



Australian Government

**Assessment Requirements for MSS024002
Implement environmental management
plans and procedures**

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MSS024002A Implement environmental management plans and procedures

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria and include demonstration of:

- using environmental management plans, actions and procedures to plan and conduct work activities on at least two (2) occasions
- interpreting and explaining relevant workplace information, such as legislation, regulations and related reporting requirements; site agreements and protocols; and work instructions
- accurately observing and recording environmental conditions at sites with close attention to detail
- using organisation checklists to assess hazards, risks, environmental issues and incidents associated with work activities at sites
- using clear and concise verbal/written communication to convey information
- using effective communication skills to address complaints and avoid or resolve work conflicts
- working both independently and in teams
- solving straightforward problems
- seeking advice when tasks, inquiries, problems or disputes are beyond own area of responsibility or technical competence
- contributing to continuous improvement of environmental procedures
- completing relevant documentation clearly and accurately
- working safely for the protection of self and others.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- technical terms, including environmental protection, risk, hazard, control, impact, assessment and management
- environmental management concepts, including conservation, cultural heritage and biodiversity
- legislative/regulatory requirements and responsibilities relevant to job role and work activities at sites
- environmental management plans and procedures and standard operating procedures (SOPs) relevant to job role
- common site characteristics and environmental issues, risks and impacts
- specified control measures and environmental management actions relevant to work activities
- workplace procedures for:
 - identifying hazards and assessing risks associated with work activities at sites
 - responding to complaints, cultural/heritage finds and other environmental incidents
 - environmental reporting
- relevant hazards, safe work practices and use of personal protective equipment (PPE) for job role.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace, or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept in each case).
- Holistic assessment methods include:
 - review of candidate's site reports, including details such as observations, assessments and any actions taken
 - review of candidate's response to simulated scenarios involving, for example, complaints, cultural heritage finds, potential environmental issues and incidents
 - feedback from supervisor about the candidate's ability to implement environmental management plans and procedures; work safely; respond effectively to potential/actual environmental issues and incidents; and work efficiently either alone or in teams
 - oral and/or written questions to assess the candidate's understanding of common environmental technical terminology; procedures for recognising and assessing risks, actions for minimising environmental impacts for specific work activities and sites.
- Access is required to all instruments, equipment, materials, workplace documentation, procedures, and specifications associated with this unit including, but not limited to:
 - a standard work space equipped with basic computer equipment and access to organisation's information management system; maps, digital camera; and monitoring and sampling equipment
 - documentation, such as site/project history, relevant workplace environmental management policies, plans, actions, procedures and checklists.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
 - relevant VET or other qualification/Statement of Attainment AND/OR
 - relevant workplace experience.
- Currency can be demonstrated through:
 - performing the competency being assessed as part of current employment OR
 - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>