



Australian Government

Assessment Requirements for MSMPER400 Coordinate permit process

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MSAPMPER400A Coordinate permit process

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and demonstrate the ability to:

- prepare and issue at least one (1) permit from three (3) different permit types
- analyse and resolve two (2) or more jobs with the potential to have conflict
- prepare at least one (1) audit report on live permits and one (1) on past permits, including the analysis of the audit findings
- analyse all current and proposed work to determine hazard controls and permit requirements
- coordinate the issue of permits for planned jobs
- ensure that issued permits specify appropriate conditions
- plan and undertake audits of live and past permits
- analyse audit results and identify improvements
- identify non-conformances and take appropriate action
- communicate effectively with team/work group and other personnel.

Knowledge Evidence

- Evidence must be provided that demonstrates knowledge of:
- organisation work control system procedures
- the operations of the plant and each major unit in it
- hazards that may arise in plant materials, processes and process conditions, including:
 - their possible causes
 - potential consequences
 - appropriate risk controls
 - hierarchy of control
- plant preparation and isolation procedures

auditing principles.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence based on a holistic assessment of the evidence.
- The collection of performance evidence:

- should provide evidence of the ability to perform over the range of situations which might be expected to be encountered, including typical disruptions to normal, smooth work conditions
- may use industry-based simulation particularly where safety, lack of opportunity or significant cost is an issue.
- Off-the-job assessment must sufficiently reflect realistic operational workplace conditions that cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment in a simulated environment should use evidence collected from one or more of:
 - walk-throughs
 - demonstration of skills
 - industry based case studies/scenarios
 - ‘what ifs’.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- As a minimum, assessors must satisfy the Standards for Registered Training Organisations 2015 assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027>