

# Your One Stop Health and Safety Training Shop



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## Our Group

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# About us

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**We believe success is putting safety first.**

**That's why we are on a mission to transform New Zealand's Health and Safety culture.**

We stand at the forefront of shaping the nation's future workforce.

With a legacy of over 28 years, we have established ourselves as trusted industry leaders, setting the benchmark for excellence in workplace health and safety, transport licensing, rural and civil training.

Our commitment goes beyond training; we empower organisations to foster a culture of safety, ensuring workplaces are secure and ready for future challenges. Partner with us to elevate your organisation's capabilities and pave the way for sustainable growth.



**A safer workplace  
starts with us**

## What sets us apart and why 200,000 kiwi's have trained with us in the last three years;

- ✓ Category One Training Provider with Excellence – NZQA's highest quality rating
- ✓ We combine the latest industry regulation with practical hands on and online training
- ✓ Over 200 courses on offer
- ✓ Bespoke consultancy, advisory and programme contextualisation
- ✓ 170,000+ unique organisations trust us to deliver their training, including over 200 secondary schools
- ✓ The connector of New Zealand's future – partnering with existing and future industry leaders, nonprofit organisations, Iwi, government and social organisations
- ✓ 60+ trainers with proven industry expertise
- ✓ Part of the Aspire2 Group New Zealand's largest Private Training Establishment

# Training Solutions Nationwide.

Train at one of our purpose fitted training centres or we can come to you.

Scan to view our training centres:



**Training where and when you need it**

# Course Index

We train at your site, our centres and online. This index includes all training options and delivery methods. Look for the icons below:



### Face-to-face

Training available at our training centre or your site.



### Online

e-Learning, online training, train at a time that suits you.



### Online Self-Paced Webinar

Pre-recorded webinar online, train at a time that suits you.

## More Info



# Asbestos Courses

Asbestos Awareness Seminar

Duration: 1/2 Day (4 Hours)



If you or your team work in the construction industry or any sort of demolition or refurbishment then you will need to be aware of when and where you could be exposed to Asbestos.

Non unit standard

Non-Friable Asbestos Class B

Duration: 1/2 Day (4 Hours)



This training is a prerequisite of the new licensing system for all workers and supervisors. This is designed for anyone working on a site likely to contain Asbestos, or those who may be required to sample or remove any amount of Non-Friable Asbestos or Asbestos Containing Material (ACM).

Unit Standard: 2138      Level 2      Credits 1  
Demonstrate knowledge of asbestos and safety procedures

Unit Standard: 29765      Level 4      Credits 3  
Remove non-friable asbestos

More Info



# Assessor and Adult Education

Assessor Training

Duration: 1 Day (8 Hours)



People credited with this unit standard are able to: prepare for and conduct assessment; complete assessment administration; and review the assessment practice.

This course is delivered via a one-day workshop.

Unit Standard: 4098

Level 4 Credits 6

Prepare for and conduct assessments and administration

Training Colleagues in the Workplace

Duration: 1 Day (8 Hours)



This course is suited for participants who are going to train and provide ongoing support to work colleagues in the workplace, more so in a one-on-one situation.

This course is delivered via a one-day workshop.

Unit Standard: 27565

Level 3 Credits 4

Train colleagues in the workplace



# Chemicals / Hazardous Substances

Hazardous Substances for Workers (Unit Standard)

Duration: 1 Day (8 Hours)



Understand how to work safely with and follow procedures related to hazardous substances found in the workplace.

Unit Standard: 31292

Level 3

Credits 2

Demonstrate knowledge of workplace procedures relating to hazardous substances

Hazardous Substances Seminar

Duration: 1 Day (8 Hours)



Understand how to work safely with chemicals and other hazardous substances found in the workplace.

Non unit standard

Hazardous Substances Seminar - Practical

Duration: 1/2 Day (4 Hours)



Get a relevant workplace practical understanding and knowledge on how to deal with chemicals in the workplace at your site.

Non unit standard

Hazardous Substances for Managers and Supervisors

Duration: 1 Day (8 Hours)



This Course is designed for those responsible for the management, storage, use, disposal and handling of hazardous substances on a workplace.

Unit Standard: 31290

Level 4

Credits 6

Demonstrate knowledge of safe management and potential adverse effects of hazardous substances in the workplace

Unit Standard: 31293

Level 4

Credits 3

Demonstrate safe handling, storage, and disposal of hazardous substances in the workplace



Hazardous Substances for Managers and Supervisors Refresher

Duration: 1/2 Day (4 Hours)



Refresh the units that you already hold. Unit Standard 31290 and Unit Standard 31293.

Online Certified Handler Preparation

Duration: Self paced online



This is intended to prepare students for their application to become a Certified Handler. It is specially designed for people required to deal specifically with highly hazardous substances.

Unit Standard: 31291

Level 5

Credits 6

Demonstrate knowledge of hazardous substances relevant to certified handlers

Spill Management Practical Seminar

Duration: 1/2 Day (4 Hours)



Get a relevant workplace practical understanding and knowledge on how to deal with spills in the workplace.

Non unit standard



# Confined Space and Gas Detection

## Atmospheric Testing and Gas Detection

Duration: 1/2 Day (4 Hours)



Prepare yourself with the knowledge and technical skills to determine if a suitable atmosphere exists to conduct work safely.

Unit Standard: 25510      Level 3      Credits 4

Operate an atmospheric testing device to determine a suitable atmosphere exists to work safely

Unit Standard: 3058      Level 4      Credits 5

Perform gas tests for energy and chemical plant

## Breathing Apparatus Operational

Duration: 1 Day (8 Hours)



Use self-contained breathing apparatus to undertake operational duties in potentially harmful environments, such as ammonia, waste water or other hazardous atmospheres.

Unit Standard: 25044      Level 3      Credits 4

Wear and operate compressed air breathing apparatus in the workplace

## Breathing Apparatus Operational Refresher

Duration: 1/2 Day (4 Hours)



Refresh Unit Standard 25044 that you already hold.

## Breathing Apparatus Rescue

Duration: 2 Days (16 Hours)



Learn to wear and operate compressed air breathing apparatus (CABA).

Unit Standard: 25044      Level 3      Credits 4

Wear and operate compressed air breathing apparatus in the workplace

Unit Standard: 3272      Level 3      Credits 3

Wear and operate breathing apparatus in general emergencies

## Confined Space Entrant Only

Duration: 1 Day (8 Hours)



Acquire a comprehensive understanding of the hazards and controls used when working with confined spaces.

