



**Australian Government**

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

# **UEGNSG102A Carry out work activities in a utilities industry work environment**

**Release: 1**

## **UEGNSG102A Carry out work activities in a utilities industry work environment**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit Descriptor**

**1)**

This unit covers the undertaking of scheduled work activities in a utilities industry workplace in an agreed time and to a quality standard. All work is carried out in accordance with established procedures and in a safe manner following OHS policies and procedures. The types of work activities include cleaning the work site as well as following OHS policies and procedures; using tools and equipment; following established procedures and requirements; using safety equipment and personal protective equipment and following emergency/hazardous work situations procedures.

### **Application of the Unit**

#### **Application of the Unit**

**3)**

This competency standard shall apply to any basic and safe work site where Gas Industry operations occur. It could also apply, where applicable to other workplaces in the electricity supply industry (transmission and distribution and generation), the electrotechnology industry and the water industry, subject to all Occupational Health and Safety and duty of care requirements being met for the workplace.

### **Licensing/Regulatory Information**

#### **License to practice**

**3.1)**

The skills and knowledge described in this unit are not

**License to practice****3.1)**

subject to licence regulation other than those directly related to Occupational Health and Safety, gas/electricity/water industry safety and compliance, industrial relations, environmental protection, telecommunications, anti discrimination and training. Commonwealth, State/Territory or Local Government legislation and regulations may exist that limit the age at which a person can operate certain equipment.

**Pre-Requisites****Prerequisite Unit(s)****2)****Competencies****2.1)**

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

Nil

**Employability Skills Information**

Refer to the Evidence Guide

**Elements and Performance Criteria Pre-Content**

5) 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 to undertake work activities	1.1 Instructions for the preparation of the work activity are received and confirmed to ensure clear understanding
	1.2 OHS, environmental and sustainable energy policies and procedures are received and confirmed to ensure they are understood as to be applied in the carrying out of the work
	1.3 Equipment, plant, tools and personal protective equipment needed to do the work are identified, scheduled and checked to ensure they work correctly as intended and are safe to use in accordance with established procedures
	1.4 Appropriate persons are consulted to ensure the work is coordinated effectively with others involved
	1.5 Resources and materials needed to do the work are confirmed, scheduled and obtained in accordance with established procedures
	1.6 Schedule of work including practices for working safely are confirmed in accordance with established procedures
2 Carry out work as instructed	2.1 OHS policies and procedures and safe work practices are followed to eliminate or minimise incidents and hazards
	2.2 Schedule of work is followed to ensure work is completed in an agreed time, to a quality standard and with a minimum of waste
	2.3 Operational knowledge for utilising correct and safe use of basic equipment and tools to perform work is confirmed to ensure completion in an agreed time and to a quality standard with a minimum of waste according to requirements and established procedures
	2.4 Further instructions are sought from appropriate persons for unplanned events or conditions occurring

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
	2.5 Ongoing checks of quality of the work are undertaken in accordance with instructions and requirements
3 Check the results of the completed work	3.1 Final checks are made to ensure the use of equipment and tools conforms with instructions and to requirements
	3.2 Appropriate persons are notified of completion of the work
	3.3 Equipment and tools and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures
	3.4 Work area is cleaned up and made safe and sustainable energy practices are followed
	3.5 Appropriate records are updated in accordance with instructions and established procedures

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

6) 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 for carrying out work activities in a utilities industry work environment. 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.

- G 1.1.1 Utilities industries calculations
- G 1.1.2 Use of equipment and tools in the utilities industries
- G 1.1.3 Overview of workings in the utilities industries

## Evidence Guide

### EVIDENCE GUIDE

**8) The Evidence Guide forms an integral part of this 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**

##### **8.1)**

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'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 practised. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments. Sample assessment instruments are included in the Assessment Guidelines of this Training Package.

#### **Critical aspects of evidence required**

##### **8.2)**

Before the critical aspects of evidence are considered all

**to demonstrate competency in this unit**

prerequisites shall 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 UEG06'. Evidence shall also comprise:

- A representative body of Performance Criteria 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
  - Apply sustainable energy principles and practices as specified in the Performance Criteria and range
  - Demonstrate an understanding of the essential knowledge and associated skills as described in this unit to such an extent that the learner's performance outcome is reported in accordance with the preferred approach; namely a percentile graded result, where required by the regulated environment
  - Demonstrate an appropriate level of skills enabling employment
  - Conduct work observing the relevant Anti discrimination legislation, regulations, polices and workplace procedures
- Demonstrate performance across a representative range of contexts from the prescribed items below:

