



Australian Government

Assessment Requirements for BSBWHS506 Contribute to developing, implementing and maintaining WHS management systems

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB01 Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to contribute to:

- developing, implementing, reviewing and improving a Work Health and Safety management system (WHSMS) for an organisation
- developing work health and safety (WHS) policy and gaining commitment to the WHSMS
- consultation and communications processes
- developing and implementing a WHS plan
- measuring and evaluating WHS performance.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- summarise the key elements of a WHSMS
- identify barriers to WHSMS implementation and strategies to remove them
- list the benefits to an organisation of having return-to-work and injury management integrated into the WHSMS
- list essential content of a WHS improvement action plan
- specify legislative requirements for WHS information and data, and consultation
- describe the nature of information and data that provide valid and reliable measures of performance of WHS management processes
- identify relevant Commonwealth and state or territory WHS Acts, regulations, codes of practice, standards and guidance material, and other relevant publications
- describe a range of commonly used WHSMS and the associated WHSMS certification standards

- specify requirements for recordkeeping that address WHS, privacy and other relevant legislation
- describe the roles and responsibilities of individuals and parties under WHS legislation
- specify WHS positive performance indicators.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced by individuals carrying out work health and safety duties in the workplace and include access to:

- office equipment and resources
- workplace policies and procedures
- relevant Acts, regulations, codes of practice, standards and guidelines case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>