Unit Standard: 18426      Level 3      Credits 4

Demonstrate knowledge of hazards associated with confined spaces

## Confined Space Entrant Only - Wine Industry

Duration: 1 Day (8 Hours)



Acquire a comprehensive understanding of the hazards and controls used when working with confined spaces in the wine industry.

Unit Standard: 18426      Level 3      Credits 4

Demonstrate knowledge of hazards associated with confined spaces

## Confined Space and Gas Detection

Duration: 2 Days (16 Hours)



Prepare yourself with the knowledge and technical skills to effectively plan, observe and safely enter a confined space.

Unit Standard: 17599      Level 3      Credits 4  
Plan a confined space entry

Unit Standard: 18426      Level 3      Credits 4  
Demonstrate knowledge of hazards associated with confined spaces

Unit Standard: 25510      Level 3      Credits 4  
Operate an atmospheric testing device to determine a suitable work atmosphere exists

### Optional Unit Standards

Unit Standard: 3058      Level 4      Credits 5  
Perform gas tests for energy and chemical plant

Unit Standard: 19207      Level 3      Credits 6  
Enter, work in and exit a confined space in the water industry

Unit Standard: 18037      Level 4      Credits 4  
Plan a confined space entry in the electricity supply industry

## Confined Space and Gas Detection Refresher

Duration: 1/2 Day (4 Hours)



Refresh the unit that you already hold:

Unit Standard 17599

Unit Standard 18426

Unit Standard 25510

Unit Standard 3058

Unit Standard 19207

Unit Standard 18037

## Safety Observer

Duration: 1 Day (8 Hours)



Understand the responsibilities of a Safety Observer, including specifically for, Hot Work, Confined Space Entries and Working at height

Unit Standard: 17596      Level 3      Credits 8  
Demonstrate knowledge of safety observer responsibilities in the workplace.



# Crane Training

## Cab Controlled Gantry Crane

Duration: 1 Day (8 Hours)



Gain knowledge of the operation of, and hazards associated with, a cab-controlled gantry crane.

Unit Standard: 3790      Level 3      Credits 2

People credited with this unit standard are able to: – demonstrate knowledge of using a cab controlled gantry crane; – use a cab controlled gantry crane to lift and place regular loads; and – carry out daily and weekly operator maintenance of a cab controlled gantry crane.

## Crawler Crane

Duration: 1 Day (8 Hours)



On course completion trainees will be able to apply theory and skills in lifting and placing loads with an overhead crawler crane

Unit Standard: 27676      Level 4      Credits 25

Configure a lattice boom track crawler crane, and lift and place regular and irregular loads

## Demonstrate Knowledge of Crane Industry

Duration: 1/2 Day (4 Hours)



Gain a broad understanding of the crane industry and the operations involved with different types of cranes

Unit Standard: 3788      Level 3      Credits 4

Demonstrate knowledge of crane types, safe practices required in the crane industry

## Electric Hoist Seminar

Duration: 1/2 Day (4 Hours)



This course will provide a comprehensive understanding of the legislation, regulations and codes of practice relating to electric hoist operations.

Non unit standard

## Move and Place Loads Using Mobile plant

Duration: 1 Day (8 Hours)



Through this course, operators will understand and apply the principles of attaching, lifting, moving and placing loads using mobile plant.

Unit Standard: 31245

Level 3

Credits 5

Plan for and lift, move, and place loads using mobile plant, in infrastructure works environments

## Mini Crawler Crane

Duration: 1 Day (8 Hours)



Through this course, trainees will be able to apply theory and skills in lifting and placing regular loads with a mini-crawler crane.

Unit Standard: 26505

Level 4

Credits 20

Configure and use a mini-crawler crane with outriggers to lift and place regular and irregular loads

## Mobile Crane

Duration: 1 Day (8 Hours)



Through this course, trainees will be able to apply theory and skills in lifting and placing regular loads with a mobile crane.

Unit Standard: 3795

Level 4

Credits 25

Configure and position a mobile crane, and lift and place regular and irregular loads

## Non-Slewing Articulated Crane

Duration: 1 Day (8 Hours)



Through this course, trainees will be able to apply theory and skills in lifting and placing regular loads with a non-slewing crane

Unit Standard: 24511

Level 4

Credits 15

Configure a non-slewing articulated crane, and lift and place regular and irregular loads

## Overhead Gantry Crane

Duration: 1 Day (8 Hours)



Through this course, trainees will develop their overall knowledge and understanding of gantry crane operations and test their skills for carrying out daily checks, servicing and operating gantry cranes,

Unit Standard: 3800

Level 3

Credits 10

Operate a radio remote or pendant controlled overhead crane and lift and place regular loads

## Overhead Gantry Crane Refresher

Duration: 1/2 Day (4 Hours)



Refresh the units that you already hold. Unit Standard 3800

## Dogman

Duration: 1 Day (8 Hours)



Gain a working knowledge of the requirements set by the Approved Code of Practice for Cranes to operate as a Dogman slinging loads

Unit Standard: 3789

Level 3

Credits 15

Sling varied regular loads and safely direct a crane during crane operations

## Dogman Refresher

Duration: 1 Day (8 Hours)



Refresh the units that you already hold. Unit Standard 3789

## Sling Regular Loads Safely

Duration: 1 Day (8 Hours)



Gain a working knowledge of how to sling loads safely as well as a broad understanding of relevant crane regulations

Unit Standard: 30072

Level 3

Credits 14

Demonstrate and apply knowledge of slinging regular loads safely

## Straddle Carrier

Duration: 1 Day (8 Hours)



The course is designed to ensure your operator has sound knowledge of the safe operation of a Straddle Carrier

Unit Standard: 17161      Level 3      Credits 6  
Operate a straddle carrier

## Telehandler

Duration: 1 Day (8 Hours)



This is a combined course option for bucket attachment and forklift endorsement for the fork attachment

Unit Standard: 23637      Level 3      Credits 20  
Operate a telehandler

## Tower Crane

Duration: 1 Day (8 Hours)



This course teaches application of theory and skills in lifting regular loads with a tower crane

Unit Standard: 3794      Level 4      Credits 15  
Lift and place regular loads with a tower crane

## Truck Loader Crane (HIAB) Initial & Refresher

Duration: 1 Day (8 Hours)



This course will provide you with the skills and understanding of the requirements to safely operate a truck loader crane within the parameters outlined in the Approved Code of Practice for Cranes.

