Assessment Requirements for RIIWHS201E Work safely and follow WHS policies and procedures

Release: 1

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Modification History

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

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- work safely and follow work health and safety (WHS) policies and procedures on at least two occasions, including:
  - sourcing, interpreting, clarifying and applying site safety information
  - recognising and following health and safety instructions and information
  - clarifying and responding to information and directions
  - carrying out work instructions that comply with WHS policies and procedures
  - selecting, wearing and maintaining personal protective equipment for all activities that require personal protective equipment
  - applying safe lifting and manual handling techniques
  - identifying and reporting on WHS issues to relevant personnel
  - identifying relevant work permits and clearances
  - responding to alarms according to workplace procedures
  - completing workplace reporting procedures.

During the above, the candidate must:

- locate and apply required documentation, policies and procedures and confirm that the work activity is compliant
- implement the requirements, procedures and techniques required to work safely and follow WHS policies and procedures
- work with others to undertake work safely and follow WHS policies and procedures
- communicate with others to receive and clarify work instructions and to determine coordination requirements prior to commencing and during work activities.

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Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- key legislation required to work safely and follow WHS policies and procedures
- key policies, procedures and documentation, including those related to:
  - complying with isolation procedures
  - site safety procedures
  - work health and safety procedures, including reporting requirements
  - equipment safety procedures
  - complying with safety data sheets
  - hazardous substance handling and techniques
  - fitness of duty policies, including:
    - smoking restrictions
    - alcohol impairment
    - improper use of drugs
    - illness
  - workplace management procedures, including:
    - consultation
    - safety representatives
    - committees
    - dispute resolution
  - emergency situations, including:
    - incident and injury
    - fire
    - evacuation
    - electrical shock
    - falls
    - explosions
    - fatigue
    - extreme weather
    - key emergency equipment
    - emergency escape routes
    - any situation that poses an immediate risk to health, life, property and environment
- use of personal protective equipment, including:
  - breathing protection
  - skin protection
  - hearing protection
  - eye protection
  - protective clothing and ensembles

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- any other relevant protective equipment that will protect the wearer from injury
- use of permits and clearance, including:
  - working at height
  - confined spaces
  - vertical openings
  - scaffold set up
  - dig and penetration
- principles and techniques for manual and automated lifting
- biological effects that affect work activities, including:
  - sleep
  - alertness
  - fatigue
  - stress
  - heat stress
  - hypothermia.

Assessment Conditions

Mandatory conditions for assessment of this unit are stipulated below. The assessment must:

- include access to:
  - personal protective equipment
  - equipment related to working safely and follow WHS policies and procedures
  - relevant documentation
- be conducted in a safe environment; and,
- be assessed in the context of this sector's work environment; and,
- be assessed in compliance with relevant legislation/regulation and using policies, procedures and processes directly related to the industry sector for which it is being assessed; and,
- confirm consistent performance can be applied in a range of relevant workplace circumstances.

Where personal safety or environmental damage are limiting factors, assessment may occur in a simulated work environment* provided it is realistic and sufficiently rigorous to cover all aspects of this sector's workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.

Assessor requirements

Assessors must be able to clearly demonstrate current and relevant industry knowledge and experience to satisfy the mandatory regulatory standards as set out in the Standards for Registered Training Organisations (RTOs) 2015/Australian Quality Training Framework mandatory requirements for assessors current at the time of assessment and any relevant licensing and certification requirements. This includes:

- vocational competencies at least to the level being delivered and assessed

- current industry skills directly relevant to the training and assessment being provided
- current knowledge and skills in vocational training and learning that informs their training and assessment
- formal relevant qualifications in training and assessment
- having knowledge of and/or experience using the latest techniques and processes
- possessing the required level of RII training product knowledge
- having an understanding and knowledge of legislation and regulations relevant to the industry and to employment and workplaces
- demonstrating the performance evidence, and knowledge evidence outlined in this unit of competency, and
- the minimum years of current** work experience after competency has been obtained as specified below in an industry sector relevant to the outcomes of the unit.

It is also acceptable for the appropriately qualified assessor to work with an industry expert to conduct assessment together and for the industry expert to be involved in the assessment judgement. The industry expert must have current industry skills directly relevant to the training and assessment being provided. This means the industry subject matter expert must demonstrate skills and knowledge from the minimum years of current work experience after competency has been obtained as specified below, including time spent in roles related to the unit being assessed:

Industry sector	AQF indicator level***	Required assessor or industry subject matter expert experience
Drilling, Metalliferous Mining, Coal Mining, Extractive (Quarrying) and Civil Infrastructure	1	1 year
	2	2 years
Drilling, Coal Mining, Extractive (Quarrying), Metalliferous Mining and Civil Infrastructure	3-6	3 years
Other sectors		Where this unit is being assessed outside of the resources and infrastructure sectors assessor and/or industry subject matter expert experience should be in-line with industry standards for the sector in which it is being assessed and where no industry standard is specified should comply with any relevant regulation.

*Guidance on simulated environments has been stipulated in the Companion Volume Implementation Guide located on VETNet.

**Assessors can demonstrate current work experience through employment within industry in a role relevant to the outcomes of the unit; or, for external assessors this can be demonstrated through exposure to industry by conducting a minimum number of site assessments as determined by the relevant industry sector, across various locations.

*** While a unit of competency does not have an AQF level, where a unit is being delivered outside of a qualification the first numeric character in the unit code should be considered as the AQF indicator level for assessment purposes.

Links

Companion Volume implementation guides is found on VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272