



**Australian Government**

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

# **UEENEEK145A Implement and monitor energy sector environmental and sustainable policies and procedures**

Release: 1

## **UEENEEK145A Implement and monitor energy sector environmental and sustainable policies and procedures**

### **Modification History**

Not applicable.

### **Unit Descriptor**

#### **Unit Descriptor**

#### **1) Scope:**

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

This Competency Standard Unit specifies the outcomes for the collecting, interpretation and application of environmental management information, the identification of environmental impacts and the assessment of risks. It also consists of monitoring while implementing environmentally sustainable work policies and plans and, the development of modifications as part of the review process.

### **Application of the Unit**

#### **Application of the Unit 2)**

This Competency Standard Unit is intended to augment formally acquired competencies. It is suitable for employment-based programs under an approved contract of training. The unit addresses information processes and techniques for the implementation and monitoring of work place procedures that minimise energy use in the workplace.

### **Licensing/Regulatory Information**

#### **License to practice 3)**

The skills and knowledge described in this unit may require a licence/registration to practice in the work place subject to regulations for undertaking of electrical work. Practice in workplace and during training is also subject to

**License to practice**

**3)**

regulations directly related to Occupational Health and Safety, electricity/telecommunications/gas/water industry safety and compliance, industrial relations, environmental protection, anti discrimination and training. Commonwealth, State/Territory or Local Government legislation and regulations may exist that limits the age of operating certain equipment.

**Pre-Requisites**

**Prerequisite Unit(s)**

**4)**

**Competencies**

**4.1)**

There are no pre-requisites for this unit

**Literacy and numeracy skills**

**4.2)**

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

Reading 4      Writing 4      Numeracy 4

**Employability Skills Information**

**Employability Skills**

**5)**

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

## Elements and Performance Criteria Pre-Content

**6)** Elements describe the essential outcomes of a competency standard unit  
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 Prepare/plan to implement and monitor environmentally sustainable work practice management policies and procedures	<p>1.1 Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are obtained, analysed, if necessary, by site inspection and the extent of the preparation of the work determined for planning and coordination.</p> <p>1.2 Work is prioritised and sequenced for the most efficient and effective outcome following consultation with others for completion within acceptable timeframes, to a quality standard and in accordance with established procedures.</p> <p>1.3 Relevant requirements (including environmental regulations) and established procedures for the work are given to all personnel and identified for all work sites.</p> <p>1.4 Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored to ensure safe systems of work are followed and according to established procedures.</p> <p>1.5 Resources including personnel, equipment, tools and personal protective equipment required for the job are identified, scheduled and coordinated and confirmed in a safe and technical working order.</p> <p>1.7 Risk management is applied to the job identifying and itemising ways in which energy wastage can be minimised</p> <p>1.8 Items for installation are sourced, where possible, that are recycled or reusable, in</p>

ELEMENT	PERFORMANCE CRITERIA
2 Carry out the implementation and monitoring of environmentally sustainable work management policies and procedures	consultation with an agreement of the customer.
	2.1 Environmentally sustainable work practice to reduce/ minimise waste and excessive energy use are implemented and monitored in accordance with requirements and/or established procedures with input being sought from specialists where possible
	2.2 Implementation and monitoring of environmentally sustainable energy management policies and procedures are carried out, in accordance with the work schedule and requirements and/or established procedures.
	2.3 Essential Knowledge and Associated Skills in the safe implementation and monitoring of environmental and sustainable energy management policies and procedures are applied to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements.
	2.4 Solutions to non-routine problems are identified and actioned using acquired Essential Knowledge and Associated Skills according to requirements.
3 Complete the implementation and monitoring of environmental and sustainable energy management policies and procedures	2.5 Ongoing checks of quality of the work are undertaken in accordance with requirements and established procedures to ensure a quality like outcome is achieved for the client/customer and to a community/industry standard.
	3.1 Work undertaken is checked against works schedule for conformance with requirements, anomalies reported and solutions identified in accordance with established procedures.
	3.2 Work site is rehabilitated, cleaned up and confirmed safe in accordance with established procedures.
	3.3 Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.

## ELEMENT

## PERFORMANCE CRITERIA

- |     |  |
|-----|--|
| 3.4 | Materials suitable for recycling and or reuse are identified and are stored for further use or proper disposal.  |
| 3.5 | Policies for implementing and monitoring of sustainable work practices are reviewed and updated from the experience of the current job and new procedures implemented if required. |
| 3.6 | Relevant work permit(s) are signed off and the work completed/returned to service and advised to client/customer in accordance with requirements.                                  |
| 3.7 | New targets for energy minimisation are set, in keeping with successful strategies   |
| 3.8 | Successful strategies are promoted and where possible participants rewarded  |

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

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

Evidence shall show that knowledge has been acquired implementing & monitoring, policies & procedures for environmentally sustainable electrotech work practice. All knowledge and skills detailed in this unit should be contextualised to current industry practices and technologies.

