



Australian Government

MSS408018 Analyse data to determine organisational learning

Release: 1

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Modification History

Release 1. Unit code changed. Application changed. Elements changed. Performance Criteria changed. Foundation Skills populated. Assessment Requirements changed. Supersedes and is not equivalent to MSS408010 Analyse data for relevance to organisational learning.

Application

This unit describes the skills and knowledge required to analyse data generated from formal information monitoring and management systems to determine learning for the organisation.

This unit applies to technical experts, managers, leaders and similar roles with influence, authority and responsibility in guiding and refining the implementation of competitive systems and practices and continuous improvement for an organisation. The individual will analyse existing data, seek additional relevant data, determine the cause of data events, identify related organisational learning and implement the learning through the organisation.

In this unit formal information monitoring and management systems refers to statistical process control (SPC) and six sigma, or Systems Control and Data Acquisition (SCADA) type systems. This unit applies to any organisation that is implementing competitive systems and practices.

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

Competitive systems and practices

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 organisational learning opportunities	1.1 Obtain data from information monitoring and management system 1.2 Obtain available data from value stream members 1.3 Identify useful data that is not readily available and seek access to it 1.4 Interpret data to identify discontinuities, trends and signs of assignable cause 1.5 Examine identified data events to determine root causes 1.6 Confirm or amend root causes of data events with input from stakeholders

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
2. Capture learning To determine org learning that can prevent recurrence those with significant impact and need for adaptation (ie	2.1 Analyse root causes to determine organisational learning 2.2 Document learning in format and language suitable for incorporation into organisation's systems 2.3 Liaise with process or system owners to generate engagement with and obtain sign-off for changes arising from learning 2.4 Oversee incorporation of learning into knowledge systems and relevant procedures
3. Implement learning	3.1 Develop plan for implementation of learning with input from process or system owners and other stakeholders 3.2 Oversee communications and activities for initial implementation of learning 3.3 Determine need for skills or other development to support application of learning and take or initiate action to address needs 3.4 Facilitate review of application of learning to determine barriers and develop solutions 3.5 Recommend solutions to improve application of learning

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 complex workplace documentation
- Writing skills to document learning and recommendations
- Oral communication skills to engage and communicate with a range of stakeholders
- Numeracy skills to obtain and analyse useful data

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

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

Unit Mapping Information

Release 1. Supersedes and is not equivalent to MSS408010 Analyse data for relevance to organisational learning.

Links

The MSS Sustainability Companion Volume Implementation Guides are available from VETNet: - -

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

Assessment Requirements for MSS408018 Analyse data to determine organisational learning

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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:

- analyse data from at least 1 formal information monitoring and management system to determine at least 2 organisational learnings
- implement at least 1 organisational learning.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- underpinning values relevant to competitive systems and practices including:
 - respect for people
 - respect for process
 - empowered teams and devolved decision making and/or strategy deployment
 - transparency and culture of learning
 - go and see and/or go to the source decision making
 - creation of value and customer perceived value
 - rapid cycle or iterative development
 - empirical development
- techniques to facilitate communications and agreement across levels and areas of the organisation
- application and use of statistics in operations
- sources of data within the organisation and the value stream
- methods of analysing data to identify learnings
- methods of capturing data and the learnings from it
- root cause analysis
- competitive systems and practices and tools relevant to the process, section and value stream
- kaizen and kaizen blitz processes
- communication formats, styles, methods and media to suit a range of audiences and functions
- common indicators of need for skills or other development

- evaluation of options to address skills or other development needs.

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, including:
 - access to relevant data and/or data systems
- modelling of industry operating conditions, including:
 - functioning competitive systems and practices environment.

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

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