



Australian Government

Assessment Requirements for BSBWHS509 Facilitate the development and use of WHS risk management tools

Release: 1

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Modification History

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

Performance Evidence

Evidence of the ability to:

- select, develop and modify suitable work health and safety (WHS) risk management tools, in consultation with others, that address the workplace and legal requirements
- facilitate the use of WHS risk management tools including:
 - developing and conducting training for users
 - consulting on and facilitating logistical arrangements for use
 - supporting users
- use and apply WHS risk management tools and communicate outcomes including:
 - completing risk management process steps
 - facilitating logistical arrangements
 - collating and analysing results and findings
 - communicating results, findings and outcomes to others
- review usefulness and usability of WHS risk management tools and make changes based on the review outcomes.

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:

- describe risk management tools, their correct application, use and limitations
- identify internal and external sources of WHS information and data, and how to access them
- outline the language, literacy and cultural profile of the work team
- describe WHS risk management methods, techniques, procedures and processes, including:

- correct application and use
- limitations
- usefulness and usability
- summarise the nature of workplace processes (work flow, planning and control) and hazards relevant to the workplace
- outline organisational WHS policies, procedures, processes and systems
- identify other functional areas that impact on the management of WHS
- describe techniques, tools and processes for identifying WHS hazards including:
 - hazard and risk checklists
 - hazard hunts
 - job safety analyses
 - manifests and registers, including for dangerous goods, hazardous chemicals and plant
 - surveys using questionnaires, interviews and other survey techniques
 - safe work method statements
 - workplace inspections and walk throughs
- describe tools, techniques and methods to address specific physical or psychosocial risks
- outline WHS Acts, regulations, codes of practice and other instruments issued by WHS regulators and how they apply to the organisation.

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:

- relevant WHS Acts, regulations, codes of practice, standards and guidelines
- sources of information, data and advice
- risk management tools
- workplace policies and procedures
- 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.education.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>