PUAWER002B Ensure workplace emergency prevention procedures, systems and processes are implemented

PUAWER002B Ensure workplace emergency prevention procedures, systems and processes are implemented

Modification History

Release	TP version	Comments
2	PUA12 V1	Layout adjusted. Application revised.
1	PUA00 V8.1	First release in TGA.

Unit Descriptor

This unit covers the competency required to implement workplace emergency prevention procedures within a workplace or a defined group of workplaces.

The person undertaking this work may be supervising some people in the workplace. All aspects of the unit must be undertaken in line with legislative requirements, workplace policies and procedures, and accepted safe practices.

This unit has been developed to cover the broad range of emergencies and workplaces as considered in Australian Standard 3745—2010.

Application of the Unit

This unit applies to employees in the workplace within all industries and in all contexts. This unit places responsibility on individual employees in the workplace to implement workplace emergency prevention procedures, systems and processes; coordinate workplace emergency prevention inspections; review and report on workplace procedures; and undertake routine hazard analysis consistent with job function.

The knowledge and skills gained through the completion of this unit may be applied by employees across all industries.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

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 Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Ensure workplace emergency prevention processes are implemented	1.1 Workplace emergency prevention inspections are carried out according to workplace procedures, safe practices and workplace emergency management plan. 1.2 **Situations that could lead to workplace emergencies** are identified, mitigated or corrected, and recorded or reported. 1.3 Processes are reviewed and reported.
2. Ensure appropriate hazard analysis is undertaken and results are implemented	2.1 Workplace procedures are implemented to ensure that an emergency prevention **hazard analysis** in the area is routinely undertaken. 2.2 Personnel are designated to implement the processes according to the hazard analysis. 2.3 Workplace procedures are implemented to ensure personnel comply with identified emergency prevention processes.
3. Ensure workplace emergency protection systems, emergency control equipment and evacuation systems remain effective	3.1 Workplace procedures are implemented to ensure work practices do not interfere with the area's **emergency protection systems**, **emergency control equipment** and **evacuation systems.** 3.2 Workplace procedures are implemented to ensure problems or deficiencies with area emergency protection systems, emergency control equipment and evacuation systems are corrected and reported.

Required Skills and Knowledge

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

Required Skills

- communicate effectively
- delegate affectively according to workplace procedures and level of responsibility
- effective leadership and decision-making to ensure safety in the workplace
- monitor and review the work area to identify new and emerging risks on an ongoing basis

Required Knowledge

- basic types, principles of operation and limitations of emergency prevention and protection systems and emergency control equipment typically installed in the workplace
- hazard analysis processes
- reporting procedures
- workplace procedures to rectify problems

Evidence Guide

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Assessment must confirm the ability to identify workplace emergency prevention procedures and to ensure these procedures are routinely implemented. **Consistency in performance** Competency should be demonstrated over time with a range of emergencies that could be expected in the workplace.
Context of and specific resources for assessment	**Context of assessment** Competency should be assessed in the workplace or in a simulated workplace. **Specific resources for assessment** Access to: - scenarios that reflect a range of emergency situations that may be expected in the workplace - relevant workplace hazard analysis results

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.

Situations that could lead to workplace emergencies may include:	• deficient or ineffective security arrangements • fire/smoke hazards • poor housekeeping • unreported faults • unsafe practices • unsafe storage and handling of dangerous goods and hazardous materials • unsafe use of electrical or mechanical equipment
Emergency protection systems may include:	• automatic fire/leak/spill/movement detectors • communications equipment • CCTV • fire/smoke doors • manual alarms • security infrastructure • special hazard identification systems • spill/leak containment systems (sprinkler and deluge systems • warning systems
Emergency control equipment may include:	• communications equipment • escape equipment • fire/smoke detection, alarm, mitigation and suppression systems • first-aid kits • forcible entry tools • initial response firefighting equipment • isolation barriers • personal protection kits • shower and eyewash • spill control kits/equipment
Evacuation systems may include:	• access, egress • exits • procedures

Unit Sector(s)

Not applicable.