



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **UEENEEE137A Document and apply measures to control OHS risks associated with electrotechnology work**

Release: 1

## **UEENEEE137A Document and apply measures to control OHS risks associated with electrotechnology work**

### **Modification History**

Not Applicable

### **Unit Descriptor**

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#### **1) 1.1) Descriptor**

This unit covers identifying occupational health and safety hazard and risks and documenting control measures. It encompasses identifying workplace hazards, assigning levels of risk, developing control measures to eliminate and/or mitigate risks, reviewing risk control measures and maintaining documentation of hazards, risk control measures and their application in accordance with compliance procedures.

### **Application of the Unit**

Not Applicable

## Licensing/Regulatory Information

### 1.2) License to practice

**During Training:** Competency development activities are subject to regulations directly related to licencing, occupational health and safety and where applicable contracts of training such as apprenticeships.

**In the workplace:** The application of the skills and knowledge described in this unit require a license to practice in the workplace where work is carried out on electrical equipment or installations which are designed to operate at voltages greater than 50 V a.c. or 120 V d.c.

Other conditions may apply under State and Territory legislative and regulatory requirements.

## Pre-Requisites

**Prerequisite Unit(s)** 2)

### 2.1) Competencies

Granting competency in this unit shall be made only after competency in the following unit(s) has/have been confirmed.

UEENEEE101A Apply Occupational Health and Safety regulations, codes and practices in the workplace

### 2.2) Further Information:

For the full prerequisite chain details for this unit please refer to Table 2 in Volume 1, Part 2

## Employability Skills Information

**Employability Skills** 3)

This unit contains Employability Skills

The required outcomes described in this competency standard unit contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this competency standard unit is packaged will assist in identifying Employability Skill requirements.

**Application of the Unit** 4)

This unit addresses information, processes and techniques

for the application of occupational health and safety specific to working with electrotechnology and is essential for employees without managerial or supervisory responsibilities

## Elements and Performance Criteria Pre-Content

6) Elements describe the essential outcomes of a unit of competency Performance criteria describe the required performance needed to demonstrate achievement of the Element. Assessment of performance is to be consistent with the evidence guide.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

1 Identify and document hazards and risks.	1.1 Hazards are identified the appropriate persons involved and in accordance with compliance procedures.  Note: Typically this will relate to such things as: The type of job, Electrical conditions, Energy levels, Radiation levels, Toxic substances, Airborne particles, Pressure discharge, Explosive atmosphere, Work-site location, General work-site conditions, Specific work location, Moving parts, Tools and equipment, Workers competence and/or capacity and/or personal effects
	1.2 Risks associated with identified hazards are determined in consultation with others and documented in accordance with compliance procedures.
	1.3 Provision is made to accommodate changes to documentation should unforeseen hazards be identified.
2 Assign levels of risk and develop and document control measures.	2.1 Level of risk is assigned for each identified hazard in accordance with the regulations and following compliance procedures.
	2.2 Control measures are developed for hazard, level of risk and activity to eliminate and/or mitigate the risk following compliance procedures.
	2.3 Hazard, level of risk and control measures are agreed to and documented in consultation with all involved in

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
	accordance with compliance procedures.
3 Monitor and review the control measures.	3.1 Documented control measures are made available for reference by all involved with the work.
	3.2 Control measures are modified where required in consultation with all involved with the work in accordance with compliance procedures.
	3.3 Documentation of hazards, risk control measures and their application are filed in accordance with compliance procedures.

## **Required Skills and Knowledge**

### **REQUIRED SKILLS AND KNOWLEDGE**

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

Evidence shall show that knowledge has been acquired of safe working practices and documenting occupational hazards and risks in electrical.

The knowledge and skills shall be contextualised to current industry standards, technologies and practices.

The extent of the essential knowledge and associated skills (EKAS) required is given in Volume 2 - Part 2.2 EKAS. It forms an integral part of this unit.

KS01-EE137A Risks and control measures for dealing with workplace hazards

## Evidence Guide

### EVIDENCE GUIDE

9) The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

The Evidence Guide forms an integral part of this unit. It must be used in conjunction with all parts of the unit and performed in accordance with the Assessment Guidelines of this Training Package.

#### Overview of Assessment

##### 9.1)

Longitudinal competency development approaches to assessment, such as Profiling, require data to be reliably gathered in a form that can be consistently interpreted over time. This approach is best utilised in Apprenticeship programs and reduces assessment intervention. It is the industry-preferred model for apprenticeships. However, where summative (or final) assessment is used it is to include the application of the competency in the normal work environment or, at a minimum, the application of the competency in a realistically simulated work environment. It is recognised that, in some circumstances, assessment in part or full can occur outside the workplace. However, it must be in accordance with industry and regulatory policy.

Methods chosen for a particular assessment will be influenced by various factors. These include the extent of the assessment, the most effective locations for the assessment activities to take place, access to physical resources, additional safety measures that may be required and the critical nature of the competencies being assessed.

The critical safety nature of working with electricity, electrical equipment, gas or any other hazardous substance/material carries risk in deeming a person competent. Sources of evidence need to be 'rich' in nature to minimise error in judgment.

Activities associated with normal everyday work have a bearing on the decision as to how much and how detailed the data gathered will contribute to its 'richness'. Some skills are more critical to safety and operational requirements while the same skills may be more or less frequently practised. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments. Sample assessment instruments are included for Assessors in the Assessment Guidelines of this Training Package.

#### Critical aspects of 9.2)

## EVIDENCE GUIDE

### evidence required to demonstrate competency in this unit

Before the critical aspects of evidence are considered all prerequisites must be met.

Evidence for competence in this unit shall be considered holistically. Each element and associated performance criteria shall be demonstrated on at least two occasions in accordance with the 'Assessment Guidelines - UEE07'. Evidence shall also comprise:

- A representative body of work performance demonstrated within the timeframes typically expected of the discipline, work function and industrial environment. In particular this shall incorporate evidence that shows a candidate is able to:
  - Implement Occupational Health and Safety workplace procedures and practices, including the use of risk control measures as specified in the performance criteria and range statement
  - Apply sustainable energy principles and practices as specified in the performance criteria and range statement
  - Demonstrate an understanding of the essential knowledge and associated skills as described in this unit. It may be required by some jurisdictions that RTOs provide a percentile graded result for the purpose of regulatory or licensing requirements.
  - Demonstrate an appropriate level of skills enabling employment
  - Conduct work observing the relevant Anti Discrimination legislation, regulations, policies and workplace procedures
- Demonstrated consistent performance across a representative range of contexts from the prescribed items below:
  - Document and applying measure to control occupational health and safety risks in electrotechnology work as described in 8) and including:
    - A Identifying with appropriate person and in accordance with compliance procedures.
    - B Determining the risk associated with identified hazards
    - C Assigning the risks and developing and documenting control measures.
    - D Reviewing and modifying control measures where required.

## EVIDENCE GUIDE

E Recording activities.

F Dealing with unplanned events

### **Context of and specific resources for assessment**

#### **9.3)**

This unit should be assessed as it relates to normal work practice using procedures, information and resources typical of a workplace. This should include:

- OHS policy and work procedures and instructions.
- Suitable work environment, facilities, equipment and materials to undertake actual work as prescribed in this unit.

These should be used in the formal learning/assessment environment.

Note:

Where simulation is considered a suitable strategy for assessment, conditions for assessment must be authentic and as far as possible reproduce and replicate the workplace and be consistent with the approved industry simulation policy.

The resources used for assessment should reflect current industry practices in relation to documenting occupational hazards and risks in electrical.

### **Method of assessment**

#### **9.4)**

This unit shall be assessed by methods given in Volume 1, Part 3 'Assessment Guidelines'.

Note:

Competent performance with inherent safe working practices is expected in the Industry to which this unit applies. This requires that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit.

### **Concurrent assessment and relationship with other units**

#### **9.5)**

For optimisation of training and assessment effort, competence in this unit may be assessed concurrently with other related units making up a qualification or possible skill clusters.

Components of this unit are also included in the critical aspects of evidence of all units to help ensure the appropriate level of responsibility for safety has been acquired.



## Range Statement

### RANGE STATEMENT

8) This relates to the unit as a whole providing the range of contexts and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

This unit shall be demonstrated in relation to electrotechnology work functions, including but limited to: installation, testing, inspection, fault finding, maintenance or development work functions covering:

- Relevant occupational health and safety legislation, regulations and codes of practice related to devices and systems and hazards present in residential, commercial and industrial workplaces.
- Accepted industry work procedures and the specific safety procedures and work instructions for a particular workplace or organisation.

In any of the following disciplines:

- Appliances
- Business equipment
- Computers
- Data Communications
- Electrical
- Electrical Machines
- Electronics
- Fire protection
- Instrumentation and Control
- Refrigeration and Air Conditioning
- Renewable / sustainable energy
- Security technology
- Energy Supply, Transmission and Distribution Networks

## **RANGE STATEMENT**

Generic terms used throughout this Vocational Standard shall be regarded as part of the Range Statement in which competency is demonstrated. The definition of these and other terms that apply are given in Volume 2, Part 2.1.

## **Unit Sector(s)**

Not Applicable

## **Competency Field**

### **2.2) Literacy and numeracy skills**

Participants are best equipped to achieve competency in this unit if they have reading, writing and numeracy skills indicated by the following scales. Description of each scale is given in Volume 2, Part 3 'Literacy and Numeracy'

Reading	3	Writing	3	Numeracy	3
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## **Custom Content Section**

**Competency Field**            5)

Electrotechnology