Unit Standard: 16617      Level 3      Credits 15  
Use a truck loader crane to lift and place loads



More Info



# Fire and Emergency

Fire and Emergency Warden

Duration: 1/2 Day (4 Hours)



This course will give you an in-depth understanding of the duties of a Fire and Emergency Warden in accordance with the law

Unit Standard: 18408

Level 3

Credits 3

Demonstrate knowledge of fire and emergency warden duties in the workplace

Fire and Emergency Warden Refresher

Duration: 2 Hours



Refresh the units that you already hold. Unit Standard 18408

Fire Extinguisher

Duration: 1/2 Day (4 Hours)



Gain knowledge in the operation of different types of fire extinguishers and fire suppression techniques used in the workplace.

Unit Standard: 3271

Level 2

Credits 1

Suppress fire with hand extinguishers and fixed hose reels

Unit Standard: 4647

Level 2

Credits 1

Explain principles of fire science

Fire Extinguisher Refresher

Duration: 2 Hours



Refresh the units that you already hold. Unit Standard 3271 and Unit Standard 4647

Fire Extinguisher Short Course

Duration: 3 Hours



Through this course, trainees will be able to evaluate fire scenarios and take the appropriate corrective action to stay safe.

Unit Standard: 3271

Level 2

Credits 1

Suppress fire with hand extinguishers and fixed hose reels



# First Aid

## Bleed Response & Defibrillation

Duration: 1/2 Day (4 Hours)



This course will prepare trainees with the knowledge to recognise and control different types of bleeding. Additionally, the course will cover the crucial role of early defibrillation in saving lives during cardiac emergencies.

Non unit standard

## First Aid Level 1 - Basic (Face to Face)

Duration: 1 Day (8 Hours)



Gain the knowledge and abilities necessary to perform basic life support (CPR) and administer first aid to persons feeling the initial impact of bleeds, burns, fractures, soft tissue injuries, and poisons.

Unit Standard: 6402	Level 1	Credits 1
Provide Basic Life Support		

Unit Standard: 6401	Level 2	Credits 1
Provide First Aid		

## First Aid Level 1 - Basic Refresher (Face to Face)

Duration: 6 Hours



Refresh the units that you already hold. Unit Standard 6402 and Unit Standard 6401.

## First Aid Level 1 - Basic (Blended Learning)

Duration: Online + 4 Hr Practical



Gain the knowledge and abilities necessary to perform basic life support (CPR) and administer first aid to persons feeling the initial impact of bleeds, burns, fractures, soft tissue injuries, and poisons.

Unit Standard: 6402	Level 1	Credits 1
Provide Basic Life Support		

Unit Standard: 6401	Level 2	Credits 1
Provide First Aid		

## First Aid Level 1 - Basic Refresher (Blended)

Duration: Online + 4 Hr Practical



Refresh the units that you already hold. Unit Standard 6402 and Unit Standard 6401.

## First Aid Level 2 - Advanced (Face to Face)

Duration: 1.5 Days (12 Hours)



This course will provide trainees with the skill and knowledge to recognise emergencies, and comfortably be a first responder.

Unit Standard: 6402	Level 1	Credits 1
Provide Basic Life Support		

Unit Standard: 6401	Level 2	Credits 1
Provide First Aid		

Unit Standard: 6400	Level 3	Credits 2
Manage First Aid in an emergency situation.		

## First Aid Level 2 - Advanced Refresher (Face to Face)

Duration: 1 Day (8 Hours)



Refresh the units that you already hold. Units 6402, 6401, and 6400.

## First Aid Level 2 - Advanced (Blended Learning)

Duration: Online + 8 Hr Practical



This course will provide trainees with the skill and knowledge to recognise emergencies, and comfortably be a first responder.

Unit Standard: 6402	Level 1	Credits 1
Provide Basic Life Support		

Unit Standard: 6401	Level 2	Credits 1
Provide First Aid		

Unit Standard: 6400	Level 3	Credits 2
Manage First Aid in an emergency situation.		

## First Aid Level 2 - Advanced Refresher (Blended)

Duration: Online + 4 Hr Practical



Refresh the units that you already hold. Units 6402, 6401, and 6400.

## More Info



# Forklift

## Forklift 'F' Endorsement

Duration: 1/2 Day (4 hours)



This course is for certified forklift operators who have been driving forklifts on private property and wish to apply for their 'F' Endorsement to value add their driver's license and legally drive on NZ roads.

Unit Standard: 18496      Level 3      Credits 2  
Drivers License Endorsements  
Demonstrate knowledge and skills for the driving of a forklift on a road for endorsement F (forklifts)

## Forklift Operator

Duration: 1 Day (8 Hours)



Develop a clear understanding of the safety aspect relating to driving a forklift, and learn about performing pre-operational inspections, reporting maintenance, and park and shut down procedures.

Unit Standard: 10851      Level 3      Credits 7  
Operate a powered industrial lift truck (forklift)

## Forklift Operator and 'F' Endorsement

Duration: 1 Day (8 Hours)



Get a relevant workplace practical understanding and knowledge on how to deal with chemicals in the workplace at your site.

Unit Standard: 10851      Level 3      Credits 7  
Demonstrate knowledge of safe management and potential adverse effects of hazardous substances in the workplace

Unit Standard: 18496      Level 3      Credits 2  
Drivers License Endorsements  
Demonstrate knowledge and skills for the driving of a forklift on a road for endorsement F (forklifts)

## Forklift Operator Refresher

Duration:1 Day (6 Hours)



Refresh the units that you already hold. Unit Standard 10851

## Forklift with Attachments

Duration:1/2 Day (4 Hours)



Demonstrate knowledge of the safe operation, prepare to operate and operate and shut down a forklift with attachments

Unit Standard: 10852      Level 3      Credits 3

Operate a powered industrial lift truck (forklift) fitted with attachments

## Forklift with Mounted Safety Platform

Duration: 1/2 Day (4 Hours)



This course combines both practical and theory training to ensure the safety of your team within the operation of a forklift mounted safety platform.

