



Australian Government

ACMEQU512 Manage safe work practices in a horse establishment

Release: 1

ACMEQU512 Manage safe work practices in a horse establishment

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 5.0.

Application

This unit of competency describes the skills and knowledge required to design policies and procedures to manage safe operation of a horse establishment.

The unit applies to individuals who have responsibility for health and safety and duty of care for workers and visitors to a horse establishment. They work autonomously, take responsibility for their own work and apply specialised knowledge and skills to provide and communicate solutions for predictable and unpredictable problems, including those unique to horse behaviour and interactions with horses.

Commonwealth and state/territory health and safety and animal welfare legislation, regulations and codes of practice relevant to interacting with horses apply to workers in this industry.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Equine (EQU)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Design and implement safe work policies,	1.1 Identify compliance requirements in current health and safety and other relevant legislation and codes of practice

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
procedures and practices	1.2 Maintain knowledge of current trends, practices, technology and equipment related to safety in the equine industry 1.3 Design and document safe work policies and procedures to address compliance requirements 1.4 Develop record-keeping forms to support safe work procedures 1.5 Conduct comprehensive risk assessment, and evaluate current work practices against compliance requirements and documented policies and procedures 1.6 Prepare team training program to implement policies and procedures 1.7 Plan and schedule audits and emergency drills on a regular basis
2. Manage safe human and horse interactions	2.1 Oversee training of team in dynamic risk assessment, safety procedures, emergency drills and record-keeping relevant to work area and horses on property 2.2 Establish processes to involve team members in reporting and contributing to safety issues and improved practices 2.3 Implement risk assessment and suitability matching of horse to handler, rider or driver for activities involving horses 2.4 Model and reinforce safe work practices, and coordinate immediate responses to safety risks or situations 2.5 Advise external personnel of horse safety and biosecurity requirements relevant to purpose of their visit 2.6 Communicate procedures for emergency situations promptly and effectively to team and external personnel
3. Monitor safety related to horses	3.1 Assess risks associated with safety and security of stables, fences and other facilities, and implement risk control measures 3.2 Organise safety audits of horse gear and equipment, and oversee maintenance, repair and purchase of gear, as required 3.3 Manage safe storage and maintenance of chemicals, consumables and horse feed 3.4 Review emergency and first aid equipment on a regular basis and ensure functionality 3.5 Review appropriate husbandry, enrichment and/or education programs to optimise horse behaviour and welfare 3.6 Analyse horse health, feeding and welfare records, and identify

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	potential safety concerns and need for interventions 3.7 Oversee quarantine and isolation facilities and infection control and biosecurity arrangements
4. Oversee and maintain records	4.1 Establish a schedule for auditing and checking currency of records 4.2 Monitor information and trends within records to determine need to modify procedures or practices 4.3 Ensure records are accessible to relevant team members and stored securely 4.4 Document and report notifiable incidents according to legislative requirements

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Access and interpret complex textual information in legislation and formal documentation
Writing	Prepare logically structured documents using print-based and/or digital formats, terminology and conventions specific to purpose and audience
Oral communication	Use listening and questioning skills to elicit, clarify and confirm information using language appropriate for audience
Numeracy	- Prepare timeline and schedule for audits, drills or reviews - Analyse and interpret numerical data in relevant records

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMEQU512	Not applicable	The unit has been created	Newly created

Manage safe work practices in a horse establishment		to address a skill or task required by industry that is not covered by an existing unit	
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Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103>

Assessment Requirements for ACMEQU512 Manage safe work practices in a horse establishment

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has developed, implemented and monitored safe work practices and procedures for a horse establishment, including:

- sourced and interpreted relevant information about health and safety legislative and code of practice requirements
- developed and implemented an equine specific health and safety policy, and associated procedures and forms, for a horse establishment, covering the following:
 - staff induction, skill assessment and training
 - safe and ethical work practices interacting with horses
 - assessment to match the person to horse and the intended activity
 - assessing horse history and suitability for intended activity/use
 - use of personal protective equipment (PPE), safety equipment, manual handling
 - security of horses, property and facilities
 - movement of visitors, horses, other animals (where relevant) and vehicles on property
 - hygiene and infection control
 - first aid, and emergency and incident management
 - methods for maintaining current knowledge of equine industry trends, practices, technology and equipment related to safety
- communicated safety requirements and completed induction documentation for at least two team members and two visitors
- conducted safety and security checks of property facilities on at least two occasions
- monitored safety arrangements for humans and horses over a period of at least three months
- reviewed and evaluated records and made at least two changes to procedures or practices to improve safety.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- key requirements of current codes of practice and legislative requirements relevant to health and safety, including:
 - hazard identification and risk-management processes
 - key principles, uses and components of the hierarchy of control measures, and procedures for applying in the workplace
 - safe interactions with horses
 - concept of due diligence, duty of care and responsibilities of duty holders and person conducting a business or undertaking (PCBU)
- key requirements of current codes of practice and legislative requirements for equine biosecurity and quarantine
- key requirements of current codes of practice and legislative requirements for animal welfare and ethical care of horses, including an overview of the concept of social licence to operate
- methods for maintaining current knowledge of equine industry trends, practices, technology and equipment related to safety, including:
 - subscriptions to sources of industry and safety communications
 - membership of industry association/s
- safe equine work practices covering:
 - staff induction, skill assessment and training
 - safe and ethical work practices interacting with horses
 - matching person to horse and the intended activity
 - assessing horse history and suitability for intended activity/use
 - use of PPE, safety equipment, manual handling
 - security of horses, property and facilities
 - movement of visitors, horses and other animals (where relevant), and vehicles on property
 - hygiene and infection control
 - first aid, and emergency and incident management and natural disasters
- record-keeping forms and systems
- organisational and legislative reporting requirements
- sources of templates, checklists and formats for recording and reporting safety requirements.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:

- an equine workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - relevant legislation and codes of practice
 - formats for documenting policies, procedures and forms required for the performance and knowledge evidence
 - PPE appropriate for handler and activity
- specifications:
 - workplace procedures, legislation and codes of practice as specified in the performance evidence
- relationships:
 - team members and external clients required for the performance evidence.

The *Companion Volume: User Guide: Safety in Equine Training* provides advice and sample templates to assist assessors with the risk assessments that should be undertaken to help ensure the safety of all involved in the assessment.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

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<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103>