



HARRIS TRAINING SERVICES LTD



**VERTEBRATE TOXIC AGENT CERTIFIED
HANDLER APPLICATION FORM**

Certified Handler Compliance Certificate fees

Certified Handler certificate \$400.00 + GST (includes- site visit –approximately 1 hour required per site) Invoice will be emailed out on receipt of an application form.

Additional travel charges for site visits will apply @ \$1.20 + GST per km travelled (includes time required) NOTE: Visits co-ordinated in a manner that keeps travel costs to a minimum .Alternatively where or when necessary; an external verifier for site assessment may be applicable.

If the applicant is found compliant the applicant will be notified via email and a Certified Handler Certificate will be issued and registered within 15 days of the notification. As stated in Hazardous Substances Regulations 2017, regulation 6.22 (5)

Additional charges to be invoiced on notification of compliance (if applicable)

In the instance of a reassessment, an hourly rate of \$ 120.00 + GST will apply.

The process for non-compliant applicants is set out in Hazardous Substances Regulations 2017, regulation 6.23 (2)

(2) If a compliance certifier considers that a relevant requirement has not been met, the certifier must—

- (a) Refuse to issue a compliance certificate; and
- (b) Notify the applicant in writing of the refusal and the reasons for the refusal; and
- (c) Notify Worksafe of the refusal and the reasons for the refusal.

You will require the following copies of regulations to assist in completing the questionnaire;

Health and safety at work hazardous substance regulations 2017

Hazardous substances property controls notice EPA, 2017

Health and safety at work Act 2015

Health and safety at work (general risk and workplace management) regulations 2016

Please note that all of these can be downloaded or viewed online

Check List

You will need to provide the following evidence;

1. A completed Harris Training Services Ltd enrolment form.
2. A copy of your birth certificate or passport.
3. A copy of your Inventory list highlighting Vertebrate toxic agents -6.1A and/or 6.1B used
4. A copy of your Tracking records for Vertebrate toxic agents
5. A copy of Site plan out lining where SDSs are kept, chemical and fuel storage, Spill kits, fill up and wash down areas, first aid. (Photos of spill kits and PPE Storage required)
6. Photos of PPE being used for mixing and application (record on the back of photos what substance is being used)
7. Photos of application equipment, (could be included with mixing photo) and equipment in use.
8. Photo of Chemical storage, could be transit depot, signage used in field
9. Copy of company EPG (Emergency Procedure Guide)
10. A copy of qualifications and or Training, these could include; Growsafe certification, Approved Handler certification, Certified Handler, Unit Standard achievement, National Certificate or (RCA), expired Controlled Substance Licence.
11. A list of the experience you have had handling Hazardous Substances, (Including the types of application and equipment used or been involved with).

Please note when sending images / photos the following information needs to be included.

- 1. The name and occupation of the person who took the photograph.**
- 2. The date on which the photograph was taken.**
- 3. Where the photograph was taken.**



ENROLMENT FORM

**HARRIS TRAINING
SERVICES LTD**

PERSONAL DETAILS

First Name Mr Mrs Ms Miss

Middle Name Date of Birth

Last Name NSN# /NZQA#

Address City

Provence/Region Post Code Country

Address City

Provence/Region Post Code Country

Phone No. Mobile No.

Email Address

Course you are applying for Date

Emergency Contact Name Emergency Contact Ph#

Please Invoice Myself Employer Email Address to Send Invoice

Company Purchase Order No.

COMPANY DETAILS

Company Name

Address City

Provence/Region Post Code Country

Phone No.

Email Address

DEMOGRAPHIC DETAILS

Citizenship Status

New Zealand Citizen Australian Citizen / Permanent Resident New Zealand Permanent Resident

Other / Please state country

Ethnicity

New Zealand / European Tokelauan Other European New Zealand Maori Fijian

Other Pacific Peoples Samoan Chinese Other Southern Asian Cook Is Maori

Australian Other Asian Tongan Japanese Niuean

Indian Other

For New Zealand Maori, Please identify your Iwi (you may list more than one)

PLEASE SIGN AND DATE THIS FORM AFTER COMPLETION

Signed _____ Date _____

Postal Address if different from above

Fees -

In signing this enrollment form you undertake to pay all fees as they become due and to meet any late fees and collection charges associated with debt recovery. The organisation's policy on withdrawal and refund of fees may be obtained from Harris Training Services Ltd. Harris Training Services Ltd reserves the right to cancel this programme subject to numbers, with full or partial refund (as may be appropriate) of any fees paid for this programme. The requested programme may be subject to further criteria, which does not necessarily guarantee a programme place.

