



Australian Government

AUMASA011 Apply safe work practices in the automotive manufacturing environment

Release: 1

AUMGTM013 Install or replace mechanical units and assemblies

Modification History

Release	Comment
Release 1	New unit of competency

Application

This unit describes the performance outcomes required to apply safe work practices in a manufacturing environment.

It involves the application of skills and knowledge at a production worker level.

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

Unit Sector

Health and Safety

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify work health and safety requirements	1.1 Identify Work health and safety (WHS) requirements applicable to the job context 1.2 Identify roles and responsibilities of key personnel connected with WHS 1.3 Identify and locate personal protective equipment (PPE) applicable to the job context
2. Follow work health and safety procedures	2.1 Carry out housekeeping according to workplace procedures and WHS requirements 2.2 Identify and undertake appropriate manual-handling techniques and utilise safety equipment according to workplace and manufacturer procedures and WHS requirements 2.3 Utilise personal protective equipment (PPE) according to workplace and manufacturer procedures and WHS requirements

Elements	Performance Criteria
	2.4 Maintain and store PPE according to workplace and manufacturer procedures
3. Respond to hazards and emergencies in the workplace	3.1 Identify and report workplace hazards and risks according to workplace procedures 3.2 Identify non-conformance in the use, storage and labelling of hazardous materials and report to the appropriate personnel 3.3 Identify and follow emergency procedures, reporting to appropriate personnel according to workplace procedures and WHS requirements 3.4 Access and use emergency equipment according to manufacturer procedures and WHS requirements
4. Complete incident and accident reports	4.1 Identify workplace incident and accident reporting procedures 4.2 Complete incident and accident reports according to workplace procedures, submitting to appropriate personnel 4.3 Identify, tag and report faulty emergency equipment

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Skills	Description
Reading skills to:	- interpret workplace and WHS procedures that support safe work practices - interpret and use operating procedures for PPE, manual handling and emergency equipment - interpret safety data sheets (SDS) - interpret labels on containers and hazardous materials.
Writing skills to:	legibly and accurately complete incident and accident reports, workplace hazards and risk assessment forms.
Oral communication skills to:	- report non-conformance in the use, storage and labelling of hazardous materials - report workplace emergencies to appropriate personnel.

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AUMASA011 Apply safe work practices in a manufacturing environment	AUMASA001 Apply safe work practices in the automotive manufacturing environment	Rationalisation of Elements. Additions to Assessment Requirements due to rationalisation of Range of Conditions. Minor changes to ensure policy adherence.	Equivalent

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bd587669-08b3-4cd5-85f0-f9fa0c6304c1>

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Performance Evidence

Before competency can be determined, individuals must have competently applied safe workplace practices in a manufacturing environment on a minimum of two occasions, in the manner described in the Performance Criteria of this unit.

Individuals must demonstrate they can:

- follow workplace procedures that support safe work practices
- locate, select and use personal protective equipment (PPE) required to work safely in a manufacturing environment
- select and use approved manual-handling techniques required to work safely in a manufacturing environment
- identify and manage workplace hazards within scope of own responsibility
- complete workplace incident and accident report forms, and risk assessment forms.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements and performance criteria of this unit. This includes:

- workplace procedures required to work safely, including:
 - emergency procedures
 - procedures for storing and labelling hazardous materials
 - procedures for recording and reporting incidents and accidents
 - procedures for removing spillages
 - cleaning and maintaining workplace.
- WHS requirements to ensure safe work practices, including:
 - first aid equipment
 - procedures for handling hazardous material
 - hazard control procedures, including those for hazardous materials and toxic substances
 - manual-handling techniques
 - personal protective clothing and equipment
 - safe use of tools, equipment and machinery

- types of PPE equipment relevant to own work, including:
 - ear plugs
 - glasses
 - gloves
 - helmets
 - protective clothing
 - safety boots
- manual-handling techniques
- common workplace hazards and treatment methods.

Assessment Conditions

Assessors of this unit must possess a high level of skills and knowledge in the training product being delivered including knowledge/awareness of the latest techniques and processes.

Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting.

Where assessment of competency includes third-party evidence, individuals must provide evidence of their application of safe work practices in the manufacturing environment, e.g. risk assessment sheets.

The following resources must be made available:

- manufacturing workplace or simulated workplace
- workplace procedures that support safe work practices
- PPE appropriate to the candidate's work area
- a range of workplace material requiring handling and storage
- manual handling equipment
- incident and accident reports
- risk assessment forms.
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