



Australian Government

MARF023 Apply safe work practices in a marina

Release: 1

MARF023 Apply safe work practices in a marina

Modification History

Release 1. This is the first release of this unit of competency in the MAR Maritime Training Package Release 3.0.

Application

This unit involves the skills and knowledge required to apply safe work practices according to the organisation's work health and safety (WHS)/occupational health and safety (OHS) policies and procedures, within the context of a small work team.

This unit applies to individuals working in a marina who have a key role in monitoring and maintaining workplace safety.

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

Pre-requisite Unit

Not applicable.

Competency Field

F – Operational Quality and Safety

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Identify WHS/OHS policy and procedures	1.1 Relevant WHS/OHS legislation, policy and workplace procedures are accessed, reviewed and clarified as necessary 1.2 WHS/OHS responsibilities and duties are identified and accountability processes are outlined 1.3 Records are accurately completed and maintained according to workplace procedures and WHS/OHS legislative requirements

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| 2 Identify hazards in the workplace | <p>2.1 Actual and potential hazards are identified and steps to minimise associated risks using hierarchy of controls are applied</p> <p>2.2 Inadequacies in existing risk control measures are reported according to workplace policy and procedures</p> |
| 3 Follow safe work practices | <p>3.1 Resources and equipment required in emergency operations are identified, selected and made ready according to workplace procedures</p> <p>3.2 Personal protective clothing and/or equipment is identified, used, maintained and stored according to workplace procedures</p> <p>3.4 Safety checks on all equipment and machinery are undertaken before operation</p> <p>3.5 Hazardous materials and substances are identified and handled according to workplace procedures</p> <p>3.6 Safety signs/symbols are identified and followed according to instruction</p> <p>3.7 Safe manual handling techniques are used and all work is carried out safely, according to workplace policy and procedures</p> |

Foundation Skills

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

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Hazards include one or more of the following:

- accidents
- adverse weather
- bomb scares and violent incidents
- chemical or fuel spills
- fires and explosions
- paint thinners in a boatyard

- rubbish on docks

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=772efb7b-4cce-47fe-9bbd-ee3b1d1eb4c2>

Assessment Requirements for MARF023 Apply safe work practices in a marina

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions on at least one occasion and include:

- applying work health and safety (WHS)/occupational health and safety (OHS) requirements and safe work practices
- communicating with people from a range of backgrounds and with a range of abilities
- completing required WHS/OHS documentation
- identifying hazards in the marina and steps required to minimise risks using hierarchy of controls
- identifying inadequacies and making recommendations to address these inadequacies
- liaising with relevant personnel to monitor the impact of policies and procedures on safe work practices
- monitoring incidents and hazards
- reading and analysing WHS/OHS legislation and organisational policies and procedures.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions and include knowledge of:

- importance of WHS/OHS in the workplace
- hazards and steps to minimise associated risks using hierarchy of controls
- organisational policies and workplace procedures relating to WHS/OHS, hazard management, emergencies, evacuation, incident investigation and reporting
- persons responsible for WHS/OHS in the workplace
- principles and practices of effective WHS/OHS management to enable effective implementation of organisational policies and procedures
- procedures for dealing with hazards
 - accident or incident reporting and investigation
 - containment of spills

- evacuation
- first aid
- reporting procedures for unsafe situations, fire hazards, broken or damaged equipment or fittings, sickness and accidents
- WHS/OHS requirements and work practices.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

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Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in a fully operational marina or, where this is not available, in simulated workplace operational situations that reflect workplace conditions where safe work practices can be applied.

Resources for assessment include:

- dedicated tools and equipment, materials and parts currently used in industry
- protective clothing and equipment including:
 - foot protection/boots
 - personal safety devices
 - head protection/helmet
 - hand protection/gloves
 - radiant heat protection/coat
- information and documentation including:
 - relevant organisational policies and workplace procedures, relevant Acts, regulations, codes of practice, licensing requirements and standards.
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