



**Australian Government**

# **AUMASM001 Monitor and maintain a safe automotive work environment**

**Release: 1**

# AUMASM001 Monitor and maintain a safe automotive work environment

## Modification History

Release	Comment
Release 1	Unit updated to reflect the new standards for Training Packages Replaces AUMASM3001 Maintain a safe automotive manufacturing work environment

## Application

This unit describes the performance outcomes required to monitor and maintain a safe automotive manufacturing environment.

It involves the application of skills and knowledge at a supervisory level to ensure a safe work environment for co-workers in the work area.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

## Competency Field

Manufacturing - Common

## Unit Sector

Health and Safety - Manufacture

## Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section
1. Identify and manage hazards in work area	<p>1.1 <b><i>Instructions</i></b> and plans are reviewed and safety concerns are identified</p> <p>1.2 Work area is reviewed and safety concerns and hazards are identified</p> <p>1.3 Hazards are managed prior to starting work according to <b><i>workplace procedures</i></b> and work health safety (WHS)</p>

Elements	Performance Criteria
	requirements
2. Maintain the necessary conditions for a safe work environment	2.1 Risk control measures are identified and implemented 2.2 Relevant WHS information is accurately and clearly explained to personnel 2.3 Current and updated WHS information is made readily and regularly accessible to personnel in a timely manner according to workplace procedures 2.4 Information about identifying hazards and controlling risks is regularly provided and explained to the work group
3. Monitor and improve safety in area of own responsibility	3.1 Accident and incident records and statistics are maintained and analysed according to workplace procedures 3.2 Best practice initiatives to reduce waste and environmental risk are identified, implemented and monitored 3.3 Effectiveness of control measures is monitored and inadequacies are promptly identified and resolved or reported to appropriate personnel 3.4 Opportunities are provided for personnel to contribute their views on current and future WHS practices, including views on how to eliminate or control risks 3.5 Recommendations for improvements are made to the appropriate person according to workplace procedures

## Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Skills	Description
Reading skills to:	<ul style="list-style-type: none"> <li>interpret WHS requirements and workplace procedures</li> <li>interpret work area instructions and plans to identify principal hazards and safety concerns in the work area.</li> </ul>
Writing skills to:	<ul style="list-style-type: none"> <li>complete risk assessment forms</li> <li>legibly complete accident and incident records.</li> </ul>
Oral communication skills to:	<ul style="list-style-type: none"> <li>explain WHS information, including workplace procedures</li> <li>engage with others in identifying workplace hazards and controlling risks</li> <li>communicate the effectiveness of control measures and make recommendations for improvement.</li> </ul>
Numeracy skills to:	<ul style="list-style-type: none"> <li>maintain and analyse accident and incident records and statistics.</li> </ul>

<b>Skills</b>	<b>Description</b>
Problem-solving skills to:	<ul style="list-style-type: none"> <li>• identify control measures to address issues from risk analysis</li> <li>• identify best practice and reduce environmental risk and waste.</li> </ul>
Teamwork skills to:	<ul style="list-style-type: none"> <li>• work with diverse team members in a supervisory role to:</li> <li>• ensure safe work practices are followed</li> <li>• encourage changed behaviour where unsafe practices are identified.</li> </ul>

## Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

<b><i>Instructions</i></b> must include:	<ul style="list-style-type: none"> <li>• job sheets, work plans, specifications, drawings and designs</li> <li>• manufacturer instructions for the use of equipment and materials</li> <li>• production planning figures</li> <li>• reporting and communications.</li> </ul>
<b><i>Workplace procedures</i></b> must include:	<ul style="list-style-type: none"> <li>• continuous improvement processes and standards</li> <li>• quality guidelines</li> <li>• recording and reporting guidelines</li> <li>• safe use of tools, equipment and machinery</li> <li>• WHS requirements.</li> </ul>

## Unit Mapping Information

No equivalent unit.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=bd587669-08b3-4cd5-85f0-f9fa0c6304c1>