Unit Standard: 18409      Level 3      Credits 4

Use a forklift mounted safety platform in the workplace

More Info



# Health, Safety and Wellbeing

## Accident and Event Investigation

Duration: 1 Day (8 Hours)



Gain the knowledge to effectively report and investigate accidents and incidents, as well as putting in place the processes and procedures to prevent future events.

Unit Standard: 17601      Level 4      Credits 6  
Produce an occupational health and safety incident investigation

## Apply Safe Work Practices

Duration: 2-4 Hours



Gain the tools to complete relevant documentation, communicate effectively and manage corrective actions when necessary.

Unit Standard: 17593      Level 2      Credits 4  
Apply safe work practices in the workplace

## Construction Site Access

Duration: 1/2 Day (4 Hours)



This course will give trainees effective training to safely enter a construction worksite.

Unit Standard: 21209      Level 2      Credits 4  
Demonstrate knowledge of and carry out health and safety procedures for a building construction site

## Contractor Health and Safety Management

Duration: 1 Day (8 Hours)



This course teaches the legislative and organisational health and safety requirements for engaging contractors to perform work on site

Unit Standard: 17595      Level 4      Credits 8  
Explain health and safety management requirements for contractors working on site

## Coordinated Incident Management System (CIMS)

Duration: 1 Day (8 Hours)



The course covers the roles and principals, functions and structures and the terms used in the CIMS framework.

Unit Standard: 32158

Level 3 Credits 2

Demonstrate basic knowledge of New Zealand's Co-ordinated Incident Management System

## Discomfort, Pain and Injury

Duration: 1 Day (8 Hours)



This course will support anyone that is involved in or responsible for the prevention and management of discomfort, pain and injury within your organisation.

Unit Standard: 17591

Level 3 Credits 8

Demonstrate knowledge of the prevention and management of Discomfort, Pain and Injury (DPI) in the workplace

## Hazard & Risk Management

Duration: 1 Day (8 Hours)



This course will give you the knowledge and skills required to effectively assess the level of risk associated with workplace hazards.

Unit Standard: 30265

Level 3 Credits 8

Apply health and safety risk assessment to a job role

Unit Standard: 497

Level 1 Credits 3

Demonstrate knowledge of workplace health and safety requirements

## Hazard & Risk Management Refresher Online

Duration: Online



This online course will refresh the units that you already hold. Unit Standard 30265 & 497.

## Hazard & Risk Management, PR & PI Refresher

Duration: 1 Day (8 Hours)



Refresh the units that you already hold. Unit Standard 17588, 17590 & 30265.

## Health and Safety at Work Seminar

Duration: 1/2 Day (4 Hours)



The seminar provides a foundation for attendees to create a plan for addressing improvements and change within their organisation, ensuring compliance with the Act, as well as reviewing latest case studies to demonstrate commercial risk.

Non unit standard

## Health and Safety Board & Management Overview

Duration: 2 Hours



Gain a general understanding of the duties and responsibilities of the Board and Management teams in relation to the Health and Safety at Work Act.

Non unit standard

## Health and Safety Board & Management Seminar

Duration: 1/2 Day (4 Hours)



Gain clarity and an in-depth understanding of the duties and responsibilities of the Board and Management teams in relation to the Health and Safety at Work Act.

Non unit standard

## Health and Safety Check

Duration: 2 Hours



A comprehensive Health and Safety Check of the applicants site or workplace.

Non unit standard



## Health and Safety Committee

Duration:1 Day (8 Hours)



Effectively develop a committee which encourages worker engagement, participation and representation, to manage health and safety in your organisation

Unit Standard: 30433      Level 3      Credits 2

Describe the role and function of a health and safety committee in a New Zealand workplace.

## Health and Safety Legislation

Duration:1/2 Day (4 Hours)



Learn about the key roles and responsibilities of Health and Safety Representatives, as well as Health and Safety Committee members within a workplace.

Unit Standard: 30264      Level 3      Credits 3

Describe duties, rights, representation and the regulator in terms of New Zealand health and safety legislation

## Health and Safety Representative: Initial

Duration: 1 Day (8 Hours)



This course will provide Health & Safety Representatives (HSR's) with the knowledge and skills to address issues raised by workers and manage them to the satisfaction of stakeholders

Unit Standard: 29315      Level 3      Credits 2

Describe the role and functions of the health and safety representative in a New Zealand workplace

## Hearing Conservation

Duration:1/2 Day (4 Hours)



This course will give trainees an understanding of the hearing mechanism and the causes of hearing impairment.

Unit Standard: 17594      Level 3      Credits 3

Demonstrate knowledge of hearing conservation in the workplace

## Isolations

Duration:1/2 Day (4 Hours)



This course will give the necessary knowledge to identify when you need to apply isolation procedures and how to lockout or reinstate machinery.

Unit Standard: 25043      Level 3      Credits 4  
Lockout and reinstate machinery in the workplace

## Manual Handling Early Childhood Care

Duration:1/2 Day (4 Hours)



Learn to apply effective lifting and moving techniques that will relate directly to your work activities and gain awareness and knowledge for combating back and musculoskeletal injuries.

Unit Standard: 17592      Level 3      Credits 4  
Identify the causes of back injury and methods to prevent back injuries in the workplace.

## Manual Handling ( Prevention of Back Injury)

Duration:1/2 Day (4 Hours)



Learn to apply effective lifting and moving techniques that will relate directly to your work activities and gain awareness and knowledge for combating back and musculoskeletal injuries.

Unit Standard: 17592      Level 3      Credits 4  
Identify the causes of back injury and methods to prevent back injuries in the workplace.

## Manual Handling & Prevention of Back Injury

Duration:1 Day (8 Hours)



Develop the knowledge and skills to safely lift, move, and handle objects while preventing back injuries in the workplace.

Unit Standard: 17592      Level 3      Credits 4  
Identify the causes of back injury and methods to prevent back injuries in the workplace.

Unit Standard: 17459      Level 3      Credits 3  
Demonstrate and apply knowledge of safe manual handling practices in the workplace.

