

**SKILLS FRAMEWORK FOR MARINE AND OFFSHORE
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Workplace Safety and Health					
TSC	Workplace Safety and Health Policy Development					
TSC Description	Develop organisational workplace safety and health policies to ensure compliance with national regulations pertaining to the marine and offshore sector by applying knowledge of regulations and staying abreast of regulatory changes and practices					
TSC Proficiency Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
				MAR-WSH-4015-1.1	MAR-WSH-5015-1.1	MAR-WSH-6015-1.1
				Support workplace safety and health (WSH) policy development in compliance with organisational programmes and relevant regulations	Develop organisation-wide workplace safety and health (WSH) policies in compliance with organisational programmes and relevant regulations	Formulate organisational workplace safety and health (WSH) strategies and policies in compliance with organisational programmes and relevant regulations
Knowledge				<ul style="list-style-type: none"> • Organisation's processes, policies and procedures • WSH policies, regulations, best practices, legislative requirements and work practice implications • Personnel from whom to seek advice on WSH policies • Penalties for non-compliance with legal requirements • Documentation of WSH policies • Methods of communicating WSH policies • WSH responsibilities and duties of relevant stakeholders • Types of vessels and rigs, terminologies and features 	<ul style="list-style-type: none"> • WSH policies, regulations, best practices and objectives • International, legal and industry requirements influencing WSH policies • Organisation's processes, policies and procedures • Methods of analysing WSH performance data • Methods of collecting feedback from senior executives and key stakeholders • Types of internal and external factors affecting WSH policies • Methods of ensuring continual improvement to WSH policies 	<ul style="list-style-type: none"> • Methods of reviewing WSH policy scopes, criteria and objectives • Types of organisation-wide WSH programmes • Barriers to WSH changes and innovations
Abilities				<ul style="list-style-type: none"> • Communicate WSH policies to stakeholders • Propose improvements on WSH policies to management 	<ul style="list-style-type: none"> • Gather information to formulate WSH policies in accordance with WSH management system standards 	<ul style="list-style-type: none"> • Formulate WSH policy objectives • Establish WSH organisation structures and strategies

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				<ul style="list-style-type: none"> • Report non-compliance to WSH policies in accordance with organisational WSH procedures • Track implementation of recommended actions to improve WSH policies 	<ul style="list-style-type: none"> • Devise WSH organisation policies in consultation with senior executives and key stakeholders • Monitor progress of WSH management programmes in meeting WSH objectives • Approve proposed improvements to WSH policies 	<ul style="list-style-type: none"> • Identify organisation-wide programmes to implement WSH policies and objectives • Update management and key stakeholders on new or amended legal requirements related to WSH • Develop processes for review of WSH policies and objectives
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