



Australian Government

Assessment Requirements for MSS025015 Plan and conduct environmental project work

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MSS025015A Plan and conduct environmental project work

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- scoping, planning and conducting at least one (1) small scale, low risk, measurement-based environmental project (either individually, or as part of a team)
- researching background information for the project to inform selection of sampling/test/measurement methods and project methodology
- interpreting and applying relevant legislative/regulatory requirements, workplace procedures, test and sampling methods
- analysing project requirements and preparing a draft plan
- conducting trials to develop/refine a feasible and efficient plan
- using available project management procedures and tools to develop plans and monitor/report progress
- obtaining reliable environmental data using agreed sampling/test/measurement methods
- processing and analysing results using relevant mathematical, statistical, and/or graphical methods
- presenting measurement results in the specified format (units, precision and uncertainty)
- evaluating results and drawing logical conclusions about quality and/or compliance with legislative/regulatory requirements
- seeking advice/assistance when difficulties are beyond scope of responsibility or technical competence
- critically evaluating the project progress, processes, measurement methodology and outputs against agreed performance criteria and identifying opportunities for improvement
- providing progress/final reports and project outputs that meet the required quality standard and are delivered within the agreed timeframe
- following procedures for working safely and minimising environmental impacts and waste.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- relevant environmental and measurement terms, concepts and principles
- legislative/regulatory/workplace requirements that apply to assigned project activities
- workplace and/or regulator sampling, monitoring and testing procedures that apply to assigned project activities
- basic project management principles and tools for project planning and monitoring of timelines, expenditure and performance
- basic techniques for achieving effective communication, teamwork and cooperation
- basic techniques for troubleshooting, problem solving and conflict resolution
- workplace project planning, management and reporting requirements
- workplace procedures for identifying/assessing and controlling hazards/risks associated with project activities
- relevant hazards, health and safety requirements and safe work procedures.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace, or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- 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.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept in each case).
- Holistic assessment methods include:
 - review of project records prepared by the candidate, such as project plans/trials, challenges/variations, draft/progress/final reports, details of contributions made by the candidate (for team projects) and evaluation of their individual performance
 - presentation of the project methodology and outcomes and lessons learned by the candidate to a supervisor or suitable audience (including an explanation of their contribution to specific activities for team-based projects)
 - feedback from supervisors about the candidate's ability to plan and conduct environmental project work, work safely, and deliver quality outputs within the agreed timeframe
 - oral and/or written questions to assess the candidate's understanding of project management principles and their ability to plan and conduct project work and deal with unforeseen challenges.
- Access is required to all instruments, equipment, materials, workplace documentation, procedures, and specifications associated with this unit including, but not limited to:
 - site/project history, background information
 - relevant project management procedures, tools and software
 - physical resources required for work activities, such as safety equipment; laptop computer; digital/video camera; sampling, monitoring and/or survey equipment and materials; test instruments and vehicle
 - workplace procedures, work program, maps, site plans, site sampling plans and specified sampling/test methods, equipment manuals and safe work procedures.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
 - relevant VET or other qualification/Statement of Attainment AND/OR
 - relevant workplace experience
- Currency can be demonstrated through:
 - performing the competency being assessed as part of current employment OR

- having consulted with an organisation providing environmental monitoring, management or technology related services about performing the competency being assessed within the last twelve months

Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>