



Australian Government

RIIQUA401E Apply a quality management system on site

Release: 1

RIIQUA401E Apply a quality management system on site

Modification History

Release	Comments
Release 1	This version first released with RII Resources and Infrastructure Industry Training Package Version 5.0.

Application

This unit describes the skills and knowledge required to apply a quality management system on site in the resources and infrastructure industries.

It applies to individuals who work in supervisory roles. They generally contribute to compliance processes by undertaking a varied range of activities as defined in written procedures. They typically work in a structured and familiar work environment.

Licensing, legislative and certification requirements may apply to this unit and can vary between states, territories and industry sectors. Users must check requirements with relevant body before applying the unit.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Implement quality processes	1.1 Obtain, interpret and confirm work requirements 1.2 Access, interpret and apply documentation required to apply a quality management system on site 1.3 Collaborate with team members to participate in the quality management plan decision making processes according to workplace procedures 1.4 Communicate information on the quality management plan to relevant personnel 1.5 Mentor and support to individuals and teams to maximise the implementation of the quality management plan 1.6 Maintain the quality management plan while implementing the quality requirements of other site processes according to workplace procedures
2. Make recommendations	2.1 Monitor the organisations systems and technology to identify ways in which planning and operations could be improved

ELEMENT	PERFORMANCE CRITERIA
based on performance that has been monitored and reported on	2.2 Identify quality improvement techniques and processes 2.3 Identify and recommend improvements to the quality management plan to relevant personnel according to workplace procedures
3. Consolidate opportunities for further development	3.1 Inform individuals and teams of savings and productivity improvements in achieving the quality management plan 3.2 Document work performance and use the information to identify opportunities improve quality 3.3 Manage quality records, reports and recommendations for development in accordance with the quality management plan and workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Problem solving	Applies problem solving processes to identify risks, evaluate options and determine solutions
Writing	Prepares specific information that complies with a range of regulatory requirements, using sector-specific terminology
Oral communication	Conveys information and requirements clearly, and listens carefully
Reading	Identifies and interprets relevant information from workplace procedures, documentation and regulations

Unit Mapping Information

Supersedes and is equivalent to RIIQUA401D Apply quality management systems.

Links

Companion Volume implementation guides is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>