



Australian Government

NWPGEN016 Interpret and comply with regulatory requirements

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the NWP National Water Training Package.

Application

This unit involves the skills and knowledge required to interpret and comply with regulatory requirements.

It includes researching relevant water industry regulatory requirements, implementing and communicating policies and procedures for regulatory compliance and maintaining workplace records. It also includes consideration of short term in situ issues and long-term planning in the water industry.

This unit applies to leaders responsible for interpreting and complying with regulations impacting the water industry.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

General

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Research relevant water industry regulatory requirements

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1.1 Evaluate business operations to determine scope of regulatory requirements

- 1.2 Identify and review relevant legislation and regulations
 - 1.3 Interpret water industry legislation and regulations according to workplace procedures
 - 1.4 Follow requirements according to workplace procedures
 - 1.5 Identify changes, amendments and emerging issues in legislation relevant to the organisation
 - 1.6 Identify risks, penalties and consequences of non-compliance
 - 1.7 Identify sources of information for compliance with regulatory requirements and licensing for business operations
 - 1.8 Identify relevant regulatory authorities when planning business operations
 - 1.9 Determine current and future legal requirements in the workplace
- 2 **Implement and communicate policies and procedures for regulatory compliance**
 - 2.1 Develop plans and documentation to support compliance with regulatory requirements
 - 2.2 Nominate roles and responsibilities of personnel for regulatory compliance in policies and procedures
 - 2.3 Review and communicate changed regulations and policy updates to relevant personnel to ensure compliance
 - 2.4 Review and distribute policies and procedures for compliance with regulatory and licensing requirements according to workplace procedures
 - 2.5 Respond in situ to ensure compliance and safety using prior knowledge and resources
 - 2.6 Validate contractor competence and compliance according to workplace procedures and job requirements
 - 2.7 Maintain business and occupational licences according to regulatory requirements
 - 2.8 Seek advice from legal advisors and other sources

- according to workplace procedures
- 2.9** Continuously evaluate business operations for non-compliance and implement modifications according to workplace procedures
- 3 Maintain organisational records**
- 3.1** Maintain record management systems to ensure compliance with regulatory requirements
- 3.2** Establish stakeholder records and relevant documentation according to workplace procedures, privacy principles and contractual obligations
- 3.3** Implement internal auditing of record management requirements according to regulatory requirements and workplace procedures
- 3.4** Maintain personnel and contractor records according to workplace procedures
- 3.5** Monitor current regulations and relevant documentation to ensure operational compliance

Foundation Skills

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

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Unit Mapping Information

This is a new unit. No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037>