<b>Range of tools/equipment/procedures/workplace</b>		
<b>Group No</b>	<b>The minimum number of items on which skill is to be demonstrated</b>	<b>Item List</b>
A	All	Occupational Health and Safety policies and procedures followed
B	At least 6	Tools and equipment: General concrete mixer General vacuum cleaner General trolley Non pressurised pumps and

		hoses Wheelbarrows Traffic barriers Extra low voltage lighting equipment Hand held tools
C	All	Utilities industries calculations
D	All	Read and interpret workplace documents Communicate in a team environment
E	At least one occasion	Deal with an unplanned event by drawing on essential knowledge and associated skills to provide appropriate solutions

### Context of and specific resources for assessment

#### 8.3)

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 by this Unit.
- Appropriate environmental regulation and work practices.
- Appropriate organisational requirements.
- Appropriate work environment, equipment and tools.

In addition to the resources listed above, in Context of and specific resources for assessment, evidence should show demonstrated competency in carrying out work activities in a utilities industry work environment.

Assessment of this competency must also be undertaken in either an actual workplace or under a simulated work environment. Assessment must also integrate the key competencies.



**Method of assessment****8.4)**

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 Associated Skills described in this unit.

**Concurrent assessment and relationship with other units****8.5)**

There are no recommended concurrent assessments with this unit, however in some cases efficiencies may be gained in terms of learning and assessment effort being concurrently managed with allied Units where listed.

UEGNSG101    Use equipment and tools to perform work in a  
A                    utilities industry work environment

Or,

With the following units of competency if delivered in the Certificate II qualification

UEGNSG103    Comply with workplace OHS procedures and  
A                    practices

UEGNSG104    Comply with environmental policies and  
A                    procedures

UEGNSG105    Establish the work site  
A

**Key Competencies****8.6)**

Evidence that particular key competencies have been achieved within this Unit is in the context of the following Performance Criteria of evidence. See Volume 2, Part 4 for an explanation of Key Competencies and levels of this Training Package.

<b>Key Competencies</b>	<b>Example of Application</b>	<b>Performance Level</b>
How are ideas and information communicated within this	Refer to the following Performance Criteria for examples of application:  1.2; 1.4; 2.4; 3.2	1

competency?	
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How can information be collected, analysed and organised?	Refer to the following Performance Criteria for examples of application: 1.1; 2.1	1
How are activities planned and organised?	Refer to the following Performance Criteria for examples of application: 1.3; 1.5; 1.6	1
How is team work used within this competency?	Refer to the following Performance Criteria for examples of application: 1.4; 2.4; 3.2	1
How are mathematical ideas and techniques used?	Refer to the following Performance Criteria for examples of application:	N/A
How are problem solving skills applied?	Refer to the following Performance Criteria for examples of application:	N/A
How is use of technology applied?	Refer to the following Performance Criteria for examples of application:	N/A

**Skills Enabling  
Employment****8.7)**

Evidence that competency in this unit incorporates skills enabling employment is in the context of the following performance.

<b>Skills for Employment</b>		<b>Example of Application</b>
1	Developing and using skills within a real workplace	Refer to the following Performance Criteria for examples of application:  All
2	Learning to learn in the workplace	Refer to the following Performance Criteria for examples of application:  1.1
3	Reflecting on the outcome and process of work task	Refer to the following Performance Criteria for examples of application:  2.5; 3.5
4	Interacting and understanding of the context of the work task	Refer to the following Performance Criteria for examples of application:  1.4; 2.4; 3.2
5	Planning and organising the meaningful work task	Refer to the following Performance Criteria for examples of application:  1.3; 1.5; 1.6
6	Performing the work task in non-routine or contingent situations	Refer to the following Performance Criteria for examples of application:  2.4

## Range Statement

### RANGE STATEMENT

7) This relates to the competency standard 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/may be demonstrated in relation to carrying out work activities in a utilities industry work environment.

The following constants and variables included in the element/Performance Criteria in this unit are fully described in the Definitions Section of this volume and form an integral part of the Range Statement of this unit:

OHS policies and procedures

Tools and equipment (1)

Appropriate persons (1)

Established procedures and requirements

Legislation

Safety Equipment

Personal Protective Equipment

Emergency and Hazardous Work Situations

## Unit Sector(s)

Not Applicable

## Literacy and numeracy skills

### Literacy and numeracy skills 2.2)

Participants are best equipped to achieve 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

## Competency Field

Competency Field 4)

Cross discipline.