



Australian Government

MEM13006 Collect and evaluate work health and safety data for an enterprise or section of an enterprise

Release: 1

MEM13006 Collect and evaluate work health and safety data for an enterprise or section of an enterprise

Modification History

Release 1. Supersedes and is equivalent to MEM13006B Collect and evaluate occupational health and safety data for an enterprise or section of an enterprise

Application

This unit of competency defines the skills and knowledge required to carry out standard work health and safety (WHS) measurements, collect and evaluate data, maintain records and report hazards. Data collected would typically relate to factors associated with temperature, noise (noise meter) and dust (Draeger tubes).

Where the selection and use of engineering measurement is required unit MEM12023 Perform engineering measurements should also be selected.

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

Band: A

Unit Weight: 4

Pre-requisite Unit

MEM11011	Undertake manual handling
MEM13015	Work safely and effectively in manufacturing and engineering
MEM16006	Organise and communicate information

Competency Field

Work health and safety

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
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1	Determine job requirements	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS)

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
		requirements at all times	
		1.3	Use appropriate personal protective equipment (PPE) in accordance with SOPs
		1.4	Identify job requirements from specifications, job sheets or work instructions
2	Carry out standard WHS measurement and evaluate data	2.1	Collect data using standard equipment in accordance with manufacturers' specifications
		2.2	Evaluate data from measurements taken to identify non-conformance with WHS standards
3	Report outcomes of data evaluation	3.1	Report results requiring remedial action to appropriate personnel using SOPs
		3.2	Prepare reports to detail data findings
		3.3	Report and record non-compliances and non-conformances
		3.4	Maintain records in accordance with SOPs

Foundation Skills

This section describes those required skills (reading, writing, oral communication and numeracy) that are essential to workplace performance in this unit of competency.

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

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Data includes the following:

- factors associated with temperature, noise (noise meter) and dust (Draeger tubes)

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MEM13006B Collect and evaluate occupational health and safety data for an enterprise or section of an enterprise

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>

Assessment Requirements for MEM13006 Collect and evaluate work health and safety data for an enterprise or section of an enterprise

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria on at least two (2) occasions and include:

- following work instructions, standard operating procedures (SOPs) and safe work practices
- identifying and interpreting specifications, charts and other applicable reference documents to collect and evaluate work health and safety (WHS) data
- collecting and evaluating data from required measurements in accordance with manufacturers' specifications and procedures
- using numerical operations and calculations associated with collecting and evaluating WHS data
- detecting and reporting hazards and preparing reports requiring remedial action in accordance with procedures
- maintaining records of the WHS factors monitored in accordance with SOPs.

Knowledge Evidence

Evidence required to demonstrate the required knowledge for this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- measurements to be taken and recorded and procedures for taking each type of measurement
- tools, techniques and equipment required to carry out the measurements
- WHS standards for each factor being measured
- variations between the data collected and the appropriate WHS standard
- probable causes of the variation of the data collected from the WHS standard
- procedures for maintaining records of WHS factors measured
- procedures for reporting hazards and the authority to whom hazards are to be reported.

Assessment Conditions

- Assessors must:

- have vocational competency in collecting and evaluating work health and safety data for an enterprise or section of an enterprise at least to the level being assessed with relevant industry knowledge and experience
- satisfy the assessor requirements in the *Standards for Registered Training Organisations 2015* or its replacement and comply with the *National Vocational Education and Training Regulator Act 2011*, its replacement or equivalent legislation covering VET regulation in a non-referring state/territory as the case requires
- Where possible assessment must occur in operational workplace situations. Where this is not possible or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications
- 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.

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