



Australian Government

Department of Education, Employment and Workplace Relations

AURC272003A Apply environmental regulations and best practice in a workplace or business

Release: 1

AURC272003A Apply environmental regulations and best practice in a workplace or business

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit of competency covers the competence to identify and apply environmental regulations and avoid potential hazards in a workplace or business.
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Application of the Unit

Application of the unit	This unit applies to automotive business, excluding body repair, marine and mechanical involving the removal of components containing oils or other fluids.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units	

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify and apply environment regulations	1.1.Reasons for ethical environmental practice in a workplace or business are identified 1.2.Environmental responsibilities of staff in a workplace or business are identified 1.3.Penalties for individual breaches of legislation are identified 1.4.Waste is minimised, waste materials, including solids, sludge and biological materials are sorted and stored in bins for recycling or disposal 1.5.Packaging on goods received is sorted and disposed of
2. Identify and avoid hazards to stormwater	2.1.No wastewater or contaminants are allowed to enter stormwater system 2.2.Parts and components containing environmentally hazardous materials are stored undercover in a sealed and banded or drained treatment area 2.3.Liquid wastes are drained into storage or recycling containers 2.4.Spill kit is located and used as needed to prevent stormwater contamination 2.5.Spills are cleaned immediately and workplace is kept clean to prevent unintentional stormwater pollution
3. Identify and avoid hazards to air quality	3.1.Hazards of airborne particles are identified, minimised and contained 3.2.Hazards gases and fumes are identified, minimised and contained
4. Identify and avoid noise hazards	4.1.Noise creating activities are minimised and carried out within approved operating hours

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- collect, organise and understand information related to environmental procedures from legislation, regulations, policies, guidelines and workplace practices in a workplace or business
- communicate ideas and information to enable work is undertaken in accordance

REQUIRED SKILLS AND KNOWLEDGE

- with environmental best practice, coordination of work with site supervisor, other workers and customers, and reporting of work outcomes and problems
- plan and organise activities, including preparation of equipment and material and selection of worksite to avoid environmental contamination, backtracking, workflow interruptions or wastage
 - work with others and in a team by recognising dependencies and using cooperative approaches to minimise wastage, optimise workflow and productivity
 - use mathematical ideas and techniques to correctly complete measurements and estimate material requirements
 - use planning, checking and inspection techniques to avoid environmental contamination and wastage
 - use workplace technology related to environmental protection equipment

REQUIRED SKILLS AND KNOWLEDGE
Required knowledge
<p>Knowledge of:</p> <ul style="list-style-type: none"> • aspects of environmental legislation and its implications to work being undertaken • characteristics and potential environmental impact of products used in the business • philosophy of prevent, reuse, reduce, recycle • procedures for reporting machinery faults and material defects • internal reporting procedures for significant environmental damage occurring in the workplace

Evidence Guide

EVIDENCE GUIDE	
<p>The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<ul style="list-style-type: none"> • Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment • Apply environmental regulations and best practice • Identify material used in the business and assess their environmental impact • Follow work instructions, operating procedures and inspection processes to: <ul style="list-style-type: none"> • minimise risk of injury to self and others • prevent damage and wastage of goods, equipment and products • maintain required production output, product and service quality • Conduct operator maintenance on tooling and equipment to ensure environmental efficiency • Work effectively with others • Modify activities to cater for variations in workplace context and environment • Use of a spill kit.
Context of and specific resources for	<ul style="list-style-type: none"> • Assessment may occur on the job or in a workplace simulated facility with process equipment, materials,

EVIDENCE GUIDE	
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assessment	
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work instructions and deadlines.

- Access to an automotive business excluding, body repair, marine, mechanical involving removal of components containing oils or other fluids.

EVIDENCE GUIDE	
Method of assessment	<ul style="list-style-type: none"> • Assessment methods must confirm consistency of performance over time and in a range of workplace contexts. • Assessment should be by direct observation of tasks and questioning on underpinning knowledge. • Assessment should be conducted over time and may be in conjunction with assessment of other units of competency.
Guidance information for assessment	

Range Statement

RANGE STATEMENT	
<p>The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. 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) may also be included.</p>	
Unit scope	<ul style="list-style-type: none"> • Work involves normal activities of an automotive business, including the occupations of glazing, accessory fitting, window tinting, trimming and bicycles • This unit is applicable to Certificate II qualifications. Other specific environmental units of competency apply to marine, paint and panel preparation and some mechanical stream qualifications involving the removal of components containing oils or other fluids
Unit context	<ul style="list-style-type: none"> • OHS requirements, material safety data sheets (MSDS), hazardous substances and dangerous goods code and safe operating procedures • Work is carried out in accordance with legislative obligations, environmental legislation, health regulations, manual handling procedures and organisation insurance requirements • Work requires individuals to demonstrate discretion, judgement and problem-solving

RANGE STATEMENT	
	skills in undertaking environmentally sound work practices <ul style="list-style-type: none"> • Competence may be demonstrated in workplace or business, excluding body repair, marine, mechanical involving the removal of components containing oils or other fluids
Tooling and equipment	Tooling and equipment are to include: <ul style="list-style-type: none"> • spill kits and recycling containers
Materials	Materials may include: <ul style="list-style-type: none"> • MSDS
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation, regulations and enterprise policies and practices
Information/documents	Information/documents may include: <ul style="list-style-type: none"> • environmental legislation, regulations and advice • workplace procedures relating to the use of tooling and equipment • work instructions, including job cards/sheets • site environmental policy • workplace procedures relating to reporting and communication of environmental issues • manufacturer/component supplier specifications and operational procedures

Unit Sector(s)

Unit sector	Common
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Co-requisite units

Co-requisite units	

Co-requisite units		

Competency field

Competency field	
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