					2				
4. Reliability of the Experience (Choose one or both)									
Applicant is able to demonstrate they regularly work without instruction					2				
Applicant is able to demonstrate they have often instructed others in their area of expertise					2				
Highest possible points: 17 Minimum required points: 8									
COMMENTS:									
1. References must be supplied with the original application and be from the employer (Manager, Supervisor) or organisation for which the applicant has worked					TOTAL				
2. This template is only meant to provide a guide and accordingly users should exercise their discretion and judgment when assessing applicants experience									
3. Currency of experience can be more relevant for some positions then others. For example, where there has been no real changes in the body of knowledge the currency of the applicants experience may not be as important as other experience factors.									
4. Experience gained in the nominated discipline while an Inspector is valuable experience									