



TOOL BOX 007-Training Responsibility



THIS TOOLBOX TALK SHOULD BE USED AS A LEGAL DOCUMENT FOR COMPETENT STAFF AND UPWARDS. (KEEP COPIES IN THE PERSONEL FILES AS WELL AS YOUR TRAINING FILE)

When a registered assistant is registered with SAQCC – It becomes the Management Representatives Responsibility to ensure that the assistant is working in a Safe and Healthy environment including safe handling of tools and safe working practices during the limited service work the assistant is allowed to perform.

When a registered trainee is allocated to a Competent Person. That competent persons is responsible to ensure that the Trainee is working in a Safe and Healthy environment including safe handling of tools and safe working practices during service work pertaining to SANS1475 Parts 1 & 2.

The competent person is the Mentor of the Trainee, and is responsible to ensure that the trainee is totally conversant with the standards both Theory and Practical. (The 5 day course is soon forgotten if the Competent Person (Mentor) does not continually educate the trainee concerned.



In an ideal world everybody will stay with their allocated person, and this is far from an ideal world.



As long as the Trainee or Assistant is supervised by a Competent Person. They can be allocated to others, other than the ones registered with SAQCC.

Once allocated for limited times the Competent Person (other than the ones registered with SAQCC) - The responsibility for that Trainee / Assistant falls under that particular Competent Person.



By signing this Toolbox Talk it will be deemed that you have accepted that you will be held responsible for the activities of the Trainee /Assistant when they are under your control

Presented By: Name: _____	Date _____	Signature _____
---	--------------------------	-------------------------------

I understand my responsibilities when using the services of a Trainee / Assistant. They will be under my constant supervision at all times, and I accept responsibility for their Safety. I will ensure that no Assistant will use pressure equipment, and the trainee will be under close supervision while using pressure equipment.

NAME	SIGNATURE	NAME	SIGNATURE