



Australian Government

Assessment Requirements for CPPDSM5018 Ensure a safe workplace in the property industry

Release: 1

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Modification History

Release 1.

Replaces superseded equivalent CPPDSM5018A Ensure a safe workplace in the property industry.

This version first released with CPP Property Services Training Package Version 5.

Performance Evidence

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

The person must also establish, maintain and evaluate the work health and safety (WHS) system and procedures of one property-related organisation to ensure own safety and that of others in the workplace.

In doing the above, the person must:

- apply knowledge of organisation's practices, ethical standards and legislative requirements associated with establishing, maintaining and evaluating organisation's WHS system and procedures
- apply knowledge of the principles and practices of effective WHS management
- establish and maintain:
 - WHS management system
 - participative arrangements
 - procedures for identifying hazards, and assessing and controlling risks
- maintain WHS framework
- identify when expert advice is needed, obtaining advice and acting on it promptly
- implement WHS Acts, regulations and code of conduct relevant to own area of responsibility
- review WHS system effectiveness.

Knowledge Evidence

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

- key components of the hierarchy of control
- procedures for identifying intervention points for expert WHS advice
- literacy levels and communication skills of work group members and consequent suitable communication techniques to use when discussing WHS matters
- principles and practices of effective WHS management in small, medium and large businesses

- principles and techniques associated with modelling safe work practices, hazard identification and risk management
- record-keeping systems, procedures and requirements relating to WHS
- regulatory compliance arrangements in relation to WHS
- key requirements of federal, state or territory legislation and local government regulations relating to:
 - anti-discrimination
 - consumer protection
 - environmental issues
 - equal employment opportunity (EEO)
 - financial probity
 - franchise and business structures
 - industrial relations
 - privacy
 - property sales, leasing and management
 - strata community management
 - WHS
- WHS roles and responsibilities for all workplace personnel, including legal responsibilities of employers, manufacturers, suppliers, employees and other parties in relation to WHS.

Assessment Conditions

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

- equipment:
 - computer system with internet, email and printing facilities
- specifications:
 - access to specialist advice on WHS in the property industry
 - best practice case studies of WHS, hazard identification and risk management procedures in the property and related industries
 - hazard identification and risk assessment reports
 - WHS legislation
 - workplace policies and procedures with regards to WHS
- supervisor:
 - member of a work team in a property industry context.

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

Companion Volume implementation guides are found in VETNet -

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