



Australian Government

Department of Education, Employment and Workplace Relations

NWP429B Coordinate, implement and report on trade waste monitoring procedures

Revision Number: 2

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Modification History

NWP429B Release 2: Layout adjusted. No changes to content.

NWP429B Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to coordinate, implement and report on monitoring programs for trade waste treatment and disposal in retail commercial and light industrial organisations; and to implement the monitoring of complex trade waste systems in large organisations.

Application of the Unit

This unit supports the attainment of skills and knowledge required for staff with a specific responsibility for coordinating and conducting monitoring and testing of trade waste treatment and disposal according to organisational and statutory requirements. The level of responsibility may vary according to the size and scope of the trade waste system.

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 ***bold italicised*** text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Coordinate the monitoring and testing program.	1.1 Apply <i>monitoring and testing programs</i> and procedures for <i>trade waste</i> according to the objectives of <i>trade waste policies and management plans</i> and organisational and statutory requirements. 1.2 Analyse testing results where appropriate and report according to legislative and enterprise requirements. 1.3 Identify and investigate issues and inconsistencies and consult <i>stakeholders</i>. 1.4 Report investigation results and recommendations according to organisational requirements.
2 Monitor treatment and disposal.	2.1 Monitor trade waste <i>treatment and disposal</i> according to the trade waste management policies and plans and organisational requirements. 2.2 Identify and investigate breaches of the trade waste discharge provisions and approvals and report results and/or recommendations according to <i>organisational requirements</i>.
3 Maintain trade waste records.	3.1 Accurately and legibly complete trade waste management records for the work area and store according to organisational and statutory requirements. 3.2 Review trade waste records according to organisational requirements.

Required Skills and Knowledge

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

Required skills:

- use appropriate wastewater sampling and preservation techniques for onsite and laboratory testing
- interpret and apply legislation and policies applicable to trade waste
- develop monitoring plans and coordinate measuring, testing and sampling activities
- interpret and evaluate sample analysis data
- assess risks and hazards associated with sampling activities
- monitor process inputs and outputs
- plan and conduct investigations
- assess environmental impact using ISO 14001 where appropriate
- assess waste treatment methods, processes, plant and equipment
- negotiate and communicate
- use appropriate personal protective equipment for protection against physical, chemical and biological hazards

Required knowledge:

- relevant legislation
- relevant enterprise policies for trade waste management
- water quality parameters of significance to the wastewater system
- personal protection and safety precautions for wastewater sampling, including the requirements for relevant inoculations such as:
 - Q Fever
 - Hepatitis A and B
 - Polio
 - Tetanus
 - Diphtheria
- standard industrial waste treatment methods, processes and procedures for retail commercial and light industrial organisations
- basic hydraulics, chemistry and/or equivalent science
- investigation procedures
- range of appropriate measuring, testing and sampling procedures
- customer expectations and requirements
- occupational health and safety legislation

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 coordinate and implement trade waste monitoring plans, including:

- implementing monitoring and testing programs
- analysing test results
- investigating problems on-site
- monitoring treatment and disposal provisions on-site
- recording and reporting data

Context of and specific resources for assessment

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards, and government regulations

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and/or assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence should only be made when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the

elements in this unit

In all cases where practical assessment is used it will be combined with targeted questioning to assess the underpinning knowledge. Questioning will be undertaken in a manner appropriate to the skill levels of the operator, any cultural issues that may affect responses to the questions, and reflecting the requirements of the competency and the work being performed.

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.

Monitoring and testing programs may include:

- inspections of trade waste sites, processes, treatment methods and equipment
- maintenance schedules and reporting
- sampling and testing locations, techniques and frequencies

Trade waste may include:

- the liquid waste generated by any:
 - industry
 - business
 - manufacturing process
 - community/public facilities
 - commercial activities

Trade waste policies and management plans may include:

- trade waste does not include domestic wastewater
- industrial waste generation, handling, treatment and disposal guides
- enterprise policies, procedures and administrative framework procedures
- information on applicable trade waste laws or other requirements
- complaint records
- training records
- process information
- process operational logbooks
- inspection, maintenance and calibration records
- relevant contractor and supplier information
- incident reports
- information on emergency preparedness and response
- records of significant trade waste impacts
- audit results
- management reviews
- trade waste charging policy
- industrial trade waste generators' register
- environmental factors, including:
 - disposal options
 - sensitivity of the receiving environment
 - persistency and toxicity of the substances

- hydraulic loads
 - temperature
 - environmental management plan
 - effluent improvement plan
 - receiving treatment plant type and capacity
- Stakeholders** may include:
- the enterprise
 - all levels of government
 - industry (e.g. extractive, manufacturing)
 - community action groups
 - conservation groups
 - lobby groups
 - land care groups
- Treatment and disposal** may include:
- on-site storage and disposal and/or treatment
 - off-site disposal
 - discharge to the local authority sewerage system
 - specifying and controlling discharge rates
 - recycle and reuse options
 - on-site pre-treatment
- Organisational requirements** may include:
- compliance with relevant legislation, for example:
 - the Environmental Protection Act 1994
 - Environment Protection and Biodiversity Conservation Act 1999
 - Waste Minimisation and Management Act 1995
 - state water management act
 - state or territory environmental and other legislation
 - local by-laws
 - compliance with International Standards, for example:
 - ISO 14000 standards
 - Australia/New Zealand Standards, for example:
 - National Plumbing and Drainage Code AS/NZS 3500
 - relevant industry codes of practice for the management of trade waste, for example:
 - industry Code of Practice for the Photographic Industry (PURE)
 - National Health and Medical Research Council's (NHMRC) National guidelines for waste management in the health care industry, 1999
 - state plumbing and drainage code of practice
 - requirements of regulatory authorities, such as:
 - Water Authorities
 - WorkCover

- EPA
- Health Department
- local councils

Unit Sector(s)

Not applicable.

Competency field

Trade waste.