## Marae Health and Safety

Duration: 6 Hours



This seminar will help identify relevant legislation that may affect the Marae, including the difference between a volunteer worker, a volunteer association and the responsibilities and duties of a PCBU

Non unit standard

## PCBU Health & Safety Awareness Online

Duration: Online



The goal of the training is to provide clear and comprehensive knowledge about the subject matter, which is the HSWA 2015

Non unit standard

## Workplace Health & Safety Culture

Duration: 1 Day (8 Hours)



This course will provide you with the ability to describe health and safety work practices in the workplace

Unit Standard: 30266      Level 3      Credits 6

Demonstrate knowledge of workplace health and safety culture, and practices

## Workplace Health and Safety

Duration: 1/2 Day (4 Hours)



Gain a comprehensive understanding of the principal systems including, but not limited to, emergency procedures, worker participation and engagement and hazard reporting.

Unit Standard: 497      Level 1      Credits 3

Demonstrate knowledge of workplace health and safety requirements

## Workplace Safety Signs Online

Duration: Online



In this interactive eLearning training, you will learn about workplace safety signage, the different types and colours of safety signage, and what they all mean.

Non unit standard

## More Info



# Heights

## Harness Safety

Duration: 1/2 Day (4 Hours)



This course will provide trainees with the skills to identify the correct equipment, carry out pre-use checks and learn how to use the harness safely in conjunction with other height safety equipment.

Unit Standard: 23229	Level 3	Credits 4
Use safety harness system when working at height		

## Height Safety Advanced

Duration: 2 Days (16 Hours)



This course will guide you through the selection and inspection of various fall arrest systems and relevant ropes and knots.

Unit Standard: 15757	Level 3	Credits 4
Use, install and disestablish temporary proprietary fall arrest systems when working at height		

Unit Standard: 23229	Level 3	Credits 4
Use safety harness system when working at height		

Unit Standard: 25045	Level 3	Credits 4
Employ height safety equipment in the workplace		

## Height Safety Advanced With Legislation

Duration: 2 Days (16 Hours)



Gain a comprehensive understanding of the legal requirements and management of proprietary height safety systems and procedures.

Unit Standard: 15757	Level 3	Credits 4
Use, install and disestablish temporary proprietary fall arrest systems when working at height		

Unit Standard: 23229	Level 3	Credits 4
Use safety harness system when working at height		

Unit Standard: 25045	Level 3	Credits 4
Employ height safety equipment in the workplace		

Unit Standard: 17600	Level 3	Credits 3
Explain safe work practices for working at heights		

## Height Safety Equipment Inspection

Duration:1/2 Day (4 Hours)



This course will give trainees the skills required to identify, inspect and maintain height safety equipment such as harness, lanyards, karabiners, slings, ascenders, descenders, rope, pulley wheels, back-up devices, helmet and ancillary equipment

Unit Standard: 19359      Level 3      Credits 3  
Inspect and maintain height safety equipment

## Height Safety Introduction

Duration:1 Day (8 Hours)



This course will guide you through the selection and use of different types of fall arrest equipment.

Unit Standard: 23229      Level 3      Credits 4  
Use a safety harness for personal fall prevention when working at height

Unit Standard: 25045      Level 3      Credits 4  
Employ height safety equipment in the workplace

## Height Safety Introduction With Legislation

Duration:1 Day (8 Hours)



This course will guide you through the selection and use of different types of fall arrest equipment.

Unit Standard: 23229      Level 3      Credits 4  
Use a safety harness for personal fall prevention when working at height

Unit Standard: 25045      Level 3      Credits 4  
Employ height safety equipment in the workplace

Unit Standard: 17600      Level 3      Credits 3  
Explain safe work practices for working at heights

## Height Safety Refresher

Duration:1/2 Day (4 Hours)



Refresh the units that you already hold. Unit Standard 23229 & 25045



# Mobile Elevating Work Platform

Mobile Elevated Work Platform

Duration: 1 Day (8 Hours)



Understand the legal obligations, pre-check requirements and skills needed to safely operate a Mobile Elevating Work Platform

Unit Standard: 23966	Level 3	Credits 2
Describe types of elevating work platforms (EWPs) and legislative requirements for their use		

Unit Standard: 23960	Level 3	Credits 3
Assess the worksite, prepare and operate a scissor lift		

Unit Standard: 23961	Level 3	Credits 4
Assess the worksite, prepare and operate a truck-mounted EWP		

Unit Standard: 23962	Level 4	Credits 5
Assess the worksite, prepare and operate a self-propelled boom lift		

Unit Standard: 23963	Level 3	Credits 4
Assess the worksite, prepare and operate a trailer-mounted EWP		

Unit Standard: 23964	Level 3	Credits 2
Assess the worksite, prepare and operate a vertical lift		

Mobile Elevating Work Platform Refresher -  
Theory, Scissor Lift & Self Propelled Boom (Public Course)

Duration: 2 Hours



Refresh the units that you already hold. Unit Standard 23966, 23960 and 23962.

Mobile Elevating Work Platform Refresher  
(Company/Group Course)

Duration: 1/2 Day (4 Hours)



Refresh the units that you already hold. Unit Standard 23966, 23960, 23961, 23962, 23963 and 23964

More Info



# Permit to Work

## Common Permit to Work

Duration: 1 Day (8 Hours)



Learn how to apply for and work under a written work permit within the Common Permit to Work System

Unit Standard: 17588      Level 3      Credits 4

Apply for, accept and carry out work according to a work permit in the workplace.

## Permit Issuer

Duration: 1 Day (8 Hours)



This course will ensure you understand the essential components of the Permit to Work system, the mechanics of implementing the system and how to monitor its effectiveness in your role

Unit Standard: 17590      Level 3      Credits 6

Apply for, accept and carry out work according to a work permit in the workplace.

## Permit Receiver

Duration: 1 Day (8 Hours)



This course will ensure you understand the essential components of the Permit to Work system, the mechanics of implementing the system and how to monitor its effectiveness in your role

Unit Standard: 17588      Level 3      Credits 4

Apply for, accept and carry out work according to a work permit in the workplace

## Online Permit Issuer Refresher

Duration: Online



Refresh the units that you already hold. Unit Standard 17590

## Online Permit Receiver Refresher

Duration: Online



Refresh the units that you already hold. Unit Standard 17588



# Rural and Agriculture

## 4WD Training

Duration: 2 Days (16 Hours)



This course teaches 4WD operators the knowledge, skills, and attributes for all essential areas of the units of competency covered under the full “best practice” guidelines for 4WD operation in the workplace.

