



Australian Government

AURMSA3002 Implement and monitor safety and risk management in a motorsport environment

Release 1

AURMSA3002 Implement and monitor safety and risk management in a motorsport environment

Modification History

Release	Comment
Release 1	Replaces AURMO3001A Implement and monitor safety and risk management in a motorsport environment Unit code updated to meet policy requirements Reference to OHS legislation replaced with new WHS legislation

Unit Descriptor

Unit descriptor	This unit of competency describes the skills and knowledge required to implement predetermined workplace health and safety (WHS) policies and procedures and to monitor WHS practices and manage risks as a supervisory function. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.
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Application of the Unit

Application of the unit	This unit applies to individuals who undertake a leadership role to promote and monitor the application of safe work practices and control of risks within teams of officials, contractors and volunteers in motorsport events, including practice sessions. They have a key role in ensuring the safe conduct of events and in influencing the ongoing safety of the workplace. Under WHS law, all organisations must ensure the health, safety and welfare at work of all employees and the safety of people, other than their workers, who may be present at the workplace. In the motorsport industries, the workplace would include any location where an event is held and 'others' would include contractors, volunteers, competitors and spectators.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Provide information on health, safety and control of risks	1.1. Accurately and clearly explain to personnel relevant WHS information, including organisation-specific policies and procedures 1.2. Make all current and updated WHS information readily accessible to staff in a timely and regular manner according to organisational procedures 1.3. Regularly provide information and clearly explain to the work group information about identifying hazards and controlling risks 1.4. Provide the opportunity for staff members to contribute their views on current and future WHS practices, including views on how to eliminate or control risks
2. Monitor safe work practices	2.1. Monitor ongoing compliance with safe work practices and vigilance on the job 2.2. Take prompt and appropriate action to address non-compliance with procedures, safe work practices and non-attention to event conditions 2.3. Monitor the effectiveness of work practices in maintaining the safety of personnel and managing risks through close attention to event operations and conditions 2.4. Provide timely feedback on WHS management practices to designated person according to organisation procedures
3. Implement and monitor procedures for identifying hazards, and assessing and controlling risks	3.1. Provide advice on hazards in work area according to organisation WHS policies and procedures 3.2. Support the implementation of procedures to control risks using the hierarchy of controls and in accordance with organisational procedures 3.3. Monitor the effectiveness of control measures, promptly identify any inadequacies and resolve or report them to the appropriate person 3.4. Report incidents and responses accurately in accordance with organisational procedures and legislative requirements
4. Identify training needs	4.1. Provide advice on WHS training needs of individuals and workgroup based on monitoring of team performance 4.2. Provide coaching and mentoring assistance to team members and/or facilitate arrangements for fulfilling

ELEMENT	PERFORMANCE CRITERIA
	training needs in consultation with appropriate management and according to organisation policies and procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills include:

- technical skills to the level required to operate information and communications technology to access information
- communication skills to the level required to communicate and discuss WHS information, processes and concerns, and to relate to people from a range of social, cultural and ethnic backgrounds and of varying physical and mental abilities
- literacy skills to the level required to read and interpret safety information, signs, symbols and notices, and to accurately record and report details of hazards, risks and incidents
- research skills to the level required to source information on motorsport industry safety issues within a defined range
- problem-solving skills to the level required to identify hazards in a motorsport environment, assess risks and to identify improvements in processes
- team skills to the level required to coordinate team adherence to safe work practices

Required knowledge

Required knowledge includes:

- responsibilities of employers and employees under relevant health and safety legislation
- organisational policies and procedures for WHS and risk management
- commonly used hazard signs and safety symbols
- common types and purpose of personal protective equipment
- communication procedures, including reporting lines, within the motorsport environment
- range of potential workplace hazards, risks and emergency situations
- basic principles of risk management
- procedures for reporting risks and hazards and documentation which needs to be completed
- applicable commonwealth, state or territory legislation, regulations, standards and codes of practice, including WHS and environmental regulations, relevant to officiating or volunteering in a motorsport event
- organisational policies and procedures, including safety requirements, hazard identification, risk assessment and emergency response procedures, related to officiating or volunteering in a motorsport event

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessors must be satisfied that the candidate can competently and consistently:

- provide information and clear explanations to team members on health, safety and control of risks
- monitor ongoing compliance of team with safe work practices
- take prompt and appropriate action to address non-compliance with safe work practices
- provide advice on hazards in the work area and support the implementation of procedures to control risks
- participate in procedures for monitoring and improving safety and risk management policies
- accurately record and report WHS risks and hazards using standard proformas or documentation
- provide advice on WHS training needs of individuals and workgroup.

Context of, and specific resources for assessment

- The application of competency is to be assessed in the workplace or a simulated environment that reflects as far as possible the actual working environment.
- Assessment is to occur using standard and authorised work practices, safety requirements and environmental constraints.
- Assessment is to comply with relevant regulatory requirements, including specified Australian standards.
- Where applicable, reasonable adjustment must be made to work environments and training situations to accommodate ethnicity, age, gender, demographics and disability.
- The following resources should be made available:
 - access to legislative and organisational information on WHS policies and procedures
 - access to suitable motorsport events
 - NCR and event supplementary regulations
 - applicable personal protection and safety equipment and resources.

EVIDENCE GUIDE

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of this Training Package.
- Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of Required Skills and Knowledge.
- Assessment methods must be by direct observation of tasks and include questioning on Required Skills and Knowledge to ensure its correct interpretation and application.
- Assessment may be applied under project-related conditions (real or simulated) and require evidence of process.
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances.
- Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role.

Guidance information for assessment

Assessment processes and techniques must be culturally sensitive and appropriate to the language and literacy capacity of the candidate and the work being performed.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Motorsports

Motorsports may include:

- automobile (car, truck and cart), motorcycle and powerboat events
- competitions and practice sessions
- circuit, track, speedway, rally, road and off-road events
- club, state/territory, national and international

RANGE STATEMENT	
	events
WHS policies and procedures	WHS policies and procedures may relate to: • application of first aid • emergency and evacuation response • equipment maintenance and use • hazard and risk identification and reporting • WHS consultation and participative arrangements • reporting accidents, incidents, injuries and near misses • risk assessment and control measures • safe operating procedures and instructions for use of equipment and technology • use and maintenance of personal protective equipment • use, storage and disposal of hazardous substances or dangerous items
Hazard	Hazard relates to: • any thing (including an intrinsic property of a thing) or situation with the potential to cause injury or harm
Hazard identification	Hazards may be identified through: • continuous monitoring of work environment • debrief and review of incidents • regular informal and informal discussions with colleagues • regular inspections of equipment and work area • review of workplace health and safety records
Risk	Risk relates to • the likelihood of a hazard causing injury or harm
Risk control	Procedures for controlling risks may include: • application of the hierarchy of control • basic risk assessment • communicating WHS information to others • complying with safe operating procedures for equipment

RANGE STATEMENT	
	• correct selection, use, storage and maintenance procedures for personal protective equipment • evacuation • maintaining vigilance, awareness and observation in the work environment • reporting of identified risks or hazards • requests for backup support or instructions • safe lifting and manual handling • security of documents, cash, equipment and persons • use of fire safety equipment
Emergency situations	Emergency situations may include: • accidents • collapse or partial collapse of buildings or structures • damage to people or property • explosion • fire • natural disasters • spill or release of toxic chemicals or biological substances
Information/documents	Sources of information/documents may include: • hardcopy and electronic media • verbal, written and graphical information • safe work procedures related to motorsport officiating and volunteering • regulatory/legislative requirements pertaining to motorsport officiating and volunteering • National Competition Rules (NCR) and event supplementary regulations • Federation Internationale de l'Automobile (FIA) and Federation Internationale Motocycliste (FIM) policies and procedures • motorsport organisation manuals, codes of conduct, policies and procedures • controlling body rules, category rules and supplementary regulations • event policies and procedures relating to work areas, authorities and lines of communication

RANGE STATEMENT	
	task instructions, including briefings, worksheets, checklists and plans
WHS requirements	WHS requirements are to be in accordance with applicable commonwealth, state or territory legislation and regulations, and organisational safety policies and procedures, and may include: - personal protective equipment and clothing - safety equipment - first aid equipment - hazard and risk control - elimination of hazardous materials and substances - manual handling, including shifting, lifting and carrying - emergency procedures
Legislative requirements	Legislative requirements are to be in accordance with applicable commonwealth, state or territory legislation, regulations, certification requirements and codes of practice, and may include: - award and enterprise agreements - industrial relations - confidentiality and privacy - WHS - the environment - equal opportunity - anti-discrimination - relevant industry codes of practice - duty of care
Environmental requirements	Environmental requirements may include but are not limited to: - waste management - noise - habitat, flora and fauna protection - clean-up management
Organisational policies and procedures	Organisational policies and procedures may include: WHS, sustainability, environment, equal opportunity and anti-discrimination policies and procedures

RANGE STATEMENT	
	• industry codes of practice • safe work procedures • communication, reporting and recording procedures

Unit Sector(s)

Unit sector	Motorsport
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Co-requisite units

Not applicable.

Competency field

Competency field	Health and Safety
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