



Australian Government

BSBWHS631 Apply occupational hygiene principles to manage WHS risks

Release: 1

BSBWHS631 Apply occupational hygiene principles to manage WHS risks

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 apply occupational hygiene principles, knowledge, skills and techniques to manage work health and safety (WHS) risks. It includes identifying workplace hazards and managing risks associated with occupational hygiene, and engaging specialist assistance. It requires in-depth knowledge of the hierarchy of control measures and its use in developing risk control strategies for occupational hygiene. The unit also includes ensuring that occupational hygiene activities are appropriate, and that training needs are met.

The unit applies to those who apply occupational hygiene principles to manage WHS risks.

NOTES

1. For the purposes of this unit of competency ‘occupational hygiene’ refers to the use of science and engineering to measure the extent of worker exposure to something in the work environment that has the potential to cause harm. An occupational hygiene approach to WHS risks uses science and engineering to design and implement appropriate risk control strategies to prevent ill health caused by the work environment.
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. Identify WHS hazards to be addressed by occupational hygiene	1.1 Identify and evaluate relevant WHS laws, organisational policies and procedures relating to occupational hygiene 1.2 Use workplace WHS information to identify exposure to WHS hazards that could give rise to worker ill health 1.3 Apply knowledge of occupational hygiene principles, skills and techniques to identify workplace WHS hazards to be addressed through occupational hygiene 1.4 Determine and document sources of exposure to identified hazards 1.5 Identify and document situations where WHS specialists and other advisers may be required according to organisational policies and procedures
2. Assess identified occupational hygiene risks	2.1 Select and use occupational hygiene equipment and techniques for assessing occupational hygiene risks relating to identified hazards according to organisational policies and procedures 2.2 Analyse and interpret results of assessments according to organisational policies and procedures, and exposure standards 2.3 Consult with specialists as required according to organisational policies and procedures to inform recommendations 2.4 Report results of risk assessments, interpretations and recommendations to required personnel
3. Design and implement risk controls	3.1 Apply the hierarchy of control measures when assisting with design of risk controls for assessed risks 3.2 Analyse information and data to identify deficiencies in existing risk controls 3.3 Implement suitable new risk controls and assist in providing remedial advice about existing risk controls according to organisational policies and procedures 3.4 Ensure effective consultation with, and participation of, required internal personnel 3.5 Access external sources of information and data, WHS specialists and other advisers as required about nature and level

ELEMENTS	PERFORMANCE CRITERIA
	of health hazards, risks and risk controls
4. Monitor, evaluate and modify risk controls	4.1 Monitor and evaluate risk controls to address risks relating to occupational hygiene in consultation with required personnel 4.2 Modify risk controls in consultation with required personnel 4.3 Identify and document training needs associated with risk controls and arrange training in consultation with required personnel 4.4 Make recommendations about future arrangements for monitoring and evaluating risk controls
5. Confirm occupational hygiene activities are appropriate	5.1 Confirm that occupational hygiene activities comply with required WHS laws 5.2 Confirm that occupational hygiene activities comply with required organisational procedures, processes, standards and systems 5.3 Apply appropriate occupational hygiene principles, knowledge, skills and techniques according to available resources and own role, responsibilities, skills and knowledge 5.4 Seek advice, support and input from specialists and other advisers as required and appropriate

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	Identifies, interprets and analyses legislative and organisational texts relevant to occupational hygiene activities
Writing	- Matches style and content of report writing to purpose, audience and organisational reporting requirements - Drafts and develops required documents using appropriate vocabulary, grammatical structure and organisational conventions
Oral communication	- Presents information and ideas using language appropriate to audience - Uses questioning and active listening to seek information and confirm understanding
Numeracy	- Uses equipment to take measurements - Selects from and applies a range of mathematical strategies to

Skill	Description
	- interpret and analyse measurements • Uses oral and written mathematical language and representation to communicate test results
Navigate the world of work	• Keeps up to date on changes to WHS laws relevant to own role and responsibilities, and considers their implications when negotiating, planning and undertaking work • Contributes to the work of others in occupational hygiene contexts
Interact with others	• Collaborates with others to achieve joint outcomes • Selects and uses suitable conventions and protocols to build and maintain relationships with people who can provide external specialist support
Get the work done	• Uses logical planning processes and understanding of context in identifying hazards and managing risks addressed by occupational hygiene • Uses systematic and analytical processes in complex, non-routine situations: sets goals, gathers relevant information, identifies and evaluates options against agreed criteria, and seeks input and advice from others before taking necessary action • Identifies potential of new approaches to enhancing work practices and outcomes in relation to application of occupational hygiene risk controls • Uses digital systems and tools to access, record, organise, analyse and display information

Unit Mapping Information

Supersedes and is equivalent to BSBWHS608 Assist with applying occupational hygiene to manage WHS risks.

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 BSBWHS631 Apply occupational hygiene principles to manage WHS risks

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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:

- apply occupational hygiene principles, processes, skills and techniques in managing at least two different work health and safety (WHS) hazards that present occupational hygiene risks to workers, using:
 - workplace WHS information
 - knowledge of WHS laws, and organisational policies and procedures relating to occupational hygiene
 - knowledge of occupational hygiene principles, processes, skills and techniques
 - the hierarchy of control measures to design and implement risk controls
- seek specialist input or advice during at least one of these activities.

During the above, the candidate must:

- assess occupational hygiene risk associated with these WHS hazards
- monitor, evaluate and modify risk controls relating to occupational hygiene
- ensure occupational hygiene activities are legislatively and organisationally compliant and appropriate.
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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:

- WHS laws relating to occupational hygiene, including roles and responsibilities of persons conducting a business or undertaking (PCBUs) or officers under WHS laws
- exposure standards and other standards and guidelines used in occupational hygiene, including their limitations and practical applications
- occupational hygiene principles, knowledge, skills, techniques and methodologies

- characteristics of WHS hazards and risks addressed by occupational hygiene, their effects on people and how these effects occur
- common risk controls for a range of environmental hazards and associated occupational hygiene risks, their effectiveness and their limitations
- organisational policies, procedures, processes and systems relating to occupational hygiene and the performance evidence
- key principles, uses and components of the hierarchy of control measures in managing risks associated with occupational hygiene, including:
 - nature and scope of risk controls
 - requirements for selecting personal protective equipment (PPE), and limitations of its use
- key concepts, processes and procedures for applying occupational hygiene in managing WHS risks:
 - sources of environmental hazards and routes of exposure to them
 - sources of occupational disease and its prevention
 - risks addressed by occupational hygiene
 - developing, implementing and evaluating occupational hygiene risk controls
 - methods for occupational hygiene assessments and investigations
 - training, education, roles, functions and skills of occupational hygienists
 - types, purposes, functions and uses of occupational hygiene equipment
 - requirements for individual training and instruction in risk controls, including in the use of PPE
- workplace processes, activities, jobs and tasks relevant to occupational hygiene
- roles and functions of specialists, including occupational hygienists, occupational medicine physicians, other medical doctors and toxicologists
- procedures for working with occupational hygiene specialists and other WHS personnel to control WHS risks.
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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, standards and guidelines required to demonstrate the performance evidence
- occupational hygiene equipment that meets relevant standards for function and performance
- organisational policies and procedures required to demonstrate the performance evidence
- case studies and, where possible, real situations
- 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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