



**Australian Government**

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

# **NWP301B Implement, monitor and coordinate environmental procedures**

**Revision Number: 1**

## **NWP301B Implement, monitor and coordinate environmental procedures**

### **Modification History**

Not applicable.

### **Unit Descriptor**

**Unit descriptor** This unit of competency describes the outcomes required to identify and minimise the environmental impact of water industry work activities, identify general environmental risks and to implement, monitor and coordinate environmental procedures.

### **Application of the Unit**

**Application of the unit** This unit supports the attainment of skills and knowledge required for field workers and operational staff and staff with specific responsibility for demonstrating due diligence in conforming to environmental legislation and standards.

### **Licensing/Regulatory Information**

Not applicable.

### **Pre-Requisites**

Not applicable.

### **Employability Skills Information**

**Employability Skills** 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 ***bold italicised*** text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<b>1 Assess the environmental requirements of a specific project or site.</b>	<p>1.1 Identify and investigate site-specific <b><i>environmental issues</i></b> with reference to relevant <b><i>environmental legislation and standards</i></b>.</p> <p>1.2 Assess and record <b><i>environmental risks and impacts</i></b>.</p> <p>1.3 Relate relevant environmental procedures for each environmental risk.</p>
<b>2 Implement environmental procedures.</b>	<p>2.1 Plan activities for the selected environmental procedures for the site and take relevant action.</p> <p>2.2 Report environmental incidents and apply and coordinate emergency procedures.</p> <p>2.3 Record environmental incidents according to organisational and statutory requirements.</p>
<b>3 Report and review the application of environmental procedures.</b>	<p>3.1 Monitor the effects of selected environmental controls and report according to organisational requirements.</p> <p>3.2 Complete environmental reporting procedures for the specific project or site.</p> <p>3.3 Report environmental risks, potential impacts and incidents according to organisational requirements.</p> <p>3.4 Contribute to regular reviews of environmental procedures.</p> <p>3.5 Contribute to improvements in environmental 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:

- access, interpret and apply relevant legislative responsibilities
- communicate the application of environmental plans and procedures within the workplace
- monitor and coordinate environmental procedures
- access, interpret and apply relevant standard operating procedures
- interpret and apply environmental policies, plans and procedures
- apply control procedures to environmental risks and incidents
- assess environmental risks at the work site
- report and record environmental procedures.

#### Required knowledge:

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

# 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, 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:

- identify and investigate environmental issues
- assess and report environmental risks
- apply suitable environmental procedures as required
- manage and report environmental incidents
- monitor and review the effectiveness of environmental procedures
- contribute to the continuous improvement of environmental procedures
- complete relevant workplace documentation.

### **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/or 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

## EVIDENCE GUIDE

- 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, any cultural issues that may affect responses to the questions, and reflecting the requirements of the competency and the work being performed.

## 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. 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.

***Environmental issues*** 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.

***Environmental legislation and standards*** may include:

- federal legislation
- state or territory legislation
- local government by-laws
- government and quasi government policies and regulations
- community planning and development agreements (for example, land care agreements)
- organisational policies and standards.

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

- impact of mismanagement of chemicals
- impact of mismanagement of biological agents
- detrimental impact on limited water resources
- spillage
- waste disposal
- detrimental impact on water catchment areas (urban and non-urban)
- detrimental impact on rivers, waterways and channels
- unsatisfactory water and wastewater treatment processes
- unsatisfactory trade waste treatment and disposal processes
- poor construction processes
- planning deficiencies.

## **Unit Sector(s)**

Not applicable.

## **Competency field**

**Competency field**      Common