



Australian Government

Department of Education, Employment and Workplace Relations

UEPOPS528A Manage environmental management systems

Release: 1

UEPOPS528A Manage environmental management systems

Modification History

Not applicable.

Unit Descriptor

Unit Descriptor

1) Scope:

1.1) Descriptor

This unit deals with the skills and knowledge required to manage the environmental management strategy of the organisation. It involves the implementation of the policy and procedures covering environmental legislation and regulations

Application of the Unit

Application of the Unit 2)

This unit is intended to augment formally acquired competencies. It is suitable for employment-based programs under an approved contract of training.

Licensing/Regulatory Information

License to practice 3)

The skills and knowledge described in this unit do not require a licence to practise in the workplace. However, practice in this unit is subject to regulations directly related to Occupational Health and Safety.

Pre-Requisites

Prerequisite Unit(s) 4)

Competencies 4.1)

Granting of competency in this unit shall be made only after competency in the following unit(s) has/have been confirmed.

Where pre-requisite pathways have been identified. All competencies in the Common Unit Group must be have been completed.

Common Unit Group

Unit Code	Unit Title
-----------	------------

Literacy and numeracy skills 4.2)

Participants are best equipped to achieve this unit if they have reading, writing and numeracy skills indicated by the following levels. A description of what each level entails is provided in Section 2.3.1 Language, Literacy and Numeracy.

Reading	5	Writing	5	Numeracy	5
---------	---	---------	---	----------	---

Employability Skills Information

Employability Skills 5)

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements.

Elements and Performance Criteria Pre-Content

- 6) Elements describe the essential outcomes of a competency standard unit. Performance Criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Plan for management of the environmental management strategies	1.1 The purpose of the strategy is identified and, where necessary, clarified with relevant people and organisations
	1.2 Potential activities/operations that may impact on the environment are identified and investigated to ensure that minimisation strategies can be developed
	1.3 Management strategies are developed, selected and prioritised for implementation in order to provide the most effective resolution of issues/problems
	1.4 Achievable timelines, schedules and targets are established which enable strategy objectives to be met
	1.5 Financial resources, personnel, and physical facilities and equipment are determined and procured to achieve the strategy outcomes
2 Manage environmental management strategies	2.1 Environmental strategies/requirements are documented, assessed and evaluated to prevent repetition of risk
	2.2 Results and recommendations relating to environmental requirements are documented and confirmed with the appropriate personnel and in accordance with enterprise plan and procedures
	2.3 Others involved in, or affected by, the strategy are consulted in order to facilitate acceptance of the strategy implementation process
	2.4 Environmental strategy/requirements are

ELEMENT	PERFORMANCE CRITERIA
3 Monitor environmental management strategies	<p data-bbox="668 300 1313 405">promoted with the knowledge and cooperation of others involved in, or affected by, the implementation</p> <p data-bbox="549 443 1246 510">3.1 Regular data is collected to provide accurate measures of performance</p> <p data-bbox="549 546 1299 651">3.2 Statistically valid comparisons are made between objectives and performance to establish if objectives have been met</p> <p data-bbox="549 687 1267 792">3.3 Feedback from other personnel is evaluated in order to determine if changes to strategies are required</p> <p data-bbox="549 828 1294 938">3.4 Changes to implemented strategy are recommended as required by the enterprise plan or procedures</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Evidence shall show that knowledge has been acquired developing implementing and monitoring environmental management systems.

All knowledge and skills detailed in this unit should be contextualised to current industry practices and technologies.

The extent of the Essential Knowledge and Associated Skills required follows:

KS01-PO528A Environmental management systems

T1 Evidence shall show that knowledge has been acquired for safe working practices of:

- Relevant environmental, occupational health and safety legislation and regulations
- Enterprise procedures
- Plant drawings and manufacturers manuals
- Introduction to and typical arrangements of power production plant
- Relevant plant and equipment, its location and operating parameters
- Interpersonal skills techniques
- Stakeholder management techniques
- Time management techniques
- Leadership techniques
- Liaising with contractors and clients
- Project management techniques
- Project planning techniques
- Leadership techniques
- Relevant environmental statutory requirements (acts, legislation, regulations) and codes of practice
- Environmental awareness and impact
- Environmental planning/management
- Sources of pollution
- Pollution minimisation
- Resource usage
- Engineering practices
- Communication principles
- Strategic planning
- Risk management techniques
- Enterprise environmental strategies
- Responding to environmental issues

T2 Specific skills needed to achieve the performance criteria:

- Interpret plant drawings and manufacturers manuals

REQUIRED SKILLS AND KNOWLEDGE

- Apply relevant statutory requirements and codes of practice
- Recognise potential environmental issues
- Carry out environmental planning/strategy development
- Carry out risk management
- Research environmental reports
- Develop environmental strategies
- Identify sources of pollution
- Apply pollution minimisation procedures
- Manage resources
- Monitor environmental procedures/requirements
- Recommend strategy change
- Communicate effectively
- Apply data analysis techniques and tools.