#### **KS01- EK145A      Environmental and sustainable work practice - supervisory responsibilities**

Evidence shall show an understanding of environmentally sustainable work practice, supervisory responsibilities to an extent indicated by the following aspects:

T1      Environmentally sustainable work practice principles encompassing:

- Provisions of relevant environmental legislation
- Notion of sustainable work practice
- Effects of neglecting sustainable work practice

## REQUIRED SKILLS AND KNOWLEDGE

- The greenhouse effect - causes, consequences.
- International and national greenhouse imperatives.
- The role of regulators and similar bodies
- Economic benefits of sustainable initiatives.
- Techniques for reducing the use of carbon based energy sources and hence greenhouse gas emissions
- domestic, commercial and industrial strategies
- trade related technologies and methods
- renewable energy technologies
- energy efficient retrofits

### T2 Implementing and monitoring encompassing:

- Principles and practice of effective sustainable work practice management
- Workplace sustainable work practice non compliance, range and selection of control measures
- Organisational systems and policies and procedures needed for legislative compliance
- Impact of characteristics and composition of the workforce on sustainable work practice management
- Relevance of sustainable work practice management to other organisational management policies, procedures and systems.
- Analysis of entire work environment and judge sustainable work practice interventions
- Analysis of relevant workplace data
- Ability to assess resources needed for risk control.

## Evidence Guide

### EVIDENCE GUIDE

**9)** This provides essential advice for assessment of the unit of competency and must be read in conjunction with the performance criteria and the range statement of the unit of competency and the Training Package Assessment Guidelines.

The Evidence Guide forms an integral part of this Competency Standard Unit and shall be used in conjunction with all components parts of this unit and, performed in accordance with the Assessment Guidelines of this Training Package.

#### Overview of Assessment

##### 9.1)

Longitude 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's 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 accord with Industry and, Regulatory policy in this regard.

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. Hence, sources of evidence need to be 'rich' in nature so as to minimise error in judgment. Activities associated with normal every day 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 practiced. 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 evidence  
required to  
demonstrate  
competency in  
this unit** 9.2)

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

The evidence on which competency in this unit is based shall be considered holistically for each element on at least two occasions comprising:

- 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; and
  - Apply sustainable energy principles and practices as specified in the performance criteria and range; and
  - 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. and
  - Demonstrate an appropriate level of skills enabling employment; and
  - Conduct work observing the relevant Anti Discrimination legislation, regulations, policies and workplace procedures; and
  - Implement and monitor, policies and procedures for environmentally and sustainable electrotech work practice as listed in the Range statement' and including

- |   |  |
|---|--|
| A | Providing environmentally sustainable work practice information to the work group                                      |
| B | Implementing and monitoring participative arrangements for the management of environmentally sustainable work practice |
| C | Implementing and monitoring the procedures for identifying procedures for identifying hazards,                         |

assessing risks and controlling risks

- D Implementing the procedures for dealing with hazardous events
- E Implementing and monitoring the procedures for environmentally sustainable work practice
- F Implementing and monitoring the procedures for maintaining environmentally sustainable work practice records
- G Dealing with unplanned events by drawing on essential knowledge and skills to provide appropriate solutions incorporated in the holistic assessment with the above listed items

**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 implementation and monitoring of environmental and sustainable energy management policies and procedures.

The resources used for assessment should reflect current industry practices in relation to implementing and monitoring, policies and procedures for environmentally and sustainable electrotech work practice.

**Method of assessment**      **9.4)**

This Competency Standard 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 Competency Standard 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, competency development in this unit may be arranged concurrently with units:

UEENEEE11 Implement and monitor energy sector OHS  
7A policies and procedures

## **Range Statement**

### **RANGE STATEMENT**

**10)** This relates to the unit of competency 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 Competency Standard Unit shall/may be demonstrated in relation to implementing and monitoring, policies and procedures for environmentally and sustainable electrotech work practice and may include the following equipment: The following constants and variables included in the elements and performance criteria in this unit augment other definitions described in the Definitions section of this Training Package and form an integral part of the Range Statement of this unit:

- Environmental legislation may include relevant federal legislation; relevant state/territory legislation; relevant local government by-laws; relevant government or quasi government policies and regulations; relevant community planning and development agreements (e.g. Land care agreements)
- Environmental management documentation may include information on applicable environmental laws or other requirements; complaint records; training records; process information; process operational log books; inspection, maintenance and calibration records; relevant contractor and supplier information; incident reports; information on emergency preparedness and response.

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

Competency Field 11)

Renewable and Sustainable Energy