



Australian Government

CPPWMT4009 Conduct waste audits

Release: 1

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Modification History

Release 1 This version first released with CPP Property Services Training Package Release 10.0.

Supersedes but is not equivalent to:

- CPPWMT4001A Plan waste audits.
- CPPWMT4002A Carry out waste audits.
- CPPWMT4003A Review, evaluate and document waste assessment findings.
- CPPWMT4035A Undertake waste process audits.

Application

This unit specifies the skills and knowledge required to conduct waste audits to identify and quantify waste. It includes planning waste audit methods, setting up the audit area and isolating waste types to identify, sort, measure, weigh and record waste. It also includes collecting samples and evidence, completing documentation and reporting audit findings.

A person who achieves this unit of competency is able to use specialised knowledge to complete routine and non-routine tasks and deal with predictable and sometimes unpredictable problems.

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

Pre-requisite Unit

Nil.

Unit Sector

Waste management

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe what needs to be done to demonstrate achievement of the element.

1 Plan and prepare for waste audit.

1.1 Review waste audit documentation to confirm site characteristics and waste management objectives and clarify issues with relevant persons.

1.2 Document a waste audit plan incorporating an audit

- methodology which meets waste audit objectives.
- 1.3 Review workplace policies and procedures, legislation and regulations and apply to waste audit plan to ensure compliance.
 - 1.4 Select and obtain documentation and equipment required for waste audit according to workplace requirements.
 - 1.5 Assess and manage hazards and risks associated with waste audit according to workplace work health and safety requirements.
 - 1.6 Obtain required approvals to proceed with waste audit according to workplace requirements.
 - 1.7 Select, check and use personal protective equipment appropriate for work activities.
- 2 Conduct waste audit.
- 2.1 Set up audit area in consultation with relevant persons to ensure safe and accurate data collection.
 - 2.2 Isolate waste types to identify, sort, measure, weigh and record waste according to methodology detailed in audit plan.
 - 2.3 Collect required samples and evidence.
 - 2.4 Record audit details and check to ensure samples and evidence are sufficient to meet audit objectives.
- 3 Finalise and report waste audit outcomes.
- 3.1 Restore audit site and dispose of waste according to workplace and regulatory requirements.
 - 3.2 Review and evaluate waste audit data and site assessment information to profile management of waste.
 - 3.3 Complete audit documentation and report findings according to workplace and regulatory requirements.

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

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- CPPWMT4001A Plan waste audits.
- CPPWMT4002A Carry out waste audits.
- CPPWMT4003A Review, evaluate and document waste assessment findings.
- CPPWMT4035A Undertake waste process audits.

Links

Companion volumes to this training package are available at the VETNet website -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

Assessment Requirements for CPPWMT4009 Conduct waste audits

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Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by conducting two different waste audits.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- classifications of waste
- legislative and procedural requirements applicable to conducting waste audits and relevant to the workplace:
 - commonwealth, state and territory legislation and regulations and industry standards, including work health and safety (WHS)
 - classifications of dangerous goods and hazardous substances
 - environmental protection
 - privacy
- types of equipment used to audit waste, including photographic and recording equipment
- typical hazards and risks associated with waste audits
- waste audit objectives, methodologies and processes
- waste containment methods
- waste non-conformances
- waste types
- workplace policies and procedures for conducting waste audits:
 - documentation and reporting, including key features of waste audit records and documentation
 - equipment access and use
 - WHS:

- emergency response
- hazard identification, risk assessment and control using the hierarchy of control
- injury, dangerous occurrence and incident reporting
- personal protective equipment.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or in a simulated workplace environment using realistic workplace conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to workplace policies and procedures, waste audit instructions and documentation, equipment and waste audit sites required to achieve the performance evidence.

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