



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **HLTPOP220C Monitor and maintain rubbish collection and disposal systems**

**Release: 1**

## **HLTPOP220C Monitor and maintain rubbish collection and disposal systems**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Descriptor**

This unit aims to describe the competencies needed to identify community processes for rubbish collection and disposal, and the strategies needed to monitor and maintain rubbish collection and disposal systems in the community

### **Application of the Unit**

#### **Application**

Working in compliance with relevant legislation and regulations within which the worker's organisation operates is essential

### **Licensing/Regulatory Information**

Not Applicable

### **Pre-Requisites**

Not Applicable

## Employability Skills Information

### Employability Skills

This unit contains Employability Skills

## Elements and Performance Criteria Pre-Content

Elements define the essential outcomes of a unit of competency.

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in *italics* are elaborated in the Range Statement.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

- |   |   |
|---|---|
| 1. Identify community processes for <i>rubbish</i> collection and disposal          | 1.1 Ensure all work reflects consideration of what constitutes rubbish<br>1.2 Ensure all work reflects knowledge and understanding of <i>community processes</i> in relation to rubbish collection and disposal   |
| 2. Monitor and maintain the rubbish collection and disposal system in the community | 2.1 <i>Identify strategies within the worker's own roles and responsibilities</i> to prevent the transmission of diseases as it relates to rubbish collection and disposal<br>2.2 In conjunction with the supervisor <i>develop a work plan</i> in relation to the identified strategies to be used<br>2.3 Implement strategies in accordance with the plan<br>2.4 Discuss any potential issues of cultural concern with <i>relevant community members</i> if necessary<br>2.5 Report any difficulties or problems to supervisor in accordance with organisational policies and procedures<br>2.6 Refer any problems or difficulties that are outside of the area of responsibility or expertise to <i>key people</i> or agencies |

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level required for this unit.

#### *Essential knowledge:*

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes knowledge of:

- Basic knowledge of rubbish tip designs and environmental health considerations in terms of appropriate location of tip sites
- Basic knowledge of tip disposal methods (trench/land fill) and organisation of tip site, e.g. roads leading in and out, signage
- Bin designs/sizes
- Community processes in relation to rubbish collection and disposal
- Recycling/re-using options
- Sources of rubbish, e.g. household, living areas, store, clinic, meeting places

#### *Essential skills:*

It is critical that the candidate demonstrate the ability to:

- Monitor rubbish collection and disposal processes in the community

In addition, the candidate must be able to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes the ability to:

- Apply problem solving skills in recognising and identifying potential environmental health risks and hazards that can occur with rubbish collection and disposal processes in the community
- Effectively network and communicate with the employing organisation, householders, community members, key people and outside agencies
- Monitor rubbish collection and disposal processes in the community
- Take into account opportunities to address waste minimisation, environmental responsibility and sustainable practice issues

## Evidence Guide

### EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

*Critical aspects for assessment and evidence required to demonstrate this competency unit:*

- The individual being assessed must provide evidence of specified essential knowledge as well as skills
- Consistency in performance should consider the worker's ability to be able to monitor rubbish collection and disposal processes in the community and identify any potential environmental hazards and risks
- This needs to occur more than once and over a period of time
- Assessment of performance must be in relation to the worker's job role and area of responsibility in relation to the community processes that may already be established

*Access and equity considerations:*

- All workers in the health industry should be aware of access and equity issues in relation to their own area of work
- All workers should develop their ability to work in a culturally diverse environment
- In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people
- Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities

## EVIDENCE GUIDE

*Context of and specific resources for assessment:*

- This unit is best assessed on the job
- Access to resources, tools and equipment required to monitor and maintain rubbish collection and disposal in the community, such as:
  - shovel for digging own trenches in small outstations
  - light plant and machinery if possible and where appropriate
  - additional bins to place along heavy pedestrian pathways if necessary

## Range Statement

### RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

*Rubbish may refer to:*

- Biodegradable waste
- Non-biodegradable waste
- Solid waste
- Liquid waste
- Recyclable waste

## RANGE STATEMENT

*Community processes in relation to rubbish collection and disposal may refer to:*

- Position of bins in the community
- Collection schedule
- Personnel responsible for collection and disposal
- Type of vehicle and equipment used to collect rubbish, transport rubbish, and operate the tip
- Personnel responsible for vehicle and equipment maintenance
- Place and method of eventual disposal
- Alternative access routes if roads are cut off at any time, e.g. wet season, 'business'
- Alternative strategies for smaller communities and outstations

## RANGE STATEMENT

*Identifying strategies within the worker's own roles and responsibilities may include:*

- Monitoring street litter and the location of bins to ensure that there is an adequate number of bins near community facilities
- Ensuring there is provision of bins for each house/ living area for the deposit of household rubbish
- Ensuring that bins are located at strategic points along heavy pedestrian pathways
- Ensuring bins are durable and appropriately designed, e.g. bins on stands with chained lids to prevent dogs tipping them over and to keep pests out
- Assisting with the promotion and implementation of special clean up days in the community, e.g. larger items such as washing machines, car bodies, fridges and freezers etc.
- Monitoring tip sites to ensure that they are constructed and operated appropriately, e.g. location of tip site in relation to the community, roads leading in and out, appropriate signage, access, depth of trenches/appropriate land fill methods for example, rubbish to be dumped at the working face only
- In smaller outstations or communities the Indigenous Environmental Health Worker may have sole responsibility for maintaining the tip, e.g. digging trenches (2 metres deep) and covering over rubbish; this can be done by shovel if machinery is not available
- Education/health promotion, e.g. health effects of littering (hazards), options for recycling, composting, methods of household disposal of rubbish items, e.g. wrap broken glass in paper before taking it out to the bin, wash out tins of food, only throw paper items in the campfire

*Develop a work plan may include:*

- Diary planner/timetable
- Prioritising tasks
- Organising task checklists

*Relevant community members may include:*

- Elders
- Traditional owners
- Others in the community



## RANGE STATEMENT

*Issues of concern may be:*

- Rubbish tips being constructed without adequate consultation with the community, particularly in respect to areas of cultural significance, e.g. men's and women's areas, sacred sites
- In instances where the Indigenous Environmental Health Worker has sole responsibility for constructing and maintaining the tip site (smaller communities and outstations) the worker may need to ask or seek permission, additional advice/support on the most appropriate location for the site

*Report may be:*

- Verbal in either first language or English
- Written in either first language or English
- By showing supervisor the problem

*Referrals may be:*

- Verbally in either first language or English depending on the target group and whether or not referrals take place internally within the community, or outside the community to other key people or agencies
- Written correspondence, i.e.: fax, letters
- Photos of the problem/issue
- Video recording the problem/issue

*Problems that may be outside of the workers area of responsibility include some of the following:*

- Grading roads to ensure that there is all season access to the tip site
- Constructing alternative access roads if necessary
- Picking up people's litter in the community

*Key people and outside agencies may include:*

- Environmental Health Workers
- Community council
- Relevant government agencies (Planning, environment and transport departments)
- Contractors
- Community development workers
- Others responsible for rubbish collection and disposal in the community

## **Unit Sector(s)**

Not Applicable