



**Australian Government**

# **ICTSUS804 Use ICT to improve sustainability outcomes**

**Release: 1**

## ICTSUS804 Use ICT to improve sustainability outcomes

### Modification History

| Release   | Comments                                                                                                     |
|-----------|--------------------------------------------------------------------------------------------------------------|
| Release 1 | This version first released with ICT Information and Communications Technology Training Package Version 1.0. |

### Application

This unit describes the skills and knowledge required to use ICT tools and technologies to improve sustainability outcomes for a range of industries through monitoring and reporting on greenhouse gas emissions.

It applies to individuals with a high level of autonomy who are excellent communicators with telecommunications and systems skills and management abilities.

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

### Unit Sector

Sustainability

### Elements and Performance Criteria

| ELEMENT                                          | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 1. Design and manage a sustainability audit      | <p>1.1 Use audit tool that reflects criteria of benchmark, nature of risks, relevant information and data types, evaluation of performance and legislative requirements</p> <p>1.2 Define scope, objectives and benchmarks for audit in consultation with relevant stakeholders</p> <p>1.3 Document requirements for audit resources, timing, schedule and responsibilities consistent with industry best practice and relevant standards</p> <p>1.4 Ensure collection strategies are objective and systematic, and that information and data is valid and reliable</p> |

| ELEMENT                                                     | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                             | 1.5 Report outcomes clearly and concisely, including benefits to be achieved by adoption of audit recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2. Monitor energy consumption and emissions                 | <p>2.1 Analyse requirements of National Greenhouse and Energy Reporting System (NGERS) and other relevant legislation and industry standards in relation to a range of industries and needs of specific organisations</p> <p>2.2 Identify links with functional areas and environmental management systems to ensure comprehensive information and data collection</p> <p>2.3 Determine hardware and software required for collecting, collating, analysing and reporting emissions-related information and data</p> <p>2.4 Factor requirement for an external audit into the monitoring proposal</p> <p>2.5 Critically evaluate energy consumption and emissions data</p> <p>2.6 Develop improvement strategies based on review of data</p> <p>2.7 Use industry best practice as quality benchmark</p> |
| 3. Develop ICT solutions to improve sustainability outcomes | <p>3.1 Research and analyse mitigation and adaptation strategies appropriate for a range of industries</p> <p>3.2 Benchmark and document performance expectations in consultation with relevant stakeholders</p> <p>3.3 Develop and document technical specifications including hardware, software, networking, interface and security and hazard management requirements</p> <p>3.4 Determine timelines, resources and costs for implementation and ongoing monitoring and maintenance</p> <p>3.5 Analyse impact of ICT solution in relation to performance benchmarks</p> <p>3.6 Analyse opportunities and develop recommendations to improve sustainability of enterprise products, services and processes</p> <p>3.7 Present report for client sign-off</p>                                         |

## Foundation Skills

*This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.*

| Skill                      | Performance Criteria                        | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------------------|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading                    | 1.1, 2.1, 2.2, 2.5-2.7, 3.3                 | <ul style="list-style-type: none"> <li>Identifies, analyses and evaluates complex textual information to inform sustainability solutions</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Writing                    | 1.2, 1.3, 1.5, 2.4, 2.6, 3.2, 3.3, 3.6, 3.7 | <ul style="list-style-type: none"> <li>Produces detailed reports and related documentation and develops recommendations using precise language and specialised terminology to convey understanding of outcomes</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Oral Communication         | 1.2, 1.5, 3.2, 3.7                          | <ul style="list-style-type: none"> <li>Articulates clearly using specific language suitable to client and stakeholder audiences to convey requirements, and uses listening and questioning techniques to confirm understanding</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                |
| Numeracy                   | 1.1, 2.5, 3.4                               | <ul style="list-style-type: none"> <li>Uses mathematical formulae to plan budgetary requirements and evaluate timelines for solution implementation and ongoing monitoring requirements</li> <li>Interprets complex energy consumption and emissions data to identify workplace improvements</li> </ul>                                                                                                                                                                                                                                                                                                                                                  |
| Navigate the world of work | 1.1, 1.3, 2.1                               | <ul style="list-style-type: none"> <li>Recognises and responds to both explicit and implicit organisational procedures and protocols and legislative/regulatory requirements</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Get the work done          | 1.1-1.4, 2.2, 2.3                           | <ul style="list-style-type: none"> <li>Develops flexible plans for complex, high impact activities with strategic implications involving diverse stakeholders with potentially competing demands</li> <li>Takes responsibility for defining key aspects of own workload, balancing own needs and priorities with those of the work group</li> <li>Systematically gathers and analyses all relevant information and evaluates options to make high-impact and informed decisions</li> <li>Considers strategic and operational potential of digital trends to achieve work goals, enhance work processes, create opportunities and reduce risks</li> </ul> |

## Unit Mapping Information

| Code and title<br>current version | Code and title<br>previous version | Comments   | Equivalence status |
|-----------------------------------|------------------------------------|------------|--------------------|
| ICTSUS804                         | ICTSUS7235A                        | Updated to | Equivalent         |

| <b>Code and title<br/>current<br/>version</b> | <b>Code and title<br/>previous<br/>version</b> | <b>Comments</b>                                                                                          | <b>Equivalence<br/>status</b> |
|-----------------------------------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------|
| Use ICT to improve sustainability outcomes    | Use ICT to improve sustainability outcomes     | meet Standards for Training Packages.<br><br>Recoded and minor changes to PC's to meet AQF requirements. | unit                          |

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>

## Assessment Requirements for ICTSUS804 Use ICT to improve sustainability outcomes

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### Performance Evidence

Evidence of the ability to:

- audit and critically analyse patterns of energy use
- develop monitoring and reporting systems that comply with regulatory requirements
- develop a workable implementation strategy
- formulate solutions to improve sustainability outcomes
- develop benchmarks for reviewing and improving performance.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

### Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain auditing sustainability processes and practices
- discuss corporate social responsibility
- describe development processes and practices
- clarify hazard identification and control
- explain industry standards
- discuss the legislative framework underpinning sustainability
- summarise principles, practices and available tools and techniques of sustainability management relevant to a range of industries
- outline relevant international business and organisational standards
- discuss sustainability from a local, national and international perspective
- summarise sustainability including ecological, economic and social issues
- discuss technical performance measurements.

## Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the Telecommunications – Sustainability industry and include access to:

- relevant reports, legislation, regulations and standards
- suitable hardware, software, resources and equipment
- internet connection with suitable bandwidth
- relevant documentation including manufacturers' technical specifications.

Assessors must satisfy NVR/AQTF assessor requirements.

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