



Australian Government

PMBWASTE101 Collect waste for recycling or safe disposal

Release: 1

PMBWASTE101 Collect waste for recycling or safe disposal

Modification History

Release 1. Supersedes and is equivalent to PMBWASTE101C Collect waste for recycling or safe disposal

Application

This unit of competency covers the skills and knowledge required to collect waste for recycling or disposal.

This unit of competency applies to operators who are required to gather and sort waste, transport waste to storage areas, prepare waste for re-use or disposal and complete the waste processes.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other shift team members, team leader and supervisor, as appropriate.

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

Pre-requisite Unit

Nil

Competency Field

Waste

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

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

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|----------------------------------|--|
| 1 Identify waste products | 1.1 Identify waste products from the production process in terms of the material type, toxicity, recyclability, flammability and reactivity |
| | 1.2 Identify sources of waste and approved locations for storage of each waste type |

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|---|--|-----|---|
| 2 | Relocate and store non-recyclable waste | 2.1 | Employ manual handling techniques appropriate for safely relocating waste |
| | | 2.2 | Identify and comply with co-storing requirements for waste products |
| | | 2.3 | Update and maintain storage inventory systems |
| | | | |
| 3 | Sort and prepare materials for re-use | 3.1 | Sort and categorise materials for recycling |
| | | 3.2 | Identify procedures for pre-processing activity to prepare products for re-use as required |
| | | 3.3 | Relocate pre-processed materials for re-use |
| | | 3.4 | Identify materials requiring disposal |
| | | 3.5 | Contain materials for safe disposal in conformance with environmental requirements |
| | | 3.6 | Mark, label or otherwise identify products for disposal |
| | | | |
| 4 | Complete waste processes | 4.1 | Arrange for waste disposal according to workplace instructions |
| | | 4.2 | Ensure appropriate safety and lifting equipment is available as needed for safe loading of waste |
| | | 4.3 | Complete reports on wastage in accordance with workplace procedures as required |
| | | 4.4 | Monitor quantities of waste stored for compliance with workplace procedures and environmental regulations as required |

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

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

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used.

Applicable legislation, regulations, standards and codes of practice include:

- health, safety and environmental (HSE) legislation, regulations and codes of practice relevant to the workplace, manual handling and hazardous materials
- Australian/international standards relevant to the materials being used and products being made
- any relevant licence and certification requirements.

All operations to which this unit applies are subject to stringent HSE requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and such requirements the legislative requirements take precedence.

Procedures All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or any combination of:

- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant.

Tools and equipment Tools and equipment include one or more of:

- hand carts and trolleys
- hoists/lifting equipment not requiring any special permits or licences

- basic hand tools
- relevant personal protective equipment (PPE).

Hazards Hazards must be identified and controlled. Identifying hazards requires consideration of:

- fumes/vapours
- weight, shape, volume of materials to be handled
- stacking/storage of materials
- hazardous products and materials
- rotational equipment or vibration
- sharp edges, protrusions or obstructions
- slippery surfaces, spills or leaks
- smoke, dust or other atmospheric hazards
- structural hazards
- equipment failures
- mobile equipment
- machinery, equipment and product mass
- other hazards that might arise.

Problems Routine problems must be resolved by applying known solutions.

Routine problems are predictable and include one or more of:

- getting in the way of mobile equipment
- contamination of materials
- foreign matter being included in selected waste
- waste materials mixed with recyclables/re-usables
- incompatible waste materials placed together.

Known solutions are drawn from one or more of:

- procedures
- training
- remembered experience.

Non-routine problems must be reported according to according to relevant procedures.

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=932aacef-7947-4c80-acc6-593719fe4090>

Assessment Requirements for PMBWASTE101 Collect waste for recycling or safe disposal

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and demonstrate the ability to:

- read and interpret procedures, job specifications, material labels and safety data sheets (SDS)
- select and use tools, equipment, materials and procedures to meet job specifications
- sort and prepare products according to procedures
- monitor variables, including:
 - movement of materials
 - handling of semi-bulk materials
 - stacking and storing of materials
 - types of materials to be collected
 - methods of disposal
- identify hazards and apply relevant hazard controls
- apply safety procedures
- apply housekeeping procedures
- apply waste disposal and recycling procedures
- recognise routine and non-routine problems
- identify when the operator is able to rectify faults, when assistance is required and who is the appropriate source for assistance
- take action to resolve faults or report faults to appropriate personnel
- distinguish between possible causes of routine faults, including:
 - waste materials contaminated with foreign matter
 - waste materials mixed with recyclables/re-usables
 - incompatible waste materials placed together
 - mechanical abnormalities
- communicate effectively with team/work group and supervisors
- complete workplace records
- do basic arithmetical manipulations, including additions, subtractions, divisions, fractions and percentages.

Knowledge Evidence

Must provide evidence that demonstrates knowledge relevant to their job sufficient to operate under routine only supervision and to solve routine problems, including knowledge of:

- production workflow sequences and the waste produced at each stage
- categories of waste and key waste properties
- waste management principles
- recycling, re-use and waste disposal procedures
- routine problems that may arise and appropriate actions
- organisation procedures relevant to the work environment/job role
- hierarchy of control
- hazards that may arise in the job/work environment and:
 - their possible causes
 - potential consequences
 - appropriate risk controls.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- In all plants it may be appropriate to assess this unit concurrently with units such as:
 - teamwork
 - communication
- The collection of performance evidence:
 - should occur over a range of situations which include typical disruptions to normal, smooth operations and provide for demonstration of responding to problems
 - will typically include a supervisor/third-party report or other evidence, focusing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
 - must include the use of industry appropriate materials, tools, equipment, data and documentation
 - may use industry-based simulation for all or part of the unit particularly where safety, lack of opportunity or significant cost is an issue.
- Assessment should occur in operational workplace situations. Where this is not possible or where personal safety or environmental damage are limiting factors assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment in a simulated environment should use evidence collected from demonstration of skills and one or more of:
 - walk-throughs

- pilot plant operation
- industry-based case studies/scenarios
- ‘what ifs’.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- In addition the assessor or anyone acting in subject matter expert role in assessment shall demonstrate both technical competency and currency. If the assessor cannot demonstrate technical competency and currency they shall assess with a subject matter expert who does meet these requirements.
- Technical competence can be demonstrated through one or more of:
 - relevant VET or other qualification/Statement of Attainment
 - appropriate workplace experience undertaking the type of work being assessed under routine and non-routine conditions
 - appropriate workplace experience supervising/evaluating the type of work being assessed under routine and non-routine conditions
- Currency can be demonstrated through one or more of:
 - being currently employed undertaking the type of work being assessed
 - being employed by the organisation undertaking the type of work being assessed and having maintained currency in accordance with that organisation’s policies and procedures
 - having consulted/had contact with an organisation undertaking the type of work being assessed within the last twelve months, the consultation/contact being related to assessment
 - conducting on the job training/assessments of the type of work being assessed
 - being an active member of a relevant professional body and participating in activities relevant to the assessment of this type of work.

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