Assessment Requirements for BSBWHS519 Lead the development and use of WHS risk management tools

# Modification History

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| Release | Comments |
| Release 1 | This version first released with BSB Business Services Training Package Version 5.0. |

# Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, and to:

* in consultation with others, select at least one work health and safety (WHS) risk management tool to be developed or modified that addresses WHS legislative and organisational requirements
* use above WHS risk management tool/s for intended purpose, including:
* facilitating logistical arrangements to the point of completion
* collating and analysing results and findings
* communicating results, findings and outcomes
* facilitate the use of the above WHS risk management tool/s, including:
* developing and conducting training for users
* consulting about and facilitating logistical arrangements for use
* supporting users
* review usefulness and usability of above WHS risk management tool/s and make changes based on review outcomes.

# Knowledge Evidence

The candidate must demonstrate the knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit. This includes knowledge of:

* WHS laws and other instruments issued by WHS regulators relating to the performance evidence, and procedures for applying them
* factors to consider when selecting WHS risk management tools, including:
* operational contexts, including specific physical and psychosocial hazards
* WHS organisational information, and valid and reliable methods for collecting it
* tool application and use
* limitations
* models for incident causation
* usefulness and usability
* organisational policies and procedures relating to WHS risk management tools, including those for:
* modifying and developing tools
* communicating information
* providing support on tools and their use
* reviewing tools
* key features of good-practice WHS risk management tools
* techniques, tools and processes for identifying WHS hazards:
* hazard and risk checklists
* hazard hunts
* job safety analyses
* manifests and registers, including those for dangerous goods, hazardous chemicals and plant
* surveys using questionnaires, interviews and other techniques
* safe work method statements
* workplace inspections and walk-throughs
* key aspects of logistical arrangements, including:
* communications
* availability of personnel
* ensuring required work areas and processes are accessible and in operation
* resources required to implement tool
* timetabling
* transport requirements.

# Assessment Conditions

Assessment must comply with WHS laws, legal responsibilities and duty of care required for this unit. It must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities undertaken by individuals carrying out WHS duties in the workplace, and must include access to:

* WHS laws, and organisational policies and procedures required to demonstrate the performance evidence
* sources of information, data and advice in relation to WHS risk management tools
* WHS risk management tools
* workplace equipment and resources, including manufacturer manuals, specifications, and operational information and data
* engagement in an actual workplace
* opportunities for interaction with others.

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards.

# Links

Companion Volume Implementation Guides are available from VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>