



**Australian Government**

# **BSBWHS504 Manage WHS risks**

**Release: 1**

## BSBWHS504 Manage WHS risks

### Modification History

| Release   | Comments                                                                             |
|-----------|--------------------------------------------------------------------------------------|
| Release 1 | This version first released with BSB Business Services Training Package Version 1.0. |

### Application

This unit describes the skills and knowledge required to conduct work health and safety (WHS) risk management processes.

It applies to individuals who manage WHS risks, based on the organisation's WHS management system (WHSMS), WHS information system (WHSIS) and risk-management approach (as covered in BSBWHS503 Contribute to the systematic management of WHS risk). These individuals will work in a range of WHS roles across all industries and apply a substantial knowledge base and well-developed skills in a wide variety of WHS contexts.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) are equivalent and generally either can be used in the workplace. In jurisdictions where the Model WHS Legislation has not been implemented RTOs are advised to contextualise the unit of competency by referring to the existing State/Territory OHS legislative requirements.

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

### Unit Sector

Regulation, Licensing and Risk – Work Health and Safety

### Elements and Performance Criteria

| ELEMENT                                                          | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes.</i>                 | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>                                                                                                                                                                |
| 1 Access information and data on WHS hazards and risk management | 1.1 Identify sources of information and data<br>1.2 Obtain information and data to determine the nature and scope of hazards, the range of harms they may cause, and how these harms are caused<br>1.3 Obtain information and data to determine techniques, tools and |

| ELEMENT                                               | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                       | processes to assess risk associated with identified hazards, and identify risk control options                                                                                                                                                                                                                                                                                                                        |
| 2 Prepare to manage WHS risks                         | <p>2.1 Apply knowledge of the organisation's WHSMS and WHSIS to identify WHS risk management requirements</p> <p>2.2 Apply knowledge of WHS legislation to identify duty holders and legislative requirements for WHS risk management</p>                                                                                                                                                                             |
| 3 Develop and implement WHS risk-management processes | <p>3.1 Apply techniques, tools and processes to identify hazards, assess associated risks and identify risk control options</p> <p>3.2 Apply knowledge of hazards and risks to select appropriate risk controls</p> <p>3.3 Develop and implement a risk control plan and evaluate risk controls</p> <p>3.4 Carry out hazard identification and risk management according to organisational and legal requirements</p> |

## Foundation Skills

*This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.*

| Skill                      | Performance Criteria    | Description                                                                                                                                                                                                                                                       |
|----------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading                    | 1.1, 1.2, 1.3           | <ul style="list-style-type: none"> <li>Organises, interprets evaluates and critiques ideas and information in relation to WHS risk management</li> </ul>                                                                                                          |
| Writing                    | 3.1, 3.2, 3.3, 3.4      | <ul style="list-style-type: none"> <li>Uses industry specific terminology and appropriate formats to draft and develop risk control plans and processes</li> <li>Records results of risk-management processes according to organisational requirements</li> </ul> |
| Navigate the world of work | 2.1, 2.2, 3.4           | <ul style="list-style-type: none"> <li>Monitors adherence to legal, regulatory and organisational rights and responsibilities for self and others in relation to WHS risk management</li> </ul>                                                                   |
| Interact with others       | 3.1, 3.2, 3.3           | <ul style="list-style-type: none"> <li>Collaborates with others to achieve joint outcomes, playing an active role in facilitating effective group interaction and taking a leadership role when required</li> </ul>                                               |
| Get the work               | 1.2, 1.3, 3.1, 3.2, 3.3 | <ul style="list-style-type: none"> <li>Uses logical planning processes, and an increasingly intuitive understanding of context, to identify relevant</li> </ul>                                                                                                   |

|      |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| done |  | <p>information and risks, and to identify and evaluate strategies and resources for risk management planning</p> <ul style="list-style-type: none"> <li>Sequences and schedules complex activities, monitors implementation, and manages relevant communication in relation to risk management planning</li> <li>Uses systematic, analytical processes in complex, non-routine situations, setting goals, gathering relevant information, identifying and evaluating options against agreed criteria</li> <li>Uses common digital systems and tools to locate and store information</li> </ul> |
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## Unit Mapping Information

| Code and title<br>current version | Code and title<br>previous version         | Comments                                                                    | Equivalence status |
|-----------------------------------|--------------------------------------------|-----------------------------------------------------------------------------|--------------------|
| BSBWHS504<br>Manage WHS risks     | BSBWHS504A<br>Manage WHS hazards and risks | <p>Updated to meet Standards for Training Packages.</p> <p>Title change</p> | Equivalent unit    |

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>