



Australian Government

Department of Education, Employment and Workplace Relations

MNQGEN200A Conduct local risk control

Release: 1

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Modification History

Unit Descriptor

This unit covers the skills and knowledge required to apply basic **risk** control processes at a work site. It includes the identification of **hazards**; assessing **risk**; identifying unacceptable **risk**; identifying/analyzing and implementing **standard risk treatment**; and completing records and reports.

Linkages outside this unit:

The work described in this unit is equivalent to the work covered in:

MNCC1006A Conduct local risk assessment.

The work covered in this unit is relevant to Australian Standard AS/NZS 4360:1999 Risk Management.

Application of the Unit

Licensing/Regulatory Information

Pre-Requisites

Employability Skills Information

The required outcomes described in this Unit of Competency contain applicable facets of employability skills. The Employability Skills Qualification Summary for the qualification in which this Unit of Competency is packaged will assist in identifying employability skill requirements.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Identify hazards.	1.1 Analyse work area conditions to identify/recognise potential hazards in the workplace. 1.2 Access and analyse relevant safety, environment and quality systems information to eliminate situations covered by existing and adequate

- procedures.
- 1.3 Recognise the type and scope of unresolved hazards and their likely impact.
 - 2 Assess risk and identify unacceptable risk.
 - 2.1 Evaluate and determine **consequence** if the event should occur.
 - 2.2 Consider and determine **likelihood** of the event.
 - 2.3 Identify **criteria for the acceptability/unacceptability of the risk** from the appropriate party.
 - 2.4 Evaluate risk against criteria to identify if it warrants 'unacceptable risk' status and either action or refer to the appropriate person.
 - 3 Identify, analyse and implement risk treatments.
 - 3.1 Identify and consider all possible **standard risk treatment options**.
 - 3.2 Identify available options by preliminary analysis and testing of possible options.
 - 3.3 Analyse available options, including the identification of resource requirements.
 - 3.4 Select most appropriate site procedure for dealing with the situation.
 - 3.5 Plan and prepare the course of action in detail and acquire/obtain required resources.
 - 3.6 Implement the course of action.
 - 4 Complete records and reports.
 - 4.1 Communicate information on the course of action and implementation to the relevant people.
 - 4.2 Complete **records and reports** for hazards and actions from personal risk assessment as specified by legislative and site requirements.

Required Skills and Knowledge

Evidence Guide

Critical Aspects of Evidence

The evidence required to demonstrate this competency must be relevant to work site operations. In addition to satisfying the requirements of all elements, performance criteria, required knowledge and skills, evidence must include demonstration of:

- knowledge of procedures, requirements and instructions to apply risk control measures and systems used at the work site
- implement appropriate procedures and techniques for the efficient and effective control of risk on a work site, while complying with site safety, environmental, quality and communication requirements. This will include:
 - identifying hazards
 - assessing risk and identifying unacceptable risk
 - identifying, analysing and implementing actions/controls
 - completing records and reports.

Required Knowledge

Specific knowledge is required to achieve the performance criteria in this unit to the standards of performance required in the workplace, to transfer the skills to other contexts and to deal with unplanned events. Assessment requires evidence of the ability to identify and explain the purpose of:

AS/NZS 4360:1999 Risk Management

Risk Management process and methods including: identifying hazards; assessing risks; determining acceptability of risks; identifying controls

- site safety systems information
- site environmental management system information
- site communication, reporting and recording procedures
- enterprise statutory compliance management systems information
- enterprise commercial risk management systems information.

Required Skills

Specific skills are required to achieve the performance criteria in this unit. Assessment needs to obtain evidence of the ability to:

- proactively identify hazards
- take action in response to risks.

Assessment and Interdependence of Units

This unit may be assessed with other relevant units forming a cohesive work function, according to specific site requirements.

Prerequisite Units

There are no prerequisite units for this unit.

Resource Implications

Assessment of this competency requires typical resources normally used in a site work environment. Selection and use of resources for particular sites may differ due to site conditions, equipment availability, equipment/plant types and different contexts.

Consistency in Performance

To ensure consistency of performance, this unit may be assessed over a period of time and a range of work and site conditions. Local site factors will influence the breadth of evidence require to demonstrate the competency.

Context for Assessment

This unit should be assessed in the work environment where possible. Some assessment events may be conducted under simulated conditions where issues of safety and/or environmental damage are limiting factors.

All assessments must be valid, reliable, fair, flexible and sufficient evidence should be accumulated to demonstrate the required competence.

The assessment environment should not disadvantage the participant. For example, language, literacy and numeracy demands of assessment should not be greater than those required on the job.

Method of Assessment

Appropriate methods of assessment for this unit will usually include:

observation of processes and procedures

oral and/or written questioning on required knowledge and skills

testimony from supervisors, colleagues and/or other appropriate persons.

Where performance is not directly observed and/or is required to be demonstrated over a period of time and/or in a number of locations, any evidence should be authenticated by colleagues, supervisors, clients or other appropriate persons.

Questioning should be undertaken in such a manner as is appropriate to the language and literacy levels of the candidate and to the requirements of the unit of competency.

Range Statement

RANGE STATEMENT

The following range of variables is subject to site-specific operations, but is not limited to the following details. Site procedures, regulations and occupational health and safety and other relevant legislation apply to all elements and performance.

Risk is defined as the chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.

Hazard is defined as a source of potential harm or a situation with a potential to cause loss.

Risk treatment is defined as selection and implementation of appropriate options for dealing with risk.

Standard risk treatment means treatment options that are included in the site procedures for treatment of risk.

Hazards in the workplace may involve:

- equipment
- methods/plans
- competencies
- the work environment.

Consequence is defined as the outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage or gain.

Likelihood is used as a qualitative description of probability and frequency.

Criteria for the acceptability/unacceptability of the risk must be determined by the organisation's internal policy, goals and/or objectives.

Risk treatment options should be considered in sequence from:

- eliminating the hazard
- substitution
- engineering controls
- administrative controls (procedures, etc.)
- personal protective equipment.

Records and reports may include:

- hazard reporting forms
- supervisor reports
- incident reports
- near miss reports
- shift reports.

Unit Sector(s)