PUAOHS001C Follow defined occupational health and safety policies and procedures
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Modification History
Not applicable.

Unit Descriptor
Unit Descriptor
This unit covers competency for applying general occupational health and safety requirements when working in the usual workplace environment, excluding emergency incidents.
This unit is based on the national Guidelines for Integrating Occupational Health and Safety Competencies into National Industry Competency Standards [NOHSC:7025 (1994)].

Application of the Unit
Application of the Unit
The application of this unit in the workplace - the environments, complexities and situations involved - will be written during Phase II of the Review of the PUA00 Public Safety Training Package.
This text will be useful for the purposes of job descriptions, recruitment advice or job analysis; where possible, it will not be too job specific to allow other industries to import it into other Training Packages, where feasible.

Licensing/Regulatory Information
Not applicable.
Pre-Requisites

Prerequisite Unit/s  Nil

Employability Skills Information

Employability Skills  This unit 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

<table>
<thead>
<tr>
<th>ELEMENT</th>
<th>PERFORMANCE CRITERIA</th>
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| 1. Follow workplace procedures for hazard identification and risk control | 1.1 *Hazards* in the work area are recognised, rectified where possible and reported to designated personnel according to *workplace procedures*  
1.2 Workplace procedures and work instructions for controlling risks are followed  
1.3 Workplace procedures for dealing with *workplace emergencies* are followed whenever necessary within scope of responsibilities and competencies |
| 2. Contribute to participative arrangements for the management of occupational health and safety (OHS) | 2.1 Occupational health and safety issues are raised with designated personnel in accordance with workplace procedures and relevant occupational health and safety *legislation*  
2.2 Contributions to *participative arrangements* in the workplace are made within organisational procedures and scope of responsibilities and competencies |
Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required Skills

- communicate concerns verbally
- fill in accident and incident forms
- identify hazards and assess risks
- participate in group meetings
- use communication technology if relevant to workplace requirements

Required Knowledge

- ability to interpret Material Safety Data Sheets
- accidents
- emergencies
- fire
- incidents
- meaning of occupational health and safety signs and symbols relevant to area of work
- organisation's policies and procedures relating to hazards
- organisation's policies procedures relating to risk control and hazard reporting
- participative arrangements for occupational health and safety

Evidence Guide

EVIDENCE GUIDE
## EVIDENCE GUIDE

| Critical aspects for assessment and evidence required to demonstrate competency in this unit | It is essential for this unit that competence be demonstrated in all relevant workplace procedures followed |
| Context of and specific resources for assessment | **Consistency in performance**  
Evidence should be gathered over a period of time in a range of actual or simulated workplace environments |
| Guidance information for assessment | **Context of assessment**  
A combination of oral or written presentation observation, on the job and/or in a range of simulated environments  
**Specific resources for assessment**  
No special requirements  
Information that will assist or guide assessment will be written during Phase II of the Review of the PUA00 Public Safety Training Package. |
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 in the Performance Criteria is detailed below.

**Workplace procedures may include**

- hazard procedures
- emergency procedures
- accident and incident procedures
- procedures for use of personal protective equipment
- procedures for reporting accidents
- incidents
- hazards and emergencies
- risk control procedures
- extrication procedures

**Hazards may include**

- extreme temperatures
- emergency situations requiring evacuation or security
- earthquake
- manual handling
- damaged or broken furniture and fittings
- spillages
- damaged or worn equipment
- items blocking exits
- cords/ropes across walkways
- items of equipment in areas of pedestrian traffic
- slippery surfaces
- breakages
- noise
- machinery
- electricity
- sea conditions
- rocks
- dangerous creatures

**Legislation may include**

- Commonwealth
- state and territory legislation
- standards
- codes of practice
- regulations and statutory requirements relevant to workplace OH&S

**Workplace emergencies may include**

- accidents
- vehicle and industrial accidents
- incidents involving dangerous goods and hazardous substances
- bomb scares
RANGE STATEMENT

- terrorist action
- fires
- floods
- storm and tempest
- earthquake
- emergency situations requiring evacuation or security
- aquatic accidents
- vessel aground, holed
- towing emergencies
- fire on board

Participative arrangements may include

Occupational health and safety committees team or workgroup meetings

Unit Sector(s)

Not applicable.

Corequisite Unit/s

Co-requisite Unit/s Nil