



### Step 3 - Employee and Employer: Resource Recovery Industry Qualifications

The Qualification the Employee wishes to train towards: **Please tick ONE qualification from the following:**

<b>Scrap Metal Recycling</b>	<b>Level</b>	<b>Duration (Months)</b>	<b>Tick</b>
<b>Limited Credit Programme</b>			
<b>1284</b> Introduction to Scrap Metal Recycling (23 credits)	2	12	
<b>National Certificate in</b>			
<b>1284</b> Scrap Metal Recycling (Introductory Skills)	2	12	
<b>1285</b> Scrap Metal Recycling (Operations)	3	12	
<b>1287</b> Scrap Metal Recycling (Administration)	3	12	
<b>1286</b> Scrap Metal Recycling (Nonferrous Purchasing)	5	36	

<b>Composting</b>	<b>Level</b>	<b>Duration (Months)</b>	<b>Tick</b>
<b>National Certificate in</b>			
<b>1315</b> Composting (Core Skills)	2	12	
<b>1316</b> Composting	3	24	
<b>National Diploma in</b>			
<b>1317</b> Composting	5	36	

<b>Zero Waste and Resource Recovery</b>	<b>Level</b>	<b>Duration (Months)</b>	<b>Tick</b>
<b>Limited Credit Programme</b>			
Introduction to Resource recovery (22 credits)	2	6	
Health, Safety and Environmental Management in Resource Recovery Operations	3	6	
<b>National Certificate in</b>			
<b>1345</b> Zero Waste and Resource Recovery (Principles for Implementation)	3	18	
<b>1347</b> Resource Recovery Operations	3	24	
<b>1348</b> Resource Recovery Operations	4	24	
<b>National Diploma in</b>			
<b>1346</b> Zero Waste and Resource Recovery	5	48	
<b>1349</b> Resource Recovery Operations	5	36	
<b>1349</b> Resource Recovery (with optional strand in Cleaner Production)	5	36	

<b>Solid Waste</b>	<b>Level</b>	<b>Duration (Months)</b>	<b>Tick</b>
<b>Limited Credit Programme</b>			
Health, Safety and Environmental Management in Solid Waste Operations	2	6	
<b>National certificate in</b>			
<b>1398</b> Solid Waste (Core Skills)	2	12	
<b>1398</b> Solid Waste (with optional strand in Hazardous Waste)	2	18	
<b>1399</b> Solid Waste Disposal (Landfill Entry Control)	3	18	
<b>1400</b> Solid Waste Disposal (Landfill Operations)	3	12	
<b>1401</b> Solid Waste Disposal (Landfill Management)	4	24	
<b>1401</b> Solid Waste Disposal (Landfill Management) with an optional strand in Gas Extraction	4	24	
<b>1401</b> Solid Waste Disposal (Landfill Management) with an optional strand in Leachate Removal	4	24	
<b>1401</b> Solid Waste Disposal (Landfill Management) with an optional strand in Tiphead Control	4	24	

<b>Hazardous Waste</b>	<b>Level</b>	<b>Duration (Months)</b>	<b>Tick</b>
<b>National Certificate in</b>			
<b>1402</b> Hazardous Waste (Processing and Disposal)	3	12	
<b>1403</b> Hazardous Waste (Processing and Disposal)	4	24	
<b>National Diploma in</b>			
<b>1404</b> Hazardous Waste (Processing and Disposal)	5	36	

## Terms of Agreement

### The Employer And The Employee Agree As Follows:

- 1 The training will commence from the date of this agreement and will be for at least twelve months.
- 2 Training Commencement and Completion
  - The training specified in this Agreement will commence upon EXITO receiving this form completed. The start date will be as per the Training Agreement Acknowledgment that EXITO will forward to the Employee.
  - The initial term of this agreement will be no less than 12 months.
- 3 The Employer will provide training to the Trainee in accordance with the specific requirements of the designated training programme.
- 4 I, as the trainee:
  - Commit to meeting the requirements of my selected training programme. If it is not achieved EXITO may terminate this Training Agreement.
  - Have read the training plan(s) of the qualification(s) I have enrolled into.
  - Shall undertake the training and learn the skills and knowledge of the industry as set down in the requirements of the designated training programme.
  - Authorise EXITO to exchange information related to my training with NZQA, the Tertiary Education Commission, my Training Provider, my employer and my assessor in accordance with the Privacy Act, including results of any pre or post training assessment undertaken for Literacy and Numeracy.
  - Declare that the particulars given are correct and I hereby apply to be registered as a Trainee for the Unit Standards towards the designated national qualification.

## Privacy Act

I authorise EXITO staff and their agents to collect and hold information relevant to this Training Agreement and distribute such information as is necessary to facilitate the management of my industry training, (providing it is done in accordance with the Privacy Act 1993), to any Teaching Institution, Industry Training Organisation, NZQA, MOE and TEC. If the employer meets the training costs, the employee authorises EXITO to exchange information with the employer, including results of training and any further relevant information. I agree to advise EXITO if my personal information is incorrect or changes and I understand that EXITO will hold my information securely and that I may have access to it at any time.

## Step 4 - Employee and Employer - Signatures

<b>Employer*</b>	I agree to the terms and conditions on page 4 of this document and confirm all steps have been taken to ensure the trainee understands his/her training obligations:	
Name:	Signature*:	Date:
<b>Employee/Trainee*</b>	I confirm that the information given on this form is true and correct and that I understand my responsibilities as a trainee, as outlined on page 4:	
Name:	Signature*:	Date:
Signed by Parent/Guardian if Trainee under 18 yrs old		Date:
<b>EXITO*</b>	EXITO confirms that an EXITO representative has read, understood and agreed to the associated TEC terms and conditions related to this programme.	
Name:	Signature*:	Date:

\*Forms will not be accepted unless signed by hand. Employee & Employer cannot be the same person.

***Thank you and all the best with achieving your industry qualification***

## Step 5 – Employer: Check all Steps are completed. Return form & fee/invoice details to EXITO

<b>EXITO Office use only</b>	<b>ANZSIC Code:</b> _____	<b>MOE Code:</b> _____
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