Unit Standard: 17976	Level 3	Credits 4
Demonstrate knowledge of operating a light 4WD vehicle in an offroad environment		

Unit Standard: 17978	Level 3	Credits 4
Operate a light 4WD vehicle in an off-road environment		

### Optional Additional Unit Standards

Unit Standard: 20848	Level 3	Credits 4
Demonstrate knowledge of and skills for driving a light four wheel drive (4WD) on-road		

Unit Standard: 17678	Level 3	Credits 3
Drive a light motor vehicle on unsealed road surfaces		

Unit Standard: 17676	Level 2	Credits 3
Carry out a pre-start vehicle check on a vehicle or machine, and start and shut down the vehicle or machine		

Unit Standard: 17977	Level 3	Credits 2
Develop a plan for off-road light four-wheel drive (4WD) driving		

Unit Standard: 20620	Level 3	Credits 4
Develop a recovery plan and safely recover a light 4WD vehicle		

Unit Standard: 18138	Level 2	Credits 2
Fit and remove vehicle chains		

## Chainsaw Safety Initial & Refresher

Duration: 2 Days (16 Hours)



This course is aimed at producing a chainsaw operator who is able to safely demonstrate and apply the knowledge for chainsaw use.

Unit Standard: 6916	Level 2	Credits 5
Demonstrate knowledge of the rules for chainsaw use; describe rules relating to the transport and use of chainsaw fuel; and describe PPE and first aid requirements.		

Unit Standard: 6917	Level 2	Credits 10
This unit standard is intended for those new to the forestry industry and chainsaw users in industries other than commercial forestry.		



## Chainsaw Safety Initial & Refresher

Duration:1 Day (8 Hours)



Refresh the units that you already hold. Unit Standard 6916 and 6917

## Hazardous Substances in Agriculture

Duration:1 Day (8 Hours)



Learn to safely handle, store, and apply hazardous substances in agriculture while meeting New Zealand's regulatory requirements.

Unit Standard: 21563	Level 3	Credits 8
Describe hazard classification systems, and the safe and responsible use of agrichemicals		

Unit Standard: 24556	Level 2	Credits 5
Prepare to apply and apply agrichemicals using hand held equipment		

## Light Utility Vehicle Initial & Refresher

Duration: 2 Days (16 Hours)



The course is targeted specifically for operators of LUVs used in the workplace and teaches trainees to ride effectively and safely over varied terrain.

Unit Standard: 24553	Level 2	Credits 4
Operate a light utility vehicle (LUV) on flat terrain in the workplace under close supervision		

Unit Standard: 24556	Level 2	Credits 3
Demonstrate knowledge of the safe operation of a light utility vehicle (LUV)		

Unit Standard: 24558	Level 3	Credits 4
Operate a light utility vehicle (LUV) on rolling terrain under limited supervision		

Unit Standard: 24560	Level 3	Credits 3
Operate a light utility vehicle (LUV) with trailed equipment under limited supervision		

Unit Standard: 24562	Level 3	Credits 3
Operate a light utility vehicle (LUV) with mounted equipment or a load under limited supervision		

## Light Utility Vehicle Initial & Refresher

Duration:1 Day (8 Hours)



Refresh the units that you already hold. Unit Standard 24553, 24556, 24558, 24560 and 24562

## Open Space Mower Operation

Duration: 1-2 Days



This course teaches how to select and prepare mowing equipment and machinery, carry out worksite preparation and safety checks, operate a mower to mow reserves and roadside vegetation and carry out post-operational procedures.

Unit Standard: 19750	Level 4	Credits 15
Operate a mower for rural contracting		

## Quad Bike Initial & Refresher

Duration: 2 Days (16 Hours)



The course is targeted specifically at quad bikes used in the workplace and teaches the trainee to ride effectively and safely over varied terrain.

Unit Standard: 24557	Level 2	Credits 3
Demonstrate knowledge of the safe operation of a quad bike		

Unit Standard: 24554	Level 2	Credits 4
Operate a quad bike on flat terrain in the workplace under close supervision		

Unit Standard: 24559	Level 3	Credits 4
Operate a quad bike on rolling terrain under limited supervision		

Unit Standard: 24563	Level 3	Credits 3
Operate a quad bike with mounted equipment or load under limited supervision		

Unit Standard: 24561	Level 3	Credits 4
Operate a quad bike with trailed equipment under limited supervision		

## Quad Bike Initial & Refresher

Duration:1 Day (8 Hours)



Refresh the units that you already hold. Unit Standard 24557, 24554, 24559, 24563 and 24561



This course teaches the knowledge, skills and attributes required for an individual to drive a tractor effectively and safely in varied terrain.

Unit Standard: 19044	Level 2	Credits 3
Demonstrate knowledge of the legal requirements and hazards associated with tractor use.		

Unit Standard: 31913	Level 2	Credits 3
Operate a basic tractor on flat terrain under close supervision.		

### Optional Additional Unit Standards

Unit Standard: 27604	Level 3	Credits 4
Operate a tractor with an attached implement on rolling terrain under limited supervision.		



This course teaches the knowledge, skills and attributes required for an individual to drive a tractor effectively and safely in varied terrain.

Unit Standard: 19044	Level 2	Credits 3
Demonstrate knowledge of the legal requirements and hazards associated with tractor use.		

Unit Standard: 31913	Level 2	Credits 3
Operate a basic tractor on flat terrain under close supervision.		

### Optional Additional Unit Standards

Unit Standard: 24538	Level 3	Credits 4
Describe tractor stability and the dynamics of tractors and attached implements		

Unit Standard: 24539	Level 3	Credits 4
Maintain and use a power take off (PTO) driven implement attached to a tractor under limited supervision		

Unit Standard: 27604	Level 3	Credits 4
Operate a tractor with an attached implement on rolling terrain under limited supervision.		

Unit Standard: 31914	Level 2	Credits 2
Attach and detach a power take off driven 3 point linkage mounted implement to a basic tractor under close supervision.		



# Schools

## Schools Confined Space - Entrant Only

Duration: 1 Day (8 Hours)



Acquire a comprehensive understanding of the hazards and controls used when working with confined spaces.

Unit Standard: 18426      Level 3      Credits 4

Demonstrate knowledge of hazards associated with confined space

## Schools Construction Site Access

Duration: 1/2 Day (4 Hours)



This course will give you effective training to safely enter a construction worksite.

