

A - SAT SURVEY

General Information Guide



Thank you for completing the Australian Safety Awareness Training Survey (A - SATS).

A - SATS has been specifically designed for safety awareness training and it can only be used for training. A - SATS purpose is to reduce accidents and provide a safe working environment.

Understanding Incidents

There are many reasons why incidents occur – a breakdown in safety systems, faulty or inadequate equipment, insufficient training and human error.

Many safety professionals believe, and studies show, that more incidents are caused by human error rather than unsafe mechanical or physical conditions.

Human Error Incidents

People don't have incidents on purpose! (An incident on purpose is no incident!)

Human error incidents are unintentional and can be caused or contributed to by stress and fatigue, being unaware of hazards, not maintaining or using equipment properly, distraction or unnecessary risk taking, just to name a few.

Because incidents are unintended there is absolutely nothing to be achieved by attributing blame for incidents.

What A - SATS Does

A - SATS was designed to measure safety awareness and risk for incidents.

A - SATS measures safety awareness and nothing else.

All statements on the A - SATS are drawn from simple workplace and life experiences as they relate to safety awareness.

What A - SATS is Not

A - SATS is not a personality test.

A - SATS does not measure personal values, specific skills or lifestyle/preferences.

A - SATS is not a test – there are no right or wrong answers on the survey.

1. Enrolment - PaQS complies with all conditions as a NVR Registered Training Organisation (RTO) as legislated under the National Vocational Education and Training Act 2011.

2. Access and Equity

2.1 Assistance will be provided on request for people with disabilities within our capacity to assist.

2.2 PaQS is committed to providing equal opportunity to all staff, associates, clients and students. Ensuring all students have an equal opportunity to learn, develop and provide feedback on their experiences. Eliminating and preventing harassment in the workplace. It is our aim to provide a workplace and service that is free from any form of discrimination where all employees, associates, clients and students will want to achieve the PaQS mission to “develop human potential”.

2.3 PaQS wants its employees, associates, clients and students to apply these principles in all their dealings with their co-workers and customers and to support any PaQS equity strategies.

3. Standards of Service

3.1 PaQS maintains the highest professional standards in the delivery of education and training which safeguards the welfare and interests of our students and coaches.

3.2 PaQS strives to provide a learning environment and facilities that are conducive to the safety, comfort and needs of students and coaches.

3.3 PaQS nationally recognised courses are delivered by PaQS accredited Safety Coaches and qualified Trainers and Assessors.

3.4 Students feedback is welcomed to assist PaQS in maintaining and improving our standards of service, through course evaluations.

4. Ethical Marketing

4.1 PaQS follows ethical marketing practices and seeks to avoid inconsistency, inaccuracy and ambiguity in advertising its courses.

4.2 Only nationally recognised courses carry the 'nationally recognised training' logo.

Code of Practice Guidelines continued over page ...

5. Exemption/Credit Transfer

5.1 Using an exemption or credit transfer, you may be able to reduce your course duration. This is possible if you have successfully completed units of competency from the Course in Advanced Safety Awareness previously **within a 12 month period of receiving the unit competency**. If you believe you may be able to gain exemption or be eligible for credit transfer for any part of the course, enquire with your Safety Coach or PaQS before enrolment.

5.2 The decision to grant an exemption or to be credited for a competency will be made by the Safety Coach in conjunction with the RTO compliance officer at PaQS.

6. Complaints/Appeals

6.1 Complaints relating directly to the Course in Advanced Safety Awareness should, in the first instance, be in writing and addressed to the company's elected RTO compliance officer at PaQS. The company's elected RTO compliance officer will handle the complaint process as outlined in the company's Complaint Policy.

The RTO compliance officer at PaQS, will discuss the matter with the student and either take immediate remedial action, or where required, arrange for mediation between the parties involved. In the case of failed mediation or an unsatisfactory outcome, any party subject to a complaint or a complainant not satisfied by PaQS' decision, or handling of the matter, has the right to make application in writing to the Managing Director, PaQS within 14 days of the complaint decision.

6.2 If a student finds an assessment outcome to be unsatisfactory, they can appeal and be re-assessed. Appeals are to be forwarded to the RTO compliance officer at PaQS, together with the written request for re-assessment, no later than seven working days after the assessment has been made.

6.3 You can contact The Australian Skills Quality Authority (ASQA), Australia's national regulator for vocational education and training if unable to resolve the complaint or appeal.

7. Privacy

7.1 Information collected by PaQS is protected under the PaQS Privacy Policy and we are committed to complying with the Privacy Act 1988 – Privacy Amendment (Private Sector) Act 2000 and the National Privacy Principles (NPP). You are entitled under the Privacy Act to access the information we hold about you.

8. Quality Assurance

8.1 PaQS maintains a Quality and Compliance System and has adopted a process for periodic self-assessment and is committed to continual improvement aligned to best practice principles.

9. Legislation Requirements

9.1 To view current legislation relating to the participation in our Course in Advanced Safety Awareness, please visit the Australian Government ComLaw website at www.comlaw.gov.au/



Course in Advanced Safety Awareness 91437NSW Developing Safety Awareness

The safety survey you have just completed is a key component of the Australian developed and nationally recognised Course in Advanced Safety Awareness.

This course is based on competencies that develop individual safety awareness, stress tolerance and professional attitudes.

The Course in Advanced Safety Awareness is accredited by the Australian Skills Quality Authority (ASQA), meeting the Australian Qualifications Framework (AQF) standards.

The Course in Advanced Safety Awareness is a self-managing, self-developing safety awareness program to assist you to develop your own and others' safety awareness. It is designed to reduce your and others' risk for incidents and injuries.


If you are involved in Advanced Safety Awareness training you will soon receive a personal and confidential coaching session from your Safety Coach. All coaching sessions are designed to be positive and constructive.

Your Safety Coach is there to assist you with information and insight into your current safety awareness and with coaching and support whilst on the course.

There are five levels to the Course in Advanced Safety Awareness. Upon successful completion, a Statement of Attainment will be issued at Level 1, Level 3 and Level 5 for the Course in Advanced Safety Awareness.

RECENT AUSTRALIAN RESEARCH INDICATES:-

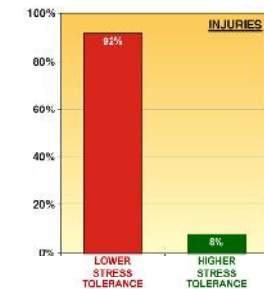
SAFETY CONTROL



ATTITUDE	HIGHER SAFETY CONTROL	LOWER SAFETY CONTROL
INCIDENTS	25%	75%
INJURIES	15%	85%

The people who scored below average on Safety Control had 75% of all accidents and 85% of all injuries.

STRESS TOLERANCE



The people who scored below average on Stress Tolerance had 92% of all injuries.