



Australian Government

Department of Education, Employment and Workplace Relations

ICPSU261C Follow OHS practices and identify environmental hazards

Revision Number: 1

ICPSU261C Follow OHS practices and identify environmental hazards

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to maintain basic OHS standards required in the workplace. OHS is integrated into all other units.
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Application of the Unit

Application of the unit	This unit covers basic OHS necessary to function safely in the workplace.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Follow enterprise procedures for hazard identification and risk control	1.1. Hazards in the work area are recognised and reported to designated personnel according to <i>enterprise procedures</i> 1.2. Enterprise procedures and work instructions for assessing and controlling risks for own area of responsibility are followed accurately while under direct supervision 1.3. Enterprise procedures for dealing with accidents, fire and emergencies are followed whenever necessary within <i>scope</i> of responsibilities and competencies
2. Follow enterprise procedures for the control of environmental discharges/emissions	2.1. Abnormal or unacceptable <i>emission</i> levels are recognised and reported according to enterprise procedures 2.2. Waste removal from work area complies with enterprise procedures and environmental regulations 2.3. Containment procedures are applied according to standard operating procedures where required 2.4. Correct safety procedures are followed and personal protective equipment used correctly
3. Contribute to participative arrangements for the management of OHS	3.1. OHS issues are raised with designated personnel according to enterprise procedures and relevant OHS legislation 3.2. Contributions to OHS management in the workplace are made within organisational procedures and scope of responsibilities and competencies

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- OHS in relation to operating machinery such as safely switching off machinery before cleaning is started
- communication of ideas and information by reporting unacceptable emission levels
- collecting, analysing and organising information by accessing OHS manuals, MSDSs and applying their content to the workplace
- planning and organising activities by applying containment procedures according to workplace requirements
- teamwork when raising OHS issues with designated staff
- mathematical ideas and techniques by monitoring emission levels
- problem-solving skills by following enterprise procedures to deal with accidents, fire and emergencies
- use of technology by using basic fire equipment as required by enterprise procedures

Required knowledge

- significant hazards in the workplace
- major hazards in this workplace.
- safety devices that are on this machine and what are their functions
- location and use of safety equipment and personnel
- location of fire extinguishers and fire exits
- first aid officer in your section
- location of the first aid kit
- enterprise procedures for dealing with fire and accidents
- responding in case of fire or accident
- report any dangerous situation
- symbols used on OHS signs
- meaning of these symbols (eg hazardous chemicals, goggles, footwear, fire equipment)
- safety data sheets
- location of safety data sheets kept and information they contain
- location of information about safe levels for discharges or emissions
- information sources
- manuals, safety and other documentation that are relevant to this task and where are they kept and information that is included in these documents

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of the ability to: • operating safely in the workplace • a record of at least one month of following safe working practices • evidence for assessment may be gathered from assessment of the unit of competency alone or through an integrated assessment activity.
Context of and specific resources for assessment	Assessment must ensure: • assessment may take place on the job, off the job or a combination of these • off the job assessment must be undertaken in a closely simulated workplace environment.
Method of assessment	A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: • direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

<i>Enterprise procedures</i> may include:	• hazard policies and procedures • emergency, fire and accident procedures • procedures for the use of personal protective clothing and equipment • hazard identification and issue resolution procedures • job procedures and work instructions.
<i>Scope</i> may include:	• application of relevant OHS legislation and codes of practice including duties and responsibilities of all parties under general duty of care legislation.
<i>Emissions/discharges</i> may include:	• noise • light • gas • smoke • odour • vapour • liquids/solids • particulates • fumes.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Support
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Co-requisite units

Co-requisite units		