Unit Standard: 21209      Level 2      Credits 4

Demonstrate knowledge of and carry out health and safety procedures for a building construction site

## Schools Discomfort, Pain and Injury

Duration: 1 Day (8 Hours)



Ensure ongoing physical performance by understanding how the body functions and effective techniques to combat the risk of injury

Unit Standard: 17591      Level 3      Credits 8

Demonstrate knowledge of the prevention and management of Discomfort, Pain and Injury (DPI) in the workplace

## Schools Harness Safety

Duration: 1/2 Day (4 Hours)



Understand how to work safely with and follow procedures related to hazardous substances found in the workplace.

Unit Standard: 23229      Level 3      Credits 4

Use safety harness system when working at height

## Schools Essentials in Construction

Duration: 2 Days (16 Hours)



This course will give you an understanding of terminology/signage used on a construction site and how to complete a Risk assessment including JSAs to meet the requirements of the HSWA 2015

Unit Standard: 497	Level 1	Credits 3
Demonstrate knowledge of workplace health and safety requirements		

Unit Standard: 30265	Level 3	Credits 8
Apply health and safety risk assessment to a job role		

Unit Standard: 21209	Level 2	Credits 4
Demonstrate knowledge of and carry out health and safety procedures for a building construction site		

## Schools Essentials in Health and Safety

Duration: 2 Days (16 Hours)



Learn your roles and responsibilities as a worker, as well as how to complete a risk assessment and JSA.

Unit Standard: 497	Level 1	Credits 3
Demonstrate knowledge of workplace health and safety requirements		

Unit Standard: 30265	Level 3	Credits 8
Apply health and safety risk assessment to a job role		

Unit Standard: 19522	Level 2	Credits 4
Undertake job safety analysis		

## Schools Drugs and Alcohol Management

Duration: 1/2 Day (4 Hours)



Gain the knowledge and skills to effectively address drug and alcohol challenges, ensuring a safe and compliant workplace

Unit Standard: 22316	Level 3	Credits 4
Demonstrate knowledge of the management of drug and alcohol related problems in the workplace		

## Schools Fire and Emergency Warden

Duration: 1/2 Day (4 Hours)



Gain the knowledge and skills to carry out an effective fire and emergency plan

Unit Standard: 18408

Level 3

Credits 3

Demonstrate knowledge of fire and emergency warden duties in the workplace

## Schools Fire Extinguisher

Duration: 1/2 Day (4 Hours)



Gain knowledge in the operation of different types of fire extinguishers and fire suppression techniques used in the workplace.

Unit Standard: 3271

Level 2

Credits 1

Suppress fire with hand extinguishers and fixed hose reels

Unit Standard: 4647

Level 2

Credits 1

Explain principles of fire science

## Schools Forklift Operator

Duration: 1 Day (8 Hours)



This course develops the skills, knowledge and confidence required to start up, operate and drive a forklift in a range of environmental conditions.

Unit Standard: 10851

Level 3

Credits 7

Operate a powered industrial lift truck (forklift)

## Schools Hazard and Risk Management

Duration: 1 Day (8 Hours)



This course will give you the skills to identify the difference between hazards and risks in the workplace or job role and carry out a risk assessment for specific workplace scenarios.

Unit Standard: 30265

Level 3

Credits 8

Apply health and safety risk assessment to a job role

## Schools Health and Safety

Duration: 1 Day (8 Hours)



Prepare yourself for future employment, with a comprehensive understanding of the Health and Safety at Work Act 2015 and the practical skills to apply these principles in the workplace

Unit Standard: 497                      Level 1    Credits 3  
Apply health and safety risk assessment to a job role

Unit Standard: 19522                      Level 3    Credits 3  
Undertake job safety analysis

## Schools Hearing Conservation

Duration: 1/2 Day (4 Hours)



Understand the Science of Sound and Equip Yourself with the right Hearing Protection for the job

Unit Standard: 17594                      Level 3    Credits 3  
Demonstrate knowledge of hearing conservation in the workplace

## Schools Hearing Conservation and Manual Handling

Duration: 1 Day (8 Hours)



Gain a valuable understanding of how to avoid back pain and hearing loss, two of the most common workplace injuries

Unit Standard: 17592                      Level 3    Credits 4  
Identify the causes of back injury and methods to prevent back injury's in the workplace

Unit Standard: 17594                      Level 3    Credits 3  
Demonstrate knowledge of hearing conservation in the workplace

## Schools Height Safety Introduction

Duration: 1 Day (8 Hours)



Understand how to effectively use height safety and safety harness equipment

Unit Standard: 17600                      Level 3    Credits 3  
Explain safe work practices for working at heights

Unit Standard: 23229                      Level 3    Credits 4  
Use a safety harness for personal fall prevention when working at height

## Schools Manual Handling

Duration: 1/2 Day (4 Hours)



Understand how the body functions and how to use the correct techniques to prevent back injury in the workplace.

Unit Standard: 17592

Level 3 Credits 4

Identify the causes of back injury and methods to prevent back injury's in the workplace

## Schools Risk Assessment

Duration: 1/2 Day (4 Hours)



Learn to identify potential hazards, accurately evaluate risks, and implement mitigation strategies according to regulatory requirements and industry best practices.

Unit Standard: 30265 Level 3 Credits 8

Apply health and safety risk assessment to a job role

## Schools Security (COA) Certificate of Approval

Duration: 3 Days (24 Hours)



Designed for individuals seeking to establish or enhance their career in the security industry, this course is essential for acquiring or renewing a COA licence in New Zealand.

Unit Standard: 27364 Level 2 Credits 4

Demonstrate knowledge of the security industry in the pre-employment context.

Unit Standard: 27360 Level 3 Credits 4

Describe conflict management in a security context.

Unit Standard: 27361 Level 3 Credits 4

Manage conflict situations in a security context.

## Schools Workplace Health & Safety Fundamentals

Duration: 1/2 Day (4 Hours)



Embark on a focused half-day journey to understand the critical elements of workplace health and safety according to the HSWA.

Unit Standard: 497 Level 1 Credits 3

Demonstrate knowledge of workplace health and safety requirements





# Security and Conflict Management

## Conflict De-escalation Introduction

Duration: 1/2 Day (4Hours)



Learn the essential skills for conflict de-escalation

Non unit standard

## Conflict De-escalation and Personal Restraint Introduction

Duration: 1 Day (8 Hours)



Learn the essential skills for personal restraint and conflict de-escalation

Non unit standard

## Conflict De-escalation Training VR

Duration: 1/2 Day (4Hours)



With the use of Virtual Reality we are able to offer up scenarios that mimic real-life experience to better equip your team members with the skills to look for cues and de-escalate potential high risk situations.

