



Australian Government

Assessment Requirements for MSS027005 Contribute to improving environmental performance

Release: 1

Assessment Requirements for MSS027005 Contribute to improving environmental performance

Modification History

Release 1. Supersedes and is equivalent to MSS027005A Contribute to improving environmental performance

Performance Evidence

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

- planning, organising, conducting and evaluating environmental review/audit activities on at least two (2) occasions
- accessing, interpreting and applying relevant legislative and regulatory requirements, audit standards, environmental management plans, workplace policies, procedures and plans for review/audit activities
- preparing for environmental review/audit activities by scrutinising relevant background information, review/audit criteria, tools and evidence requirements
- consulting effectively with interested parties and keeping them informed about the review/audit process
- clearly explaining environmental performance requirements and review/audit procedures
- identifying and obtaining sufficient information to make valid judgements about environmental performance
- analysing information systematically to identify significant performance trends, patterns, gaps and areas of risk; and instances of non-conformance/non-compliance
- evaluating performance against specified benchmarks and identifying corrective/preventative actions and/or improvement strategies
- seeking advice when issues/problems are beyond scope of competence/responsibility
- providing clear, timely reports/briefings containing evidence-based findings and recommendations that enable effective action to be taken
- recognising hazards, assessing risks and working safely.

Knowledge Evidence

- Must provide evidence that demonstrates knowledge of:
- environmental protection/management/audit terminology, concepts, principles and examples of best practice relevant to job role
- legislative/regulatory requirements and compliance strategies
- key aspects of workplace environmental management systems (EMS), policies, procedures and plans
- procedures for conducting environmental performance review/audit activities

- procedures for site sampling, environmental monitoring and testing and reporting of results
- correct use of review/audit tools (e.g. performance criteria, checklists and benchmarks)
- common examples of environmental non-conformance/non-compliance, and corrective/preventative actions and strategies for improving environmental performance
- common issues and problems that may arise when conducting environmental review/audit activities and the recommended actions in each case

hazards and risks relevant to review/audit activities and specified health, safety and workplace emergency response 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 results of review/audit activities and the supporting documentation prepared by the candidate
 - feedback from site personnel, lead auditor or manager that the candidate follows relevant audit standards and procedures and provides reliable outputs within the agreed timeframe
 - oral and/or written questions to assess the candidate's understanding of environmental management terms, principles and information, and workplace procedures for review/audit activities
 - analysis of case studies involving environmental performance issues/problems within the candidate's scope of responsibility
 - observation of the candidate presenting of audit/review findings and recommendations and/or interacting with site personnel during review/audit activities.
- Access is required to all instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit including, but not limited to:
 - background information for site
 - current site documentation

- relevant legislation, codes, audit standards, workplace EMS, policies, plans and procedures
- workplace review/audit procedures and tools
- access to site personnel, computer, internet, workplace reports, published case studies and research.
- 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 relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998>