

VoC for Government & industry

Verification of Competency

Your VoC requirements are in capable hands with our range of services for mobile plant, equipment & skills, we deliver our VoC services in accord with the Office of the Federal Safety Commissioner guidance.

OFSC- Fact Sheet: Verification of Competency – Mobile Plant last update 16 Jan 2020

VoC is defined within the OFSC Evidence Guide as ‘a method of documented evaluation of the skill level of a person against defined competency standards in order to evaluate the person’s ability to carry out the relevant activity or works.’

Our competency-based industry VoC evaluation is a real world assessment completed by our Cert IV Assessors who hold the relevant qualifications and industry experience for the VoC conducted.

Your VoC’s are all conducted in accord with Commonwealth and State/Territory legislation & guidance, Australian/New Zealand standards and industry codes of practice.

Competency based VoC assessment

VoC’s are delivered and assessed on behalf of Heightsafe Solutions.



Call 1300 556 732 | training@heightsafesolutions.com.au | www.heightsafesolutions.com.au

Outcome

The outcome below will be awarded to successful participants in this course. The competency-based VoC successful completion certificate will be issued by Heightsafe Solutions.

VoC- successful completion for relevant plant, equipment or skill

Delivery

The VoC may be delivered in the workplace where safe and suitable plant, equipment, structures are provided.

VoC Duration – 2 to 6 hours (nominal - dependant on VoC)

Delivery method – face to face

Maximum VoC group size – contact our office to discuss

Course handouts – There are no handouts, this is VoC assessment only.

VoC cost - Please contact us for current pricing

*Travel/accommodation costs may apply. After Hours/Public Holiday + 50%

What happens at the VoC?

Activities

Each item of plant or equipment, or activity has a prescribed series of activities, based on competency standards, which must be completed to satisfactory performance levels.

Assessment Activities

Assessments conducted during face-to-face VoC include:

Performance Tasks – Prepare for, undertake work

- Plan work
- Identify hazards
- Apply risk controls
- Identify Legislation, relevant standards, company procedures and documents for activity
- Conduct plant, machinery, or task start-up and shut down procedures
- Safely operate plant, machinery or equipment during tasks
- Use correct communication protocols before, during, and after operations
- Recognise appropriate care, use & maintenance actions
- Demonstrate appropriate situational awareness during operations

Documentation – The candidate must complete all documentation to the required standard:

- Review and sign on to VoC attendance and activity/tasks procedure
- Review and sign on to SWMS if the activity is high risk

Theory assessment - There may be a short-written theory assessment, VoC dependant.

Other evidence collection – Heightsafe Solutions assessor will complete an observation checklist detailing the required performance outcome for each student. We collect video and picture evidence of task completions which are stored securely with the records of that VoC session. Please let us know beforehand if there may be security or personal issues with us collecting this type of evidence.

Flexible Delivery – VoC practical exercises may be modified to best reflect the current work environment, equipment used, safety documentation, and site requirements.

Entry Requirements

An individual undertaking this course with Heightsafe Solutions will need to demonstrate the following to be eligible for entry:

- Holds the relevant qualification within industry prescribed currency period.
- Physical capability to be able to meet the demands of the practical demonstration skills
- Capable of working under supervision in a team, while being physically able to complete individual tasks relating to conducting required tasks, autonomously, in a range of simulated scenarios
- English language communication skills in reading, writing, and spoken language equivalent to ACSF L1 – to find more information on the Australian Core Skills Framework Levels go to https://research.acer.edu.au/cgi/viewcontent.cgi?article=1011&context=transitions_misc for assistance with Literacy go to The Reading writing Hotline: <https://www.readingwritinghotline.edu.au/>

VoC Assessment Requirements

Individuals undertaking this course will be expected to complete all practical assessment activities and tasks.

VoC Certificate Renewal Requirements

No industry recommended renewal is currently identified for VoC, refer to the current Company P&P.

Employers are recommended to consult with stakeholders to identify appropriate VoC periods. However, as a guide, Heightsafe Solutions recommend a maximum interval for industry VoC or refresher training at 3 yearly (36) months intervals in line with industry requirements, in order to identify or maintain satisfactory levels of competence.

Course Fees and Payments

- Please contact us for our current VoC fees.
- **Refund and fee protection policy** – Please refer to our Training Fees Policy on our website.
- **Payment Terms** – Group booking payment terms are prepaid.

Candidates Rights, Responsibilities, and Support, including Complaints

Please note that enrolment for VoC's are made with Heightsafe Solutions ABN 98 162 006 653.

We run our VoCs in accord with the policies laid out in our Student training handbook located on our website www.heightsafesolutions.com.au

Otherwise please contact the Training Manager at Heightsafe Solutions.

Contact details

Heightsafe Solutions, 2/3 Sunset Avenue, Barrack Heights, NSW 2528

Call 1300 556 732 | training@heightsafesolutions.com.au | www.heightsafesolutions.com.au

ABN: 98 162 006 653 Accendo Asia Pacific t/as Heightsafe Solutions also t/as Lift & Rig Solutions