Non unit standard

## Security (COA) Certificate of Approval

Duration: 3 Days (24 Hours)



Designed for individuals seeking to establish or enhance their career in the security industry, this course is essential for acquiring or renewing a COA licence in New Zealand.

Unit Standard: 27364      Level 2      Credits 4

Demonstrate knowledge of the security industry in the pre-employment context.

Unit Standard: 27360      Level 3      Credits 4

Describe conflict management in a security context.

Unit Standard: 27361      Level 3      Credits 4

Manage conflict situations in a security context.



# Truck Licensing and Endorsements

Class 2 Truck Licence  
(2 Day, must hold learners licence)

Duration: 2 Days (16 Hours)



A Class 2 license allows you to drive a vehicle up to 18,000kgs or a vehicle with two axles.

Unit Standard: 24089      Level 3      Credits 5  
Demonstrate knowledge of fatigue management, work time, and driver logbook requirements

Unit Standard: 17574      Level 3      Credits 7  
Operate a rigid vehicle to meet the requirements for a full Class 2 driver licence

Class 2 Truck Licence (3 Day)

Duration: 3 Days (24 Hours)



A Class 2 license allows you to drive a vehicle up to 18,000kgs or a vehicle with two axles

Unit Standard: 24089      Level 3      Credits 5  
Demonstrate knowledge of fatigue management, work time, and driver logbook requirements

Unit Standard: 17574      Level 3      Credits 7  
Operate a rigid vehicle to meet the requirements for a full Class 2 driver licence

Class 4 Truck Licence  
(1 Day, must hold learners licence)

Duration: 1 Day (8 Hours)



The Class 4 Licence allows you to drive a vehicle 18,000kg and over.

Unit Standard: 24089      Level 3      Credits 5  
Demonstrate knowledge of fatigue management, work time, and driver logbook requirements

Unit Standard: 17576      Level 3      Credits 7  
Operate a rigid vehicle to meet the requirements for a full Class 4 driver licence

## Class 4 Truck Licence (2 Day)

Duration: 2 Days (16 Hours)



The Class 4 Licence allows you to drive a vehicle 18,000kg and over.

Unit Standard: 24089      Level 3      Credits 5  
Demonstrate knowledge of fatigue management, work time, and driver logbook requirements

Unit Standard: 17576      Level 3      Credits 7  
Operate a rigid vehicle to meet the requirements for a full Class 4 driver licence

## Class 5 Truck Licence (2 Day, must hold learners licence)

Duration: 2 Days (16 Hours)



The Class 5 Licence allows you to drive a vehicle 25,000kg and over.

Unit Standard: 24089      Level 3      Credits 5  
Demonstrate knowledge of fatigue management, work time, and driver logbook requirements

Unit Standard: 17577      Level 3      Credits 7  
Operate a combination vehicle to meet the requirements for a full Class 5 driver licence

## Class 5 Truck Licence (3 Day)

Duration: 3 Days (24 Hours)



The Class 5 Licence allows you to drive a vehicle 25,000kg and over.

Unit Standard: 24089      Level 3      Credits 5  
Demonstrate knowledge of fatigue management, work time, and driver logbook requirements

Unit Standard: 17577      Level 3      Credits 7  
Operate a combination vehicle to meet the requirements for a full Class 5 driver licence

## Dangerous Goods Endorsement and Refresher

Duration: 1 Day (8 Hours)



This course is available to anyone wishing to gain unit standard 16718 or refresh this unit standard which they already hold.

Unit Standard: 16718

Level 3

Credits 5

Demonstrate and apply knowledge of law and practice for the transport of Dangerous Goods by road

## Transport - Load and Unload a Freight Vehicle

Duration: 1 Day (8 Hours)



This practical course helps your team learn the skills and correct loading techniques required to ensure goods vehicles are loaded and secured safely.

Unit Standard: 1753

Level 3

Credits 4

Load and unload a heavy goods vehicle

## Wheels, Tracks & Rollers

Duration: 1 Day (8 Hours)



If you drive a special-type vehicle on the road that isn't a forklift, you must have a W, T or R endorsement on your driver licence.

Unit Standard: 16701

Level 3

Credits 4

Demonstrate knowledge and skills for driving on a road for endorsement W (wheels)

Unit Standard: 16702

Level 3

Credits 3

Demonstrate knowledge and skills for driving on a road for endorsement R (rollers)

Unit Standard: 16703

Level 3

Credits 3

Demonstrate knowledge and skills for driving on a road for endorsement T (tracks)

More Info



# NZ Health & Safety Certificate (Level 3)

New Zealand Certificate in Workplace Health and Safety Practice (Level 3)

Duration: 14 Weeks



This nationally recognised NZQA qualification provides you with the fundamental skills and knowledge to actively contribute to health and safety practices in any New Zealand workplace.

Unit Standard: 17592      Level 3      Credits 4  
Identify the causes of back injury and methods to prevent back injuries in the workplace

Unit Standard: 17594      Level 3      Credits 3  
Demonstrate knowledge of hearing conservation in the workplace

Unit Standard: 17600      Level 3      Credits 3  
Explain safe work practices for working at heights

Unit Standard: 25045      Level 3      Credits 4  
Employ height safety equipment in the workplace

Unit Standard: 18426      Level 3      Credits 4  
Demonstrate knowledge of hazards associated with confined spaces

Unit Standard: 25510      Level 3      Credits 4  
Operate an atmospheric testing device to determine a suitable atmosphere exists to work safely

Unit Standard: 29315      Level 2      Credits 2  
Describe the role and functions of the Health and Safety Representative in a New Zealand workplace

Unit Standard: 30264      Level 3      Credits 3  
Describe duties, rights, representation and the regulator in terms of New Zealand health and safety legislation

Unit Standard: 30265      Level 3      Credits 8  
Apply health and safety risk assessment to a job role

Unit Standard: 30266      Level 3      Credits 6  
Demonstrate knowledge of workplace health and safety culture and practices

# Your Notes

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# The Strength of a Group

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## At Safety 'n Action we are part of the Aspire2 Group.

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