



Australian Government

Department of Education, Employment and Workplace Relations

CPPWMT5036A Develop waste management plans

Release: 1

CPPWMT5036A Develop waste management plans

Modification History

Revised unit

Unit updated and equivalent to PRMWM36B Develop a waste management plans

Slight change to outcome to clarify the difference between 'Developing a waste management plan' and 'Developing waste management strategies'

Unit Descriptor

This unit of competency specifies the outcomes required to develop a waste management plan for a client. It requires the ability to plan activities, liaise with clients, and effectively identify and assess their waste practices as well as issues that impact on their organisation's operations.

Application of the Unit

This unit of competency supports individuals who plan waste management activities. It includes contributing to the development of strategies, systems and plans, as well as recognising the need for expert advice. It also includes the ability to factor contingencies like staff supervision into planning processes.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

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.

Elements and Performance Criteria

- | | | | |
|---|--|-----|---|
| 1 | Review and evaluate waste management strategies to determine possible options. | 1.1 | <i>Waste management strategies</i> are reviewed in line with <i>organisational strategies and priorities</i> . |
| | | 1.2 | <i>Feasibility of waste management strategies</i> is assessed to ensure development of a realistic and achievable plan that conforms to <i>client</i> requirements and <i>legislation and codes</i> . |
| | | 1.3 | Plan is reviewed following feedback from relevant personnel. |
| 2 | Draft waste management plan. | 2.1 | Objectives and outcomes of waste management plan are identified, incorporating client's waste avoidance or minimisation aims and goals, where supplied. |
| | | 2.2 | Waste management plan with <i>implementation details</i> is produced. |
| | | 2.3 | Necessary adjustments to waste management plan are made to maximise achievement of objectives. |
| | | 2.4 | Waste management plan incorporates <i>staffing and contracting requirements, specific waste management strategies</i> and <i>presentation</i> requirements. |
| | | 2.5 | Client is consulted in the development of waste management plan. |
| | | 2.6 | Waste management plan is documented according to <i>organisational requirements</i> and legislation and codes. |

Required Skills and Knowledge

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

Required skills

- analytical skills to undertake historical analysis of practices
- interpersonal skills to:
 - manage consultation processes
 - present plans
- management skills to:
 - conduct strategic problem solving
 - plan work practices
 - organise work methodically
 - apply quality assurance practices
 - use information technology to complete tasks
- oral communication skills to:
 - ask questions
 - listen actively
 - provide strategic information
- reading skills to interpret:
 - plans
 - complex documentation
 - written communication skills to prepare complex strategic documentation
- critical thinking skills to develop waste management plan, identifying:
 - resource needs
 - hazards and risks

Required knowledge

- environmental issues relating to:
 - life cycle of products: re-new, re-use and recycle
 - environmental regulations
 - renewable energy
- features required for waste management plans, including:
 - site contract requirements
 - reclamation, recycling and re-use
 - waste disposal methods
 - waste minimisation
 - waste prevention

- waste segregation
- work procedures
- environmental issues
- environmental education
- past and future reviews and audits
- training outline
- internal and external audits
- monitoring personnel performance following training
- quality control checks
- review of effectiveness of new procedures and processes
- targets, such as:
 - carbon emissions reduction
 - cleaner production
 - lean management
 - recycling rates
 - waste disposal
 - waste minimisation
- identification and strategic knowledge of:
 - waste types, streams and characteristics
 - waste non-conformances
 - unanticipated waste
 - waste non-conformance procedures
 - waste containment
 - waste disposal and recovery routes
- occupational health and safety (OHS) requirements relating to:
 - dangerous goods and hazardous substances
 - OHS hierarchy of control
- resource recovery options relating to:
 - valuable resources within materials
 - potential resources to be recovered
- waste audit, including:
 - analysing waste practices
 - analysing previous audit plans and audit processes
 - outlining possible benefits and outcomes from conducting a waste assessment
 - types of client waste management surveys and their uses
 - sampling techniques
- waste management provision, including:
 - organisational requirements and structure, including workplace communication channels and procedures
 - legislation, regulations and codes of practice applicable to specific waste management

functions

- waste management options
- nature and significance of waste minimisation hierarchy life cycle assessment
- organisational pricing schedules
- waste management hierarchy
- duty of care

Evidence Guide

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.

Overview of assessment	This unit of competency could be assessed by observation of practical demonstration of the development of waste management plans.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>A person who demonstrates competency in this unit must be able to provide evidence of the required skills and knowledge specified in this unit.</p> <p>In particular the person should demonstrate the ability to:</p> <ul style="list-style-type: none"> • conduct feasibility analysis of plans • consult with clients to determine plans • present developed waste management plans.
Context of and specific resources for assessment	<p>Assessment of essential underpinning knowledge may be conducted in an off-site context. It is to comply with relevant regulatory or Australian standards' requirements.</p> <p>Resource implications for assessment include:</p> <ul style="list-style-type: none"> • work plans and approved specifications • forms and procedures manuals.
Method of assessment	<p>The process of developing a waste management plan must comply with industry expectations in the particular client environment. If the environment is narrowly defined or is not representative of industry needs, it may be necessary to refer to portfolio case studies to assess competency in the development of a waste management plan.</p> <p>Assessment methods must:</p> <ul style="list-style-type: none"> • satisfy the endorsed Assessment Guidelines of the Property Services Training Package • include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application • reinforce the integration of employability skills with workplace tasks and job roles • confirm that competency is verified and able to be transferred to other circumstances and environments.
Guidance information for assessment	Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

	<p>Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.</p> <p>This unit could be assessed on its own or in combination with other units of competency relevant to the job function, for example:</p> <ul style="list-style-type: none">• CPPWMT4030A Determine waste management services• CPPWMT5004A Develop waste management strategies• CPPWMT5033A Educate public on waste management issues.
--	---

Range Statement

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><i>Waste management strategies</i> may include:</p>	<ul style="list-style-type: none"> • implementation strategies, such as: <ul style="list-style-type: none"> • advertising • compliance • education and training • employee participation • environmental activity • management strategies, such as: <ul style="list-style-type: none"> • material safety data sheets (MSDS) • measurement and recording • OHS procedures • personal protective equipment (PPE) • process audits • process changes • product and material changes • product scheduling and planning • legislation and codes • site contract requirements • reclamation, recycling and re-use • waste disposal methods • waste minimisation • waste prevention • waste segregation • work procedures • objectives pertaining to: <ul style="list-style-type: none"> • changes to processes and procedures • environmental issues • education and training • past and future reviews and audits • recycling requirements • reduction of waste • review strategies, including: <ul style="list-style-type: none"> • internal and external audits • monitoring statistics
---	---

	<ul style="list-style-type: none"> • monitoring personnel performance following training • undertaking quality control checks • reviewing effectiveness of new procedures and processes • formalising review strategies via re-planning • sampling • counting waste • targets, such as: <ul style="list-style-type: none"> • carbon emissions reduction • cleaner production • lean management • recycling rates • waste disposal • waste minimisation.
<p><i>Organisational strategies and priorities</i> may include:</p>	<ul style="list-style-type: none"> • carbon emissions reduction • cleaner production • lean management • recycling rates • waste disposal methods • waste minimisation • waste prevention • waste segregation.
<p><i>Feasibility of waste management strategies</i> may include considering:</p>	<ul style="list-style-type: none"> • commitment to waste avoidance • compliance with legislation and codes • cost-benefit analysis • costs • governance • lead time • potential hazards and risks, such as: <ul style="list-style-type: none"> • broken glass • broken metal • compaction equipment • contamination • dust • fire • gases and fumes • hazardous waste (e.g. sharps) • narrow driveways • other vehicles and equipment • overhanging signs • projectiles

	<ul style="list-style-type: none"> • spark-producing equipment • unguarded conveyor belts • weather • process constraints • resource requirements, including: <ul style="list-style-type: none"> • equipment • personnel • resources available.
<i>Client</i> may include:	<ul style="list-style-type: none"> • all forms of business enterprises in this context, including: <ul style="list-style-type: none"> • government agencies • internal customers • local governments and councils • private and public companies • residents and ratepayers.
<i>Legislation and codes</i> may include:	<ul style="list-style-type: none"> • codes, including: <ul style="list-style-type: none"> • Australian Code for the Transport of Dangerous Goods by Road and Rail • industry • commonwealth, state and territory legislation, including: <ul style="list-style-type: none"> • anti-discrimination • environmental protection • equal employment opportunity • freedom of information • industrial • OHS • trade practices • road laws.
<i>Implementation details</i> may include:	<ul style="list-style-type: none"> • education • potential hazards and risks are those identified by the organisation that may lead to: <ul style="list-style-type: none"> • damage to plant, vehicle or property • harm to the environment • illness or injury to employees, contractors or the public • injuries resulting from manual handling and repetitive work • process changes • resource requirements • schedules • targets • timelines.
<i>Staffing and contracting</i>	<ul style="list-style-type: none"> • contracting skilled labour

requirements may include:	<ul style="list-style-type: none"> • personnel skill level • skills required to achieve plan • supervisory requirements • training requirements.
Specific waste management strategies may include:	<ul style="list-style-type: none"> • environmental issues • plant or site improvements • OHS procedures • processing methods • production dates and schedules • production inputs and outputs • recycling options • specific site requirements • storage and disposal methods • waste handling • waste hazard treatment • waste outputs • waste recovery.
Presentation may include:	<ul style="list-style-type: none"> • discussion • electronic communication • PowerPoint • written report.
Organisational requirements may include information found in:	<ul style="list-style-type: none"> • briefing papers • job sheets • letters • memos • operations manuals • policy and procedures documents • quality assurance documents • site development plans • tender and contract documents • training materials • verbal or written instructions • work procedures.

Unit Sector(s)

Waste management

Custom Content Section

Not applicable.