



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **NWP202B Apply environmental and licensing procedures**

**Revision Number: 2**

## NWP202B Apply environmental and licensing procedures

### Modification History

NWP202B Release 2: Layout adjusted. No changes to content.

NWP202B Release 1: Primary release.

### Unit Descriptor

This unit of competency describes the outcomes required to implement established environmental and licensing procedures, contribute to improved environmental practices, and identify and minimise environmental risks and the impact of work-related activities on the local environment.

### Application of the Unit

This unit supports the attainment of skills and knowledge required for field staff, construction workers and other operators within the water industry.

### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

Not applicable.

### Employability Skills Information

This unit of competency contains employability skills.

### Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where <b><i>bold italicised</i></b> text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.
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## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<b>1 Relate environmental procedures to specific project or site.</b>	<ul style="list-style-type: none"><li>1.1 Identify and apply organisation's environmental procedures.</li><li>1.2 Identify and apply relevant <i>legislative, regulatory and licensing requirements</i>.</li><li>1.3 Identify and record <i>environmental risks and impacts</i> at particular job sites according to organisational requirements.</li><li>1.4 Plan work, incorporating appropriate control measures to overcome identified risks, and meet required environmental outcomes on <i>specific project or site</i>.</li></ul>
<b>2 Apply established environmental procedures.</b>	<ul style="list-style-type: none"><li>2.1 Undertake work on project or site according to organisation's established environmental procedures.</li><li>2.2 Apply organisational procedures for dealing with environmental incidents.</li></ul>
<b>3 Report on environmental processes and incidents.</b>	<ul style="list-style-type: none"><li>3.1 Access and maintain <i>documentation</i> relating to environmental management.</li><li>3.2 Identify environmental risks and <i>record and report incidents</i> according to organisational procedures and practices.</li><li>3.3 Follow reporting procedures for monitoring conformity according to organisational requirements.</li></ul>

## Required Skills and Knowledge

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

### Required skills:

- interpret and apply relevant legislative responsibilities
- identify and respond to operational problems
- access, interpret and apply standard operating procedures
- communicate effectively with internal and external customers
- use literacy skills in regard to verbal and written communication in the workplace
- apply environmental policies, plans and procedures
- work effectively as part of a team
- apply control procedures to environmental risks and incidents
- perform work-related calculations
- assess environmental risks at local work site
- complete basic workplace records and reports

### Required knowledge:

- relevant legislative requirements and responsibilities
- standard operating procedures
- established environmental management procedures
- control procedures for environmental risks and incidents
- risk assessment procedures
- environmental impact assessment
- water cycle
- ecologically sustainable development
- heritage conservation
- primary agencies involved in drinking water quality management
- water quality performance indicators
- overview of water supply system
- water hazardous agents and preventative strategies
- community and agency roles and responsibilities in monitoring water quality
- recording procedures
- basic workplace reporting procedures

## Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

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

The candidate should demonstrate the ability to implement established environmental and licensing procedures including:

- contributing to improved environmental practices
- identifying and minimising environmental risks and the impact of work-related activities on the local environment
- assessing environmental protection requirements of a work site
- implementing appropriate environmental protection procedures
- assessing and reporting environmental risks and incidents

### **Context of and specific resources for assessment**

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards and government regulations

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence only taken at the point when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be

authenticated and show that it represents competency demonstrated over a period of time

- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit

In all cases where practical assessment is used it will be combined with targeted questioning to assess the underpinning knowledge. Questioning will be undertaken in a manner appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions, and will reflect the requirements of the competency and the work being performed.

## 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. Add any 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.

***Legislative, regulatory and licensing requirements*** may include:

- relevant federal and state or territory legislation and regulations
- codes of practice, associated standards and guidance material
- documented organisational policies, manuals and induction programs
- relevant community planning and development agreements, such as land care agreements

***Environmental risks and impacts*** may include:

- management of chemicals
- management of biological agents
- impact on limited water resources
- spillage
- waste disposal
- impact on urban and non-urban water catchment areas
- impact on rivers, waterways and channels
- water and wastewater treatment processes
- trade waste treatment and disposal processes
- construction conditions and processes

***Specific project or site*** may include:

- buildings
- plants
- construction and maintenance sites
- workshops
- laboratories
- bulkwater storage sites
- surface or groundwater sites
- catchments
- flood plains
- irrigation sites
- wetlands
- drainage sites
- waste disposal sites

***Environmental management documentation*** may include:

- information on applicable environmental laws or regulatory conditions
- complaint records
- training records
- process information

- process operational logbooks
- inspection, maintenance and calibration records
- relevant contractor and supplier information
- incident reports
- information on emergency preparedness and response
- records of significant environmental impacts
- compliance records
- audit reports
- incident management policy, guidelines, plans and procedures
- incident management standards
- site operating licences
- environmental impact plans
- statement of environmental effects
- management reviews
- following procedures relevant to the role and organisation, which may require:
  - written reports
  - proforma reports
  - verbal reports

***Recording and reporting*** may include:

***Incidents*** may include:

- emissions to air
- releases to/of water
- releases to land
- vibration and noise
- disposal of waste
- contamination of land
- impact on communities
- destruction of habitat
- use of energy sources
- waste generation processes and technologies
- impact on culturally significant sites
- and may involve the implementation of emergency responses

## **Unit Sector(s)**

Not applicable.

## **Competency field**

Common