



Australian Government

Department of Education, Employment and Workplace Relations

NWP315B Investigate and report on breaches of water industry legislation

Revision Number: 2

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Modification History

NWP315B Release 2: Layout adjusted. No changes to content.

NWP315B Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to investigate breaches of legislation relevant to the water industry, including conducting interviews and preparing reports for use in court proceedings.

Application of the Unit

This unit supports the attainment of skills and knowledge required for staff with a specific responsibility for enforcing Water Industry legislation, including local by-laws and the Water Act.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where <i>bold italicised</i> text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Investigate breach of legislation.	1.1 Identify and investigate <i>breaches of legislation</i> . 1.2 Collect and collate information about breach of legislation according to organisational requirements.
2 Notify breaches to relevant parties.	2.1 Issue notification of breach of legislation to subjects according to organisational procedures. 2.2 Interview subjects and recommend <i>remedial action</i> or <i>further action</i> according to organisational procedures. 2.3 Collate interview notes and information.
3 Prepare reports and records.	3.1 Prepare clear and concise reports for use in court proceedings according to stakeholders' and organisational requirements. 3.2 Recommend action according to design specifications and organisational requirements.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required skills:

- solve and manage problems
- produce concise reports and logs
- represent and perform duties professionally
- provide solutions and make decisions
- use photographic and video cameras
- use safety equipment and personal protective equipment
- identify and investigate the source of infiltration and inflows
- investigate illegal inflows and discharges
- interpret plans, service diagrams, charts and specifications
- interpret policies and standard operating procedures
- communicate with employees and customers
- manage processes
- use communication equipment
- give and receive instructions
- monitor inflows
- identify control system faults

Required knowledge:

- investigation processes
- court protocols
- relevant by-laws
- system processes
- systems operation
- isolation procedures
- environmental aspects of systems and infrastructure
- infiltration and inflow sources
- illegal inflows and discharges
- illegal diversions
- risk management principles
- rehabilitation and remedial processes
- safety procedures
- policies, standard operating procedures and legislation
- relevant utilities and service bodies
- communication systems
- risk factors and potential hazards involved in systems
- equipment operation, capacity and limitations
- effects of weather and conditions on infrastructure
- pipes and fittings

- pumping and valving systems
- gravity systems
- control systems

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The candidate should demonstrate the ability to investigate and report on breaches of legislation relevant to the water industry, including:

- investigating of breaches of specific legislation as specified by the organisation
- identifying and reporting faults
- issuing correct notification of the breach to the offender
- conducting interviews with offenders and taking notes
- reporting all evidence to appropriate organisational personnel with recommendations for action

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the Performance Criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Breach of legislation may include:

- breach of water restrictions
- illegal connections
- disposal of wastewater in excess of licensed amount
- disposal of non-treated wastewater
- exceeding pumping license

Remedial action may include:

- issue of prohibition notice
- issue of improvement notice
- issue of suggested action
- contact trade waste officers

Further action may include:

- on-the-spot fines
- issue of 'show cause' notice
- issue of contact officer details

Recording and reporting may be completed:

- manually
- electronically

Unit Sector(s)

Not applicable.

Competency field

Common.