Australian Government

MSMWHS100 Follow WHS procedures

Release: 1

MSMWHS100 Follow WHS procedures

Modification History

Release 1. Supersedes and is equivalent to MSAPMOHS100A Follow OHS procedures

Application

This unit of competency covers the skills and knowledge required to recognise hazards commonly occurring at the workplace and follow work health and safety (WHS) instructions and procedures.

It covers recognising known hazards, such as those identified in procedures or training, and identifying the underlying causes of these identified hazards.

This unit of competency applies to people on-site who are required to follow WHS instructions and procedures relating to the activity being undertaken. They will be aware of the importance of maintaining their own health and safety and the health and safety of others in the workplace and will also be capable of dealing with incidents and emergencies within their own scope of responsibility and under the direction of their supervisor for the site activity.

While the instructions and procedures must be derived from the relevant organisation WHS policies, the person is not required to understand or interpret these policies. This interpretation should be undertaken by their supervisor for the site activity when informing them of the WHS requirements.

This unit of competency applies to an individual who will be accompanied or directly supervised while on-site.

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

Pre-requisite Unit

Nil

Competency Field

Work health and safety

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element

1	Recognise hazards	1.1	Identify hazards commonly found in the workplace
		1.2	Check work area routinely before and during work
		1.3	Describe causes of identified hazards
2	Follow procedures for hazard control	2.1	Follow procedures to remove or minimise hazards, within the scope of responsibilities and competencies
		2.2	Use required personal protective and other safety equipment (PPE)
		2.3	Describe the potential consequences of failing to follow these procedures and instructions
3	Follow emergency procedures	3.1	Recognise emergency/emergency alarm
		3.2	Go to muster point following procedure
		3.3	Follow instructions related to the emergency
4	Report problems	4.1	Report to appropriate people in accordance with workplace procedures when hazards or other problems arise

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework   The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used, and include one or more of the following:

- legislative requirements, including work health and safety (WHS)
- industry codes of practice and guidelines
- environmental regulations and guidelines
- Australian and other standards
- licence and certification requirements

Procedures   All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or more of the following:

- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- temporary instructions
- any similar instructions provided for the smooth running of the plant

Hazards   Hazards include one or more of the following:

- slip/trip hazards
- PPE not available or not functional
- heat, smoke, dust or other atmospheric hazards
- electricity
- gas
- gases and liquids under pressure
- equipment in unsafe condition with hazard controls not functional
- noise, rotational equipment or vibration
- fire and explosion
- flammability and explosivity
- hazardous products and materials
- sharp edges, protrusions or obstructions, swarf and scrap
- extreme weather
- other hazards that might arise

Problems   Problems must be reported and corrective action taken according to relevant

procedures.

Problems include one or more of the following:

- recognition of hazards
- problems encountered in controlling risks associated with hazards
- observation of an injury and/or incident which occurred in the workplace
- clarification of understanding of WHS policies and procedures

Appropriate personnel	Appropriate personnel include one or more of the following:

- employer
- supervisor
- employees elected as WHS representatives
- other personnel with WHS responsibilities

Reporting methods	Reporting methods include one or more of the following:

- verbal
- written

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSAPMOHS100A Follow OHS procedures

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027