Rules -

In signing this enrollment form you undertake to comply with the published rules and policies of the Organisation with regard to attendance, academic progress, standard of dress, health and safety and behavior.

Declaration -

I declare that to the best of knowledge all the information supplied on, and with, this enrollment form is true and complete, I agree to abide by the conditions described above and I consent to the disclosure of personal information as described below.

I understand that it is an offence to make a false declaration, including supplying false or misleading information.

Declaration and Compliance with the Privacy Act 1993

Privacy -

Harris Training Services Ltd collects and stores information from this form to comply with the requirements of the Ministry of Education (student statistical returns), New Zealand Qualifications Authority (Records of Learning registration and Unit Standard outcomes), Tertiary Education Commission (funding returns), Industry Training Organisations (funding and academic outcomes), Ministry of Social Development (confirmation of enrollment and academic outcomes), Inland Revenue Department (student loan interest rebate), Department of Immigration (if you are not a New Zealand citizen or permanent resident) and agencies who support particular students for scholarships and prizes, payment of fees or other awards (if you are a recipient of one of these awards). The information is also used to select students for qualifications, to manage internal administrative processes, and for internal reporting. Information about students may be supplied to, and sought from, other educational organisations for purpose of verifying academic records. In addition, when required by statute, the Institute releases information to Government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development and the Accident Compensation Corporation (ACC). In signing this enrollment form you authorize such disclosure on the understanding that Harris Training Services Ltd will observe the general conditions governing the release of information, as set out in the Privacy Act 1993 and the Post-compulsory Unique Identifier Code of Practice. You may see information held about you and amend any errors in that information. To do so, contact the Enrolments Office.

NB -

The Privacy Act came into force on 1 July 1993 with the stated aim of protecting the privacy of natural persons. It requires the Organisation to collect, hold, handle, use and disclose personal information in accordance with the twelve information principles in the Act: <http://www.privacy.org.nz/privacy-act>

National Student Index -

Please note that your name, date of birth and residency as entered on this enrollment be included in the National Student Index, and will be used in an Authorised Information Matching programme with New Zealand Birth Register. For further information please see <http://www.nsi.govt.nz/ima>

Questionnaire

EPA Hazardous Substances Hazardous Property controls notice 2017

Part 4 Class 9 Substances

Subpart B

1. Section 53, Please complete the following statement

A person

Marking Y / N

2. Use of a class 9.3 pesticide as vertebrate bait.

(l) The Authority may specify one or more of the following matters (bait specifications) as an additional control for class 9.3 pesticide.

List the four specified.

- (a) _____
- (b) _____
- (c) _____
- (d) _____

Marking Y / N

3. Please complete the following statement,

A person who imports or manufactures a class 9.3 pesticide must ensure..

Marking Y / N

4. What qualifications are required when mixing, loading or otherwise handling the vertebrate toxic agent in preparation for the substance to be applied to an application area?

Marking Y / N

5. When could a person mix, load or handle a substance without the above qualification?

- (a) _____
- (b) _____

Marking Y / N

Knowledge of the Health and Safety at work Hazardous substances Regulations 2017

6. What does Part 7 of the Hazardous substance regulations cover?

Marking Y / N

7. How old do you have to be to apply for a controlled substance licence?

Marking Y / N

8. How long does a Controlled substance licence last?

Marking Y / N

9. Give one example of how/ why a Controlled substance licence could be suspended.

Marking Y / N

10. On notice of a suspension what must you do?

Regulation; _____

(a) _____

(b) _____

Marking Y / N

11. Worksafe must keep a register of Controlled substance licence holders, under which regulation does it allow them to search the register?

Regulation; _____

Marking Y / N

12. List 3 approved person who could access the worksafe controlled substance licence holders register under certain circumstances.

Marking Y / N

13. A Duty of a PCBU to keep records of application of certain class 6 and 8 substances, refers to which regulation?

Regulation; _____

Marking Y / N

14. There are additional recording and notification requirements when Sodium Fluoroacetate (1080) is present, under which regulation is this information, and list 3 requirements that must be provided to worksafe.

Regulation: _____

(1) _____

(2) _____

(3) _____

Marking Y / N

15. A PCBU wants to import sodium fluoroacetate, before this can be collected the PCBU must do what?

Regulation: _____

(a) _____

(b) _____

(c) _____

Marking Y / N

16. Give one way a person who does not have a controlled substances licence may possess the substance and list the regulation.

Regulation: _____

Marking Y / N

17. Under regulation 13.13 (2) A PCBU must ensure that no worker supplies a substance to any person unless the worker holds a controlled substance licence, what are the penalties for someone who has been convicted of an offence of this regulation ?

(a) For an individual, _____

(b) For any other person, _____

Marking Y / N

18. How much Microencapsulated zinc phosphide can a person carry on a passenger service vehicle?

Marking Y / N

19. A vertebrate toxic agent (6.1b) has been laid in a field operation by someone lawfully allowed to do so where must a PCBU erect the signage? And state the regulation.

Regulation: _____

Marking Y / N

20. List four requirements that the above signage must comply with.

(a) _____

(b) _____

(c) _____

(d) _____

Marking Y / N

21. The aerial application of a vertebrate toxic agent has ceased for the day, the loading area and any area where the substance is stored in preparation for loading the following day, a PCBU must ensure that the site is-

Regulation: _____

(a) _____

(b) _____

Marking Y / N

22. List the 3 requirements that must be met if sub clause (1) does not apply to the storage in a transit depot of a class 6.1A, 6.1B, 6.1C vertebrate toxic agent associated with the imminent start of a pest control operation.

Regulation: _____

(a) _____

(b) _____

(c) _____

Marking Y / N

23. Section 19 of the Health and safety at work act Hazardous substance regulations 2017 requires all substances with a hazard classification of 6.1A or 6.1B to be tracked, where would you find a list of VTA substances that require tracking?

Marking Y / N

24. There is certain information that needs to be recorded to meet the tracking requirements, list the 7 key pieces of information when dealing with certain vertebrate toxic agents that require tracking.

Marking Y / N

25. Define the term Safe Work Instrument. (SWI)?

Marking Y / N

26. On what website would I go to find a Safe Work Instrument?

Marking Y / N

27. Individual hazardous chemicals and fuels may have additional rules/controls attached to them; you can check these controls out by using the HSNO approval number. Under what section of a Safety Data Sheet (SDS) would you find the HSNO approval number?

Marking Y / N

28. Which website do you use to look up the additional controls using the HSNO approval number (HSR#)?

Marking Y / N

29. Using the HSNO approval number HSRI00752, feratox pellet A in a 20g Ferafeed paste, are there any additional controls, and if so highlight what these controls are.

Marking Y / N

30. What must you do and who must you contact if you lost bait containing 0.55-1.84% w/w encapsulated cyanide HSNO approval number HSR007628?

Marking Y / N

Knowledge of Health and Safety at work act 2015/2016

31. Explain the term PCBU as given in the HSW act 2015,

A PCBU is..

- (1) _____
(2) _____

Marking Y / N

32. PCBUs have a primary duty of care and must ensure so far as reasonably practicable, the health and safety of-

- (1) _____
(2) _____

Marking Y / N

33. When multiply workers are working at the same location whose responsibility is it to keep their workers safe?

- (1) The workers
 (2) The business with the most workers
 (3) The officers and the company directors
 (4) Each business must do what they can within their influence and control

Marking Y / N

34. Under HSWA, which of these is not a PCBU?

- (1) A partner in a partnership
 (2) A volunteer association
 (3) A sole trader
 (4) A business in the form of an incorporated society

Marking Y / N

35. A business must look after the health and safety of other people at risk from the work it carries out such as customers, visitors and the general public.

- (1) True
 (2) False

Marking Y / N

36. Who is not an "officer" under HSWA?

- (1) A chief executive
 (2) Elected members of a school board
 (3) The health and safety manager

Marking Y / N

37. Can a person have more than 1 duty?

- YES NO

Marking Y / N

38. Under what section would you find the different duty for a PCBU who

- (1) Supplies plant, substances, or structures, Section
- (2) Imports plant, substances, or structures,
- (3) Installs, constructs, or commission's plant or structures,

Marking Y / N

39. Section 49, Offence of falling to comply with a duty,

(2) A person who commits an offence against subsection (1) is liable on conviction for a fine not exceeding

(1) \$500,000 for, _____

(2) \$ 50,000 for, _____

(3) \$100,000 for, _____

Marking Y / N

40. What is the hierarchy of controls relating to risk management stated in the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016? Please list

Marking Y / N

Applicants Name	Signature	Date
_____	_____	_____

Assessor to complete

Result -	competent	not yet competent	more evidence required
Worksafe Assessor Name	Signature	Date	
Shane Harris	_____	_____	
Reassessment Date (if applicable)	_____		
Worksafe Assessor Name	Signature		
Shane Harris	_____		

Assessor to complete

Result - competent not yet competent more evidence required

Worksafe Assessor Name

Signature

Date

Shane Harris

Reassessment Date (if applicable)

Worksafe Assessor Name

Signature

Shane Harris



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