



Australian Government

Assessment Requirements for SIRXWHS003 Maintain workplace safety

Release: 1

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Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- implement and monitor adherence to workplace health and safety requirements across three different work periods by:
 - identifying non-compliance and tasking appropriate action
 - providing feedback to team members relevant to work health and safety
 - coordinating a work health and safety consultative processes
 - monitor the effectiveness of the work health and safety procedures:
 - required adjustments
 - team member training needs
 - demonstrating correct procedure for applying work health and safety to a work activity
- follow organisational policies and procedures to conduct a work health and safety investigation of one unsafe situation or hazardous event
- complete all required documentation and reporting for the above work health and safety situation or event.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures for:
 - manual handling and safe lifting
 - emergency procedures including fire, flood and cyclone
 - unsafe or hazardous goods
 - handling and storage
 - waste disposal
 - bomb threat procedures
 - store evacuation
 - accidents, sickness and injury
 - dangerous customers
 - recall and contamination
- relevant Work Health and Safety (WHS) legislation and codes of practice

- hierarchy of risk control
- use of personal protective equipment
- location of nearest first aid assistant or facility
- manual handling and safe lifting techniques
- possible fire and safety hazards
- communication techniques to clearly communicate work health and safety information
- reporting procedures for incidents and hazards
- use of safety alarms, fire extinguishers and emergency exits.

Assessment Conditions

Skills must be demonstrated in:

- an industry workplace
- a simulated industry environment.

Assessment must ensure access to:

- relevant work health and safety equipment
- relevant documentation:
 - Work Health and Safety (WHS) legislation
 - organisational policies and procedures for work health and safety
 - incident reporting forms
 - WHS records
- team members; these can be:
 - individuals in an industry workplace, or
 - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d>