Evidence Guide

EVIDENCE GUIDE

9) This provides essential advice for assessment of the competency standard unit and must be read in conjunction with the Performance Criteria and the range statement of the competency standard unit and the Training Package Assessment Guidelines. The Evidence Guide forms an integral part of this Competency Standard Unit and shall be used in conjunction with all components parts of this unit and, performed in accordance with the Assessment Guidelines of this Training Package.

Overview of Assessment 9.1)

Longitude competency development approaches to assessment, such as Profiling, require data to be reliably gathered in a form that can be consistently interpreted over time. This approach is best utilised in Apprenticeship programs and reduces assessment intervention. It is the Industry's preferred model for apprenticeships. However, where summative (or final) assessment is used it is to include the application of the competency in the normal work environment or, at a minimum, the application of the competency in a realistically simulated work environment. It is recognised that, in some circumstances, assessment in part or full can occur outside the workplace. However, it must be in accord with Industry and regulatory policy.

Methods chosen for a particular assessment will be influenced by various factors. These include the extent of the assessment, the

most effective locations for the assessment activities to take place, access to physical resources, additional safety measures that may be required and the critical nature of the competencies being assessed.

The critical safety nature of working with electricity, electrical equipment, gas or any other hazardous substance/material carries risk in deeming a person competent. Hence, sources of evidence need to be 'rich' in nature so as to minimise error in judgment. Activities associated with normal every day work have a bearing on the decision as to how much and how detailed the data gathered will contribute to its 'richness'. Some skills are more critical to safety and operational requirements while the same skills may be more or less frequently practised. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments. Sample assessment instruments are included in the Assessment Guidelines of this Training Package.

Critical aspects of evidence required to demonstrate competency in this unit 9.2)

Before the critical aspects of evidence are considered all pre-requisites shall be met.

Evidence for competence in this unit shall be considered holistically. Each element and associated Performance Criteria shall be demonstrated on at least two occasions in accordance with the "Assessment Guidelines – UEP12". Evidence shall also comprise:

- A representative body of work performance demonstrated within the timeframes typically expected of the discipline, work function and industrial environment. In particular this shall incorporate evidence that shows a candidate is able to:
 - Implement Occupational Health and Safety workplace procedures and practices including the use of risk control measures as specified in the Performance Criteria and Range Statement
 - Apply sustainable energy principles and practices as specified in the Performance Criteria and Range Statement
 - Demonstrate an understanding of the essential knowledge and associated skills as described in 6) of this unit
 - Demonstrate an appropriate level of employability skills

- Conduct work observing the relevant Anti Discrimination legislation, regulations, polices and workplace procedures
- Demonstrated performance across a representative range of contexts from the prescribed items below:
 - Knowledge and application of relevant sections of: Occupational Health and Safety legislation; Statutory legislation; Enterprise/site safety procedures; Enterprise/site emergency procedures
 - Producing environmental management strategies
 - Implementing environmental management strategies
 - Monitoring and reviewing environmental strategies
 - Dealing with an unplanned event by drawing on Essential Knowledge and Skills to provide appropriate solutions incorporated in the holistic assessment with the above listed items.

Context of and specific resources for assessment **9.3)**

This unit should be assessed as it relates to normal work practice using procedures, information and resources typical of a workplace. This should include:

- OHS policy and work procedures and instructions.
- Suitable work environment, facilities, equipment and materials to undertake actual work as prescribed by this competency standard unit.

Competency Standards should be assessed in the workplace or simulated workplace and under the normal range of workplace conditions.

Assessment of this unit will be supported with documentary evidence, by means of endorsement stating type and application of work.

In addition to the resources listed above in Context of assessment', evidence should show competency working, in limited spaces, with different types of plant and equipment as well as different structural/construction types and methods and in a variety of environments.

Method of assessment**9.4)**

This unit shall be assessed by methods given in Section 1.3.00 Assessment Guidelines.

Note:

Competent performance with inherent safe working practices is expected in the Industry to which this unit applies. This requires that the specified Essential Knowledge and Associated Skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the Essential Knowledge and Skills described in this unit.

Concurrent assessment and relationship with other units**9.5)**

There are no recommended concurrent assessments with this unit, however in some cases efficiencies may be gained in terms of learning and assessment effort being concurrently managed with allied competency standard units where listed

Nil

Range Statement

RANGE STATEMENT

10) This relates to the competency standard unit as a whole providing the range of contexts and conditions to which the Performance Criteria apply. It allows for different work environments and situations that will affect performance. Resources may include national, state, local or enterprise; environmental legislation, regulations, rules, codes of practice or procedures, case studies and technical reports. Potential activities/operations may include pollution threats to air and water, noise levels, hazardous sites and chemicals. Existing strategies may refer to national, industry or enterprise strategies or external recommendations. Personnel may refer to on-site staff, consultants, statutory/government agencies, community and technical experts. Implementation may affect on site personnel including contract personnel and the community. Generic terms are used throughout this Training Package for vocational standard shall be regarded as part of the Range Statement in which competency is demonstrated. The definition of these and other terms are given in Section 2.1 Preliminary Information and Glossaries.

Unit Sector(s)

Not applicable.

Competency Field

Competency Field **11)**
Operations.