



Australian Government

Department of Education, Employment and Workplace Relations

FPICOR2203B Follow environmental care procedures

Release: 1

FPICOR2203B Follow environmental care procedures

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to identify, maintain and monitor positive environmental work practices. Competency requires recognition of basic environmental risks and hazards, and the following of OHS, environmental policies and workplace or industry practices with the aim of improving environmental care practices where necessary

General workplace legislative and regulatory requirements apply to this unit; however there are no specific licensing or certification requirements at the time of publication

This unit replaces FPICOR2203A Follow environmental care procedures

Application of the Unit

Application of the unit

This unit involves following environmental care procedures in a variety of work settings including a forest environment, saw mill, wood chip mill, veneer mill, board/plywood mill, timber treatment plants, forest products factory, forest products sales and service, horticultural, domestic, local council and emergency services environment as applicable to the unit

The skills and knowledge required for competent workplace performance are to be used within the scope of the person's job and authority

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

Employability Skills Information

Employability skills 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

ELEMENT	PERFORMANCE CRITERIA
1. Identify environmental care requirements	<p>1.1. Applicable <i>Occupational Health and Safety</i> (OHS), <i>environmental</i>, <i>legislative</i> and <i>organisational requirements</i> relevant to <i>environmental care procedures</i> are identified</p> <p>1.2. <i>Work order</i> is reviewed and <i>environmental care requirements</i> are identified and clarified with <i>appropriate personnel</i></p> <p>1.3. Existing and potential <i>environmental risks and hazards</i> are identified and reported to relevant personnel</p> <p>1.4. <i>Communication</i> with others about environmental care requirements is established and maintained in line with OHS requirements</p>
2. Ensure work practices follow environmental care requirements	<p>2.1. Applicable OHS, environmental, legislative and organisational requirements relevant to following <i>environmental care procedures</i> are followed</p> <p>2.2. Resources used in own work role are selected appropriate to work and environmental care requirements in line with site procedures</p> <p>2.3. Procedures for dealing with environmental incidents, accidents, and emergencies are followed within scope of own responsibilities</p>
3. Seek opportunities to improve environmental care practices	<p>3.1. Work plans to <i>improve environmental care practices and resource efficiency</i> are followed</p> <p>3.2. Specific improvements to environmental care practices and resource efficiency are suggested to relevant personnel</p> <p>3.3. Breaches or potential breaches of <i>environmental regulations</i> are reported to relevant personnel in line with workplace procedures</p> <p>3.4. Breaches or potential breaches of environmental care procedures are <i>recorded and reported</i> in line with workplace procedures</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level required for this unit

REQUIRED SKILLS AND KNOWLEDGE

Required skills

- Technical skills sufficient to use and maintain relevant tools, machinery and equipment
- Communication skills and interpersonal techniques sufficient to interact appropriately with colleagues and others in the workplace
- Literacy skills sufficient to accurately locate, record and report information
- Numeracy skills sufficient to estimate, measure and calculate time required to complete a task
- Problem solving skills sufficient to identify problems and equipment faults and demonstrate appropriate response procedures, review and accurately identify and interpret work requirements

Required knowledge

- Applicable Commonwealth, State or Territory legislation, regulations, standards, codes of practice and established safe practices relevant to the full range of processes for environmental care procedures
- Environmental protection requirements
- Organisational and site standards, requirements, policies and procedures relevant to environmental care procedures
- Environmental policies and practices, risks and hazards
- Environmental risks and hazard identification
- Established communication channels and protocols
- Problem identification and resolution strategies and common fault finding techniques
- Types of tools and equipment and procedures for their safe use and maintenance
- Appropriate mathematical procedures for estimating and measuring, including calculating time to complete tasks
- Procedures for recording and reporting workplace information

Evidence Guide

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

A person who demonstrates competency in this unit must be able to provide evidence that they can follow environmental care procedures

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to, and satisfy, all of the requirements of the elements of this unit and include demonstration of:

- following applicable Commonwealth, State or Territory legislative and regulatory requirements and codes of practice relevant to following environmental care procedures
- following organisational policies and procedures relevant to following environmental care procedures
- effective communication and safe work practices
- following environmental care procedures in line with environmental legislation and workplace procedures

Context of and specific resources for assessment

- Competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of required knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to follow relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials and equipment relevant to undertaking work applicable to this unit
 - specifications and work instructions

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of the FPI11 Training Package
- Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of required knowledge

EVIDENCE GUIDE

- Assessment must be by direct observation of tasks, with questioning on required knowledge and it must also reinforce the integration of employability skills
- Assessment methods must confirm the ability to access and correctly interpret and apply the required knowledge
- Assessment may be applied under project-related conditions (real or simulated) and require evidence of process
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances
- Assessment may be in conjunction with assessment of other units of competency
- The assessment environment should not disadvantage the candidate
- Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender or language backgrounds other than English
- Where the participant has a disability, reasonable adjustment may be applied during assessment
- Language and literacy demands of the assessment task should not be higher than those of the work role

Range Statement

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.

