



Australian Government

MSS014020 Optimise sustainability performance of a work area or process

Release: 1

MSS014020 Optimise sustainability performance of a work area or process

Modification History

Release 1. Unit code changed. Unit title changed. Application changed. Elements changed. Performance Criteria changed. Foundation Skills populated. Assessment Requirements changed. Supersedes and is not equivalent to MSS014010 Optimise sustainability of a process or work area.

Application

This unit describes the skills and knowledge required to develop and implement an optimisation plan for sustainability performance of a work area or process.

This unit applies to team leaders, managers or others who have been given the responsibility to implement improvements to systems and practices to improve performance and compliance in sustainability. The individual will identify current areas of suboptimal performance, determine probable causes and develop and implement an optimisation plan using a continuous improvement approach.

This unit applies to any organisation.

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

Competency Field

Sustainable operations

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. Determine current sustainability performance of work area or process	1.1 Identify sustainability goals of the organisation as they relate to work area or process 1.2 Compare actual with possible performance relevant to sustainability goals 1.3 Identify abnormal or suboptimal sustainability performance 1.4 Identify hazards associated with process, plant and/or equipment relevant to work area or process 1.5 Evaluate available information and consult with key stakeholders to determine possible causes for suboptimal sustainability performance

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
	1.6 Rank possible causes from most to least probable
2. Develop sustainability optimisation plan	2.1 Consult with stakeholders to analyse probable causes and determine options for action 2.2 Predict the impact of a change in work area or process on other value chain components 2.3 Predict the impact of a change in work area or process on sustainability performance 2.4 Evaluate options against measurable objectives and select preferred optimisation action/s 2.5 Determine activities and resources required to implement optimisation action/s 2.6 Determine methods and measures to evaluate optimisation action/s 2.7 Write optimisation plan and confirm or amend with input from key stakeholders
3. Coordinate sustainability optimisation action plan	3.1 Coordinate processes to rectify identified causes of suboptimal performance 3.2 Coordinate activities and resources for implementation of optimisation plan 3.3 Provide information and guidance to relevant personnel to facilitate implementation of optimisation plan 3.4 Determine outcomes of optimisation plan using evaluation methods and measures 3.5 Review outcomes with relevant personnel to determine procedures and/or systems to maintain optimised outcomes 3.6 Record information according to organisation requirements
4. Develop continuous improvement strategies	4.1 Review identified probable causes, outcomes of optimisations and available operational information to identify risk of suboptimal sustainability performance 4.2 Identify options for removing or controlling the risk of suboptimal performance 4.3 Assess the adequacy of existing control and quality methods and systems 4.4 Identify opportunities to continuously improve performance 4.5 Develop recommendations for continual improvement of process or

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
	work area 4.6 Liaise with relevant personnel to confirm and implement continuous improvement strategies 4.7 Document continuous improvement strategies into relevant procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

- Reading skills to interpret workplace documentation to identify sustainability goals, performance issues and causes
- Writing skills to document optimisation plan, recommendations, workplace documentation and continuous improvement strategies
- Oral communication skills to communicate with a range of stakeholders on improvement options
- Numeracy skills to determine areas for performance improvements and measurable objectives
- Learning skills to identify and interpret information about approaches to sustainability.

Other foundation skills essential to performance are explicit in the performance criteria of this unit.

Unit Mapping Information

Release 1. No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998>

Assessment Requirements for MSS014020 Optimise sustainability performance of a work area or process

Modification History

Release 1. Unit code changed. Unit title changed. Application changed. Elements changed. Performance Criteria changed. Foundation Skills populated. Assessment Requirements changed. Supersedes and is not equivalent to MSS014010 Optimise sustainability of a process or work area.

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and demonstrated the ability to:

- develop and implement a plan to optimise sustainability performance of at least one work area or process.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- principles and theory of the process, equipment and systems used in the work area
- systems approach to identifying impact of sustainability improvements
- regulatory requirements related to sustainability, work health and safety (WHS) and risk control relevant to work area or process
- direct and indirect environmental impacts of materials, resources and energy used and emitted (wasted)
- current and emerging approaches to sustainability and circularity in the industry
- types of incremental and radical change for sustainability relevant to the work area or process
- current and emerging approaches to quantifying and evaluating costs, benefits, impacts and risks in relation to sustainability including direct, indirect and intangible factors
- current and emerging approaches to reducing waste including:
 - identifying, retaining and/or managing residual resources
 - biological materials flow
 - technical materials flow
 - impact of supply chain decisions
 - role of digitalisation
- efficiency maximisation processes relevant to process or work area
- energy efficiency concepts relevant to process or work area
- effect of changes to building management system, utilities, and heating, ventilation, and air conditioning on sustainability outcomes
- basic comfort parameters and psychometrics relevant to work area
- labour utilisation concepts relevant to work area

- potential of improved workplace layout and workflow.

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions and contingencies. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources
- modelling of industry operating conditions.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume Implementation Guides are found in VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998>