



Australian Government

BSBWHS612 Develop and implement a strategy to support a positive WHS culture

Release: 1

BSBWHS612 Develop and implement a strategy to support a positive WHS culture

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 5.0.

Application

This unit describes the skills and knowledge required to support the development of a strategy that embeds and promotes a just work health and safety (WHS) culture in a workplace. It includes facilitating workforce commitment to implementation and continuous improvement of the strategy, specifically from those in leadership positions. It also involves supporting organisational learning and development to strengthen the WHS culture in the workplace.

The unit applies to those responsible for directly supporting the development of workplace WHS culture.

NOTES

1. For the purposes of this unit of competency ‘WHS culture’ is defined as the shared values, attitudes, perceptions, competencies and patterns of behaviour that determine the commitment to, and the style and proficiency of, an organisation’s health and safety management. Organisations with a just WHS culture are characterised by communications founded on mutual trust, by shared perceptions of the importance of safety, and by confidence in the efficacy of preventive measures.
2. 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 *model WHS laws* have not been implemented, registered training organisations (RTOs) are advised to contextualise this unit of competency by referring to existing WHS legislative requirements.
3. The *model WHS laws* include the model WHS Act, model WHS Regulations and model WHS Codes of Practice. See Safe Work Australia for further information.

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

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. Assess current state of organisation's WHS culture	1.1 Analyse current good practice theories, programs and policies about organisational WHS culture 1.2 Assess current organisational WHS-related compliance with identified good practice according to organisational policies and procedures 1.3 Document assessment outcomes according to organisational policies and procedures 1.4 Communicate desired WHS culture to required personnel
2. Develop a strategy for creating a positive WHS culture	2.1 Identify current and future organisational priorities and objectives for WHS culture 2.2 Determine resourcing required to implement a leadership-driven WHS culture 2.3 Develop policies and procedures to support identified priorities and objectives in consultation with required personnel 2.4 Develop key performance indicators (KPIs) for measuring WHS culture according to organisational policies and procedures 2.5 Document strategy for creating a positive WHS culture and communicate it to required personnel
3. Implement developed strategy	3.1 Establish roles and responsibilities relating to strategy implementation 3.2 Consult with required personnel to confirm their roles and responsibilities in relation to leadership and strategy implementation 3.3 Lead implementation of strategy for creating a positive WHS culture 3.4 Disseminate information and data that promote WHS culture to required personnel, according to organisational policies and procedures 3.5 Identify and address learning and development needs of workforce in adopting policies and procedures relating to WHS culture
4. Monitor and evaluate	4.1 Establish processes and procedures for evaluating

ELEMENTS	PERFORMANCE CRITERIA
strategy that supports WHS culture	effectiveness of implemented strategy against established KPIs 4.2 Seek feedback on implemented strategy from internal stakeholders, and external stakeholders as required 4.3 Apply established evaluation processes and procedures 4.4 Document evaluation outcomes and communicate them to required personnel according to organisational policies and procedures 4.5 Adjust strategy components in response to evaluation outcomes and feedback received 4.6 Establish and implement future review mechanisms to ensure continuous improvement of WHS culture that reflects desired culture

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Reading	• Interprets detailed information and theories relating to workplace WHS culture • Interprets evaluation feedback
Writing	• Uses clear and precise language to develop policies, procedures, strategies and objectives • Develops strategy documentation in required format
Oral communication	• Discusses and seeks information using appropriate structure and language for the particular audience • Uses questioning and active listening to clarify or confirm understanding
Numeracy	• Interprets, analyses and presents data relating to strategy, including KPIs
Navigate the world of work	• Takes a lead role in the support and development of a WHS strategy
Interact with others	• Uses a variety of communication tools and techniques to promote objectives and awareness of a positive WHS culture • Uses inclusive and collaborative techniques to seek feedback and consults with a range of stakeholders

Skill	Description
	• Works with leadership team to support their active involvement in strategy implementation
Get the work done	• Plans, organises and implements activities required to achieve strategic priorities and outcomes, including consulting with others and sequencing initiatives to ensure strategy awareness

Unit Mapping Information

No equivalent unit. New unit.

Links

Companion Volume Implementation Guides are available from VETNet -

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

Assessment Requirements for BSBWHS612 Develop and implement a strategy to support a positive WHS culture

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, and to:

- develop and implement a strategy that embeds a positive work health and safety (WHS) culture in an organisation
- evaluate implemented strategy.

During the above, the candidate must:

- identify theories and information relevant to developing this strategy
- report effectiveness of WHS culture to required personnel
- communicate effectively with leadership team and other required personnel
- review implemented strategy and identify opportunities for its continuous improvement.
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Knowledge Evidence

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

- legislative requirements relating to WHS culture, including privacy and confidentiality considerations of WHS records and information
- internal and external sources of information relating to theories, programs and policies about WHS culture
- organisational policies and procedures for:
 - assessing information about the current WHS culture in the organisation
 - developing key performance indicators relating to WHS culture
 - evaluating implementation of strategy and documenting outcomes of evaluation
 - using feedback tools and obtaining feedback
 - establishing and supporting workforce learning and development needs
- key features of a positive WHS culture

- key features of good-practice strategies for creating a positive WHS culture
- communication and consultation processes relating to creating a positive WHS culture and strategy implementation
- workforce factors impacting on WHS culture, including:
 - workforce language, literacy and cultural profiles
 - organisational behaviour
 - leadership attitudes and behaviour
- roles and responsibilities of personnel involved in developing, implementing and promoting a strategy for WHS culture.
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Assessment Conditions

Assessment must comply with WHS laws, legal responsibilities and duty of care required for this unit. It must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities undertaken by individuals carrying out WHS duties in the workplace, and must include access to:

- WHS laws relating to WHS culture
- organisational documentation, information and data relating to strategy developed for the performance evidence
- real situations and, where possible, case studies
- opportunities for interaction with others.

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

Links

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