OHS requirements:

are to be in line with applicable Commonwealth, State or Territory legislation and regulations, and organisational safety policies and procedures, and may include:

RANGE STATEMENT

- personal protective equipment and clothing
 - safety equipment
 - first aid equipment
 - fire fighting equipment
 - hazard and risk control
 - fatigue management
 - elimination of hazardous materials and substances
 - safe forest practices including required actions relating to forest fire
 - manual handling including shifting, lifting and carrying
 - machine guarding
- Environmental requirements** may include:
- legislation
 - organisational policies and procedures
 - workplace practices
- Legislative requirements:** are to be in line with applicable Commonwealth, State or Territory legislation, regulations, certification requirements and codes of practice and may include:
- award and enterprise agreements
 - industrial relations
 - Australian Standards
 - confidentiality and privacy
 - OHS
 - the environment
 - equal opportunity
 - anti-discrimination
 - relevant industry codes of practice
 - duty of care
 - heritage and traditional land owner issues
- Organisational requirements** may include:
- legal
 - organisational and site guidelines
 - policies and procedures relating to own role and responsibility
 - quality assurance
 - procedural manuals
 - quality and continuous improvement

RANGE STATEMENT

- processes and standards
- OHS, emergency and evacuation procedures
 - ethical standards
 - recording and reporting requirements
 - equipment use and maintenance and storage requirements
 - environmental management requirements (waste disposal, recycling and re-use guidelines)
- Environmental care procedures** may include:
- integrating environmental considerations into everyday duties such as preventing and minimising the production of pollution (discharges to air, land and water, hazardous waste, reducing burning off activities, recycling materials, conservation practices)
 - improving workplace maintenance practices (such as using a broom instead of a hose, using environmental friendly cleaning agents)
- Work order** is to include:
- instructions for the environmental monitoring of work and procedures
 - environmental care requirements relevant to the work
- Environmental care requirements** may include:
- environmental sustainability
 - protection of water courses and water quality
 - soil and salinity management
 - reduction and disposal of waste
 - energy efficiency
 - biodiversity and habitat protection
 - conservation of natural resources
 - fire management
- and actions to limit the impact of:
- water pollution
 - soil erosion
 - land contamination
 - noise
- and actions to limit the impact to:

RANGE STATEMENT

- Appropriate personnel** may include:
- air quality
 - supervisors
 - safety officers
 - suppliers
 - clients
 - colleagues
 - managers
 - environmental officers
- Environmental risks and hazards** may include:
- spills
 - leaks
 - pollution
 - planned and unplanned emissions
 - soil compaction
 - disturbance and erosion
 - accidents
 - disposal of waste
 - damage or disruption to eco-systems
 - displacement of plants or animals
 - changes in land use
 - fire risks and hazards
 - damage to habitats
 - illegal vegetation clearing
 - seed collection
 - firewood gathering
- Communication** may include:
- verbal and non-verbal language
 - constructive feedback
 - active listening
 - questioning to clarify and confirm understanding
 - use of positive, confident and cooperative language
 - use of language and concepts appropriate to individual social and cultural differences
 - control of tone of voice and body language
- Improving environmental care practices and resource efficiency** may include:
- assessing existing work practices and resource usage
 - implementing new policies and procedures
 - using resources in new ways

RANGE STATEMENT

Environmental regulations are specified in:

- work orders
- work plans
- relevant policies and procedures

Recording and reporting breaches of environmental care procedures may include:

- referring to OHS policies and procedures
- referring to quality outcomes
- identifying risks and hazards
- identifying incidents or equipment malfunctions

and may be compiled:

- using a computer-based or other appropriate organisational communication system
- preventing and minimising risks
- improving resource/energy efficiency
- conserving energy
- reducing carbon emissions
- reducing use of non-renewable resources

Work practices in relation to methods/techniques/tools/equipment may include:

- re-using and recycling
- minimising and reducing waste
- reducing material consumption
- eliminating or reducing the use of hazardous and toxic materials
- reducing chemical use

Unit Sector(s)

Not Applicable

Competency field

Competency field Core