



Australian Government

CSCWHS002 Supervise occupational health and safety practices

Release: 1

CSCWHS002 Supervise occupational health and safety practices

Modification History

Release	Comments
1	This unit was released in CSC Correctional Services Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to CSCOHS401A Supervise occupational health and safety practices.

Application

This unit describes the skills required to provide information to work groups about work health and safety (WHS), involve group members in WHS practices and monitor the organisation's WHS performance.

This unit applies to those working in a supervisory role.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to work health and safety.

Those undertaking this unit work autonomously, drawing upon support from a range of familiar resources. This role requires task organisation, communication and analysis skills.

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

Competency Field

Work health and safety

Elements and Performance Criteria

ELEMENTS	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 section.
1. Provide information to the work group about work	1.1 Provide clear information about the requirements of work health and safety legislation and codes of practice to the work group. 1.2 Explain the organisation's WHS policies, procedures and

health and safety	programs clearly to the work group. 1.3 Provide regular information clearly to the work group about identified hazards, and the purpose of risk assessment and risk control.
2. Involve group members in the practices of work health and safety	2.1 Ensure that all members in the work group have the opportunity to contribute to WHS practice. 2.2 Use team meetings to raise issues and deal with practice issues. 2.3 Refer issues to appropriate personnel for resolution. 2.4 Distribute information about consultations over WHS issues to the work group.
3. Monitor the organisation's health and safety performance	3.1 Identify gaps between WHS competencies required and those held by work group members to determine training needs. 3.2 Address identified WHS training needs with both on and off-the-job training programs in consultation with relevant parties. 3.3 Complete WHS occupational injury and disease records for work area. 3.4 Analyse information from the area's WHS records to identify hazards and monitor risks.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy				
																				N/A				

Performance variables

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the [Foundation Skills Guide](#)

<http://www.govskills.com.au/guides/correctional-services/foundation-skills-guide> on the GSA website.

Unit Mapping Information

Supersedes and is equivalent to CSCOHS401A Supervise occupational health and safety practices.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>

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Assessment Requirements for CSCWHS002 Supervise occupational health and safety practices

Modification History

Release	Comments
1	These Assessment Requirements were released in CSC Correctional Services Training Package release 1.0 and meet the Standards for Training Packages. Assessment requirements created

Please refer to the advice in the CSC Assessment Guide.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least two occasions.

- applying the hierarchy of control
- reporting and documenting the processes and outcomes of WHS requirements
- communicating verbally and in written form basic information about WHS responsibilities and processes
- facilitating team meetings
- identifying gaps in WHS skills or knowledge within work group
- recognising patterns in information to identify hazards and risks in WHS records

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- working knowledge, consistent with the elements of competence, of all applicable WHS legislation, regulations and codes of practice
- organisation's policies and procedures covering WHS processes, recording and reporting
- significance of equal employment opportunity principles and practices for WHS
- significance of other management systems and procedures for WHS
- understanding of literacy levels and communication skills of work group members and consequent suitable communication techniques
- training program coordination process
- appropriate personnel for referral of WHS issues

Assessment Conditions

Evidence for assessment must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments.

Valid assessment of this unit requires a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered by an individual responsible for supervising WHS practices as part of a coordinated team, including coping with difficulties, irregularities and changes to routine.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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