



Australian Government

Department of Education, Employment and Workplace Relations

MSS015018A Inform and educate organisation and community representatives on sustainability issues

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit of competency covers explaining and providing advice on sustainability issues and processes to organisation and community representatives, including employees, managers, clients, suppliers and the local and wider community.

Application of the Unit

This unit applies inside organisations and their value chains (e.g. supplier of goods or services or customer) and applies to individuals who must inform and educate representatives of their own organisation, members of their organisation's value chain and community representatives on sustainability issues.

The unit has been developed with manufacturing operations as a focus. However, because of the range of organisations in a typical manufacturing value chain it may also be applied to other types of organisations.

Advice provided would be of a general nature and would not cover detailed technical interpretation of test results or specialist financial, engineering or legal advice.

It would typically be undertaken by a manager or technical specialist who had a major responsibility for sustainability as part of a broader work role, or sustainability may be their primary work responsibility. The manager or technical specialist may undertake this alone or as part of a team.

The technical measurement of operational performance or measurement of emissions or other environmental impact is not covered by this unit.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

1	Determine sustainability information or advice requirements	1.1	Determine need for sustainability information dissemination
		1.2	Assess type and level of information required to be communicated
		1.3	Determine if information release is covered by special provisions
		1.4	Determine timing and distribution requirements for communication of information
2	Provide sustainability related information	2.1	Acquire or produce required information in an appropriate format
		2.2	Ensure documentation is accurate and information sources are reliable for ongoing reference
		2.3	Ensure information covers options for improving sustainability
		2.4	Provide relevant information through meetings or use of other communication methods
		2.5	Provide an opportunity for representatives to confirm understanding and clarification
3	Provide clarification on sustainability issues	3.1	Determine if assistance/advice is required from a specialist
		3.2	Undertake an inspection of site or equipment to clarify concerns if required
		3.3	Assist organisation or community representatives to interpret and use information
		3.4	Assist representatives to develop and implement sustainability strategies

Required Skills and Knowledge

Required knowledge includes:

- basic sustainability principles
- value chain concepts
- significant sustainability issues, including climate change, carbon pollution, waste generation and control
- principles of energy and water conservation
- precautionary principle
- sustainability and environmental legal context
- principles of biological and ecological diversity
- methods of interpreting and presenting data
- sources of relevant data and information in own organisation and from public sources
- AS/NZS ISO 14000 Environmental Management Standards

Required skills include:

- explaining sustainability concepts and processes, including implications for individuals, organisations and community
- adjusting information detail and content for needs of individuals and audiences with different degrees of sustainability
- liaising with technical and professional experts
- analysing reports and other information for sustainability implications
- relating sustainability and environmental concepts to specific locations, processes, logistics, material usage in a manufacturing value chain
- analysing the regulatory environment as it applies to an organisation, site or process and determining implications for communication of sustainability related information
- communicating and negotiating to identify key sustainability issues and options

Evidence Guide

Overview of assessment	A person who demonstrates competency in this unit must be able to explain and present sustainability related information to a range of internal and external individuals, including representatives of the community, suppliers, customers and other organisations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Assessors must be satisfied that the candidate can competently and consistently apply the skills covered in this unit of competency in new and different situations and contexts. Critical aspects of assessment and evidence include: - conducting consultations with stakeholders who need sustainability information - matching sustainability information need with commercial and regulatory requirements - presenting information at different levels of complexity and in different formats - analysing documentation for sustainability implications and information.
Context of and specific resources for assessment	- This unit of competency is to be assessed in the workplace or a simulated workplace environment. - Assessment should emphasise a workplace context and procedures found in the candidate's workplace. - This unit of competency may be assessed with other relevant units addressing sustainability at the enterprise level or other units requiring the exercise of the skills and knowledge covered by this unit. - The competencies covered by this unit would be demonstrated by an individual working alone or as part of a team.
Method of assessment	- In all cases, practical assessment should be supported by questions to assess underpinning knowledge and those aspects of competency which are difficult to assess directly. - Where applicable, reasonable adjustment must be made to work environments and training situations to accommodate ethnicity, age, gender, demographics and disability. - The language, literacy and numeracy demands of assessment should not be greater than those required to undertake the unit of competency in a work-like environment.
Guidance information for assessment	

Range Statement

Organisation and community representatives	Organisation and community representatives may include: • employees and managers in own organisation • suppliers • customers • other members of a value chain, including: • logistics suppliers • professional support services, including legal, financial and engineering • contractors • training providers • local, regional and national community representatives
Need for sustainability information dissemination	The need for sustainability information dissemination may be determined by means such as: • discussions with organisation representatives • discussions with community representatives • examination of current and past requests for information
Information covered by special provisions	Information covered by special provisions may include: • information required to be released under Acts or regulations • information required under supplier or customer contracts • industry codes, covenants and standards • commercial in confidence information • information requiring special clearances before release
Sustainability related information and concepts	Sustainability related information and concepts may include: • definitions of sustainable development • sustainability related philosophical concepts, including: • precautionary principle • intra- and inter-generational equity • inter-regional and inter-country equity • air, water and soil contamination • energy use and conservation • climate change, including greenhouse gases • overpopulation relative to food supply

	• effects of uneven population distribution • distinction between renewable and non-renewable resources • resource footprint • consumption of resources, including: • reasons for use in the value chain • rate of use • impact on environment and ecology at both local and global level • alternative resources • efficiency of extraction and use of resources • concepts of carbon accounting and carbon equivalence in resource consumption • generation and disposal of solid and liquid waste • conservation of biological and ecological diversity • community and government expectations on use of technology • environmental and sustainability related legislation and regulations, • inclusion of sustainability and environmental values in cost structures • general sustainability issues
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Unit Sector(s)

Sustainability

Custom Content Section

Not applicable.