



Australian Government

Department of Education, Employment and Workplace Relations

PRMWM61A Plan resource recovery

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit of competency covers the fundamental planning requirements for resource recovery. This competency may be expected to apply to a worker who has significant team-leading responsibilities. This unit would usually be carried out under managerial supervision, within organisational guidelines.

Application of the Unit

Not Applicable

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Not Applicable

Employability Skills Information

Not Applicable

Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Identify range of materials within the waste stream available for recovery	1.1 Undertake audit of the waste stream including <i>identification</i> of source, frequency of disposal, method of transportation, and manner in which loads are delivered for disposal
2 Undertake a feasibility study to assess the financial viability of a resource recovery operation	2.1 Determine material recovery, storage, transport and sales processes which comply with relevant legislative and company <i>requirements</i> 2.2 Undertake market research to assess demand for recovered material/products and current market values 2.3 Liaise with all relevant stakeholders to identify existing or potential recovery facilities 2.4 Ascertain the level of commitment from stakeholders to developing <i>resource recovery</i> facilities where required
3 Develop a resource recovery strategy	3.1 Establish the goals and targets to divert components of the waste stream based upon audit/assessment and feasibility study outcomes 3.2 Ensure all relevant legislative and company requirements are incorporated in the strategy 3.3 Consult with stakeholders to identify opportunities and risks for consideration in the strategy
4 Determine operational requirements	4.1 Assess site requirements including infrastructure requirements, zoning, environmental aspects and energy efficiency systems 4.2 Develop budgets for plant, equipment and materials 4.3 Identify service requirements that may include education, customer service, and point of sale activities
5 Determine strategy implementation	4.4 Identify human resources required to support strategy 4.5 Develop product marketing strategies 5.1 Establish the measures and methods to be utilised in monitoring the <i>strategy development and implementation</i> and outcomes
6 Document the resource recovery	6.1 Document resource recovery strategy with

ELEMENT

strategy

PERFORMANCE CRITERIA

relevant stakeholder input

6.2 Integrate all components of the strategy to meet goals and targets

6.3 Include all relevant information and analysis in documentation

6.4 Document the strategy in a logical and concise manner

6.5 Communicate strategy to relevant stakeholders

Required Skills and Knowledge

Refer to Evidence Guide

Evidence Guide

EVIDENCE GUIDE

Critical aspects of competency

- Ability to scope projects.
- Ability to classify waste streams and materials to type and source.
- Accurate data analysis in regard to resource recovery potential and setting of goals and targets.
- Capacity to validate information.
- Ability to identify sources of information and analyse data in those sources.
- Ability to develop and compare resource recovery options for clients.
- Ability to synthesise technical, legislative, economic, environmental and OHS issues in relation to resource recovery options.
- Ability to prepare strategies.
- Communicating instructions and information to all stakeholders.

Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- Waste audit techniques.
- Waste assessment techniques.
- Sampling techniques.
- Waste stream/material composition.
- Legislative requirements and industry sector standards.
- Material recovery opportunities and market availability.
- Stakeholder identification.
- Marketing principles.
- Planning and related approvals processes.
- Resource recovery infrastructure needs.

Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- data analysis
- research and planning
- market development
- presentation of information
- communication - both written and interpersonal
- consultation
- computer skills.

Resources required to assess this unit

The following resources should be available:

- sample waste audit data
- education needs analysis results
- information on available resource recovery options
- costings of options.

Consistency in performance

The assessment requires that the developed resource recovery options relate to the waste stream/material information provided and that recommendations relate to the feasibility for presented options for resource recovery. Implementation programs should take into account the need to ensure employees are fully aware of requirements and that the infrastructure needed will actually assist in meeting goals/targets without compromising OHS and environmental performance. Options should also be costed in regard to an acceptable payback period. Validation of all information should occur.

It is necessary to assess the unit in context of the waste streams and materials generated at a specific industry site.

Context of assessment

Evidence of competency can be obtained by the presentation of a documented set of recommendations that encompass the establishment of goals/targets for resource recovery based on the data provided and the feasibility for any options.

Recommendations should also address barriers and provide a detailed implementation program to ensure acceptability by a broad range of identified stakeholders. The evidence can be presented in the field by observing the development of a site-specific resource recovery program.

Key competency levels

There are a number of processes that are learnt throughout work and life that are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added.

Information below highlights how these processes are applied in this competency standard.

- | | | |
|------------------------------|---|---|
| 1 Perform the process | 2 Perform and administer the process | 3 Perform, administer and design the process |
|------------------------------|---|---|

How can communication of ideas and information be applied?	3	Collect, interpret and comply with legislative, OHS and procedural requirements applicable to each assignment.
How can information be collected, analysed and organised ?	3	Discuss and verify with colleagues or supervisor own role and responsibilities to ensure compliance with assignment and organisational requirements.
How are activities planned and organised ?	2	Measure and prioritise work tasks to meet operational schedules in an efficient and effective manner.
How can teamwork be applied?	2	Provide support and assistance within team to complete work tasks within designated timelines.
How can the use of mathematical ideas and techniques be applied?	2	Use mathematics to measure and schedule tasks.
How can problem-solving skills be applied?	1	Clarify contradictory or ambiguous information or instructions with colleagues or supervisor.
How can the use of technology be applied?	1	Use technology to access, organise and record information.

Range Statement

RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables may be present for this particular unit.

Feasibility of options should involve consideration of:

- analysing data and information to determine targets and goals specific to each stream/material
- communicating with government agencies and businesses to determine appropriate strategies and infrastructure availability
- cost-benefit analysis
- identification of barriers
- identification of resources available and required
- prioritisation of options.

Identification may include but is not limited to:

- barriers for the implementation of resource recovery options

- conducting waste audits or assessments of all waste/resource recovery streams and types of materials in those streams
- infrastructure requirements for resource recovery requirements on site
- market research to determine on- or off-site needs for materials
- process review
- related company requirements
- review of client and stakeholders' needs
- review of legislative and other relevant requirements.

Implementation may include but is not limited to:

- contract negotiation
- development of resourcing requirements including budgets
- educational/training programs
- market development
- material segregation processes
- monitoring and review of options
- preparation of procedures and associated documents
- programs to monitor contamination levels
- promotional strategies.

Requirements can be found in legislation, policies, publications and verbal or written communications.

Resource recovery may include but is not limited to:

- re-use or recycling of materials on and off site
- composting
- energy recovery
- material changes
- supply chain management.

Site operations should include but are not limited to:

- business premises
- identification of sources of information/data
- production processes and methods
- purchasing procedures
- quality assurance protocols
- raw material requirements
- waste handling, storage and disposal processes.

Source of waste may include but is not limited to commercial and industrial processes, construction and demolition sites and municipal waste.

Stakeholders may include but are not limited to:

- government agencies
- processors
- product buyers
- waste and recycling contractors
- waste generator.

Strategy development and implementation may include but is not limited to:

- determining systems and infrastructure needs

- developing marketing plans
- education needs analysis and programs
- material-specific resource recovery goals and dedicated programs to achieve them.
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Unit Sector(s)

Not Applicable