



Australian Government

CPPCMN4002 Implement and monitor environmentally sustainable work practices

Release: 1

CPPCMN4002 Implement and monitor environmentally sustainable work practices

Modification History

Release 1.

Revised unit of competency replacing superseded equivalent CPPCMN4002B Implement and monitor environmentally sustainable work practices.

This version first released with CPP Property Services Training Package Version 3.

Application

This unit of competency specifies the outcomes required to analyse the workplace in relation to environmentally sustainable work practices, and then implement improvements and monitor their effectiveness.

The unit supports those responsible for a specific area of work or who lead a work team. It applies in a range of property services sectors and organisations.

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

Pre-requisite Unit

Nil

Unit Sector

Common

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.

- | | |
|---|---|
| 1. Investigate current workplace practices in relation to resource use. | 1.1. Environmental regulations applying to work conducted on client sites are identified. |
| | 1.2. Procedures for assessing compliance with environmental legislation, regulations, and codes of practice are evaluated. |
| | 1.3. Information on environmental and resource efficiency systems and procedures is collected and provided to work group according to organisational policies and |

- procedures.
- 1.4. Current **resource use** is measured and documented according to organisational policies and procedures.
 - 1.5. Current purchasing strategies and potential for influencing suppliers to take up environmental sustainability are analysed and documented.
 - 1.6. Current work processes are analysed to assist in identifying areas for improvement.
2. Set targets for improvements.
 - 2.1. Input into achievable targets is sought from internal and external stakeholders.
 - 2.2. External sources of information and data on achievable targets are accessed as required.
 - 2.3. Improvements in efficiency targets are set.
3. Implement performance improvement strategies.
 - 3.1. Techniques and tools are sourced to assist in achieving efficiency targets.
 - 3.2. Alternative solutions to workplace environmental issues are evaluated and applied.
 - 3.3. Continuous improvement strategies are applied to own area of responsibility, and ideas and possible solutions are communicated to work group and management.
 - 3.4. **Environmental and resource efficiency improvement plans** for own work group are integrated into other operational activities and are implemented.
 - 3.5. **Recommendations** for environment and resource efficiency management are sought from stakeholders and acted upon according to organisational policies and procedures.
 - 3.6. Costing strategies are implemented to fully value environmental assets.
4. Monitor performance.
 - 4.1. Outcomes are documented and reports on targets are communicated to key personnel and stakeholders.

- 4.2. Strategies and benchmark indicators are evaluated.
- 4.3. New targets are set and new tools and strategies investigated and applied.
- 4.4. **Compliance** with requirements of legislative standards or codes is monitored and reported according to company requirements.
- 4.5. Successful strategies are documented according to company requirements.

Foundation Skills

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

Skill	Performance feature
Learning skills to:	• identify and use reliable sources of information on requirements of environmental legislation, standards and codes of practice.
Numeracy skills to:	• analyse numerical information, including costs and volume of resources used • calculate realistic targets for environmental improvements and resource efficiency.
Oral communication skills to:	• engage, inform and gain information from stakeholders as part of consultation process.
Reading skills to:	• interpret information on requirements of environmental and sustainability legislation, standards and codes of practice.
Writing skills to:	• prepare clear reports on strategies, targets and outcomes for environmental improvements and resource efficiency.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

Resource use must include review of at least two of the following:

- chemicals
- consumables
- electricity usage rates
- gas usage rates
- water usage rates.

Environmental and resource efficiency improvement plans must include at least two of the following:

- determining organisation's most suitable waste treatment, including waste to landfill, recycling, re-use and wastewater treatment
- initiating and maintaining organisational procedures for operational energy consumption, including for stationary and non-stationary (transport) energy
- sustainability initiatives, action plans, surveys and audits.

Recommendations must include strategies that result in at least two of the following outcomes:

- elimination of hazardous and toxic materials
- improved energy efficiency
- improved opportunities to re-use and recycle materials
- increased use of renewable resources, including solar or other alternative forms of energy
- plans to offset or mitigate environmental impacts
- reduced greenhouse gas emissions
- reduced reliance on non-renewable resources.

Compliance must include:

- coverage of at least one of the following:
 - energy efficient rating system
 - ISO 14001 Environment Management Systems.

Unit Mapping Information

CPPCMN4002B Implement and monitor environmentally sustainable work practices

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

Assessment Requirements for CPPCMN4002 Implement and monitor environmentally sustainable work practices

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Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit.

The person must also implement three new strategies to support environmentally sustainable work practices. Each of the strategies must:

- relate to sustainability improvements in the use of the following resources:
 - consumables
 - electricity
 - gas
 - water
- specify:
 - current usage rates measured in quantities and cost
 - targeted usage rates and how these targets will enhance organisation's commitment to sustainability
 - methods for implementing each strategy
 - processes for documenting and monitoring strategy implementation.

Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

- laws, by-laws, regulations and codes of practice relating to environmental sustainability and resource efficiency improvement
- types, limitations and uses of environmental and resource efficiency improvement plans, including:
 - environmental and resource sustainability initiatives, action plans, surveys and audits
 - applying waste management hierarchy in the workplace
 - determining organisation's most suitable waste treatment, including waste to landfill, recycling, re-use and wastewater treatment
 - initiating and maintaining organisational procedures for operational energy consumption, including stationary and non-stationary (transport) energy

- use of standards, guidelines and approaches:
 - energy efficiency rating systems
 - ISO 14001 Environment Management Systems.

Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
 - computer with internet access to retrieve and send company documentation
- specifications:
 - energy efficiency rating systems
 - ISO 14001 Environment Management Systems
 - existing company policies and procedures relating to sustainable work practices
- relationship with client:
 - consultation required.

Timeframe:

- according to workplace requirements.

Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

Links

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