



**Australian Government**

# **PPMWHIS410 Identify, assess and control WHS risk in own work**

**Release: 1**

# PPMWS410 Identify, assess and control WHS risk in own work

## Modification History

| Release | Comment                                                                                                                                                                                                                                                                  |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | Replaces equivalent unit FPOHS410A Identify, assess and control OHS risk in own work, which was first released with FPP10 Pulp and Paper Manufacturing Industry Training Package Version 1.0.<br><br>This