



Statement on Ethical Practice - SafePlus Accreditation Body

The accreditation of assessors provides a consistently high standard of assessment of individuals applying for accreditation to use the SafePlus tool. This assists employers and others who have obligations under the Health and Safety at Work Act 2015 to have confidence in the competence of assessors using the SafePlus Tool to ensure the health and safety of workers and others in the workplace. As a part of being 'competent', assessors need to be ethical in their practice.

Why do assessors need to be 'ethical'?

In order to become an accredited SafePlus assessor, there are several requirements, one of which is that a person needs to practice ethically. This is one of the key competencies. During the course of their job, assessors come into contact with people who may provide them with highly sensitive or confidential information. Assessors are trusted by employers to maintain professionalism. People and businesses need to have confidence in SafePlus assessors and this reputation needs to be maintained. It is therefore important that assessors are persons who possess the attributes of honesty, reliability and integrity.

SafePlus Accreditation Body (SAB) may consider whether someone practices ethically:

- at the time of an application for accreditation as a SafePlus assessor. It is in your interest to provide full and accurate details when completing the form.
- as a result of being notified that a SafePlus assessor is under criminal investigation or has received a conviction. A criminal conviction does not automatically preclude a person from being accredited. This will be determined on a case by case basis;
- after receiving notification of concern about an assessor's ability to perform adequately the functions required to be a SafePlus assessor;
- as a result of a professional disciplinary matter or where a licensing or registration organisation (whether in New Zealand or overseas) has made an adverse finding against an assessor;
- at the time an application for renewal of accreditation (i.e. every 3 years).



Referees

As a part of determining whether a person has ethical qualities, applicants are required to provide information to enable the Board to make this determination, including the following:

Two professional referees – these people must be familiar with your professional conduct, competence and work.

Providing accurate information

It is the responsibility of the applicant to ensure that all information submitted to SAB is accurate. If the information an applicant provides is incorrect, they may be assessed as unsuitable for accreditation or for renewal of accreditation. SAB may ask the applicant to provide further information about any matter arising from the application. In the light of the standards of honesty and integrity expected of SafePlus assessors, it is important that applicants are candid and fulsome in their disclosure to SAB of any information that may affect their ability to become accredited. If SAB later finds out that an assessor has failed to declare relevant information, this may affect his or her suitability for accreditation and/or ongoing accreditation.

On-going disclosure obligation

SAB expects an accredited assessor to disclose to the SAB any convictions or changes in circumstance, including a change in membership of their professional organisation or the suspension or revocation of their membership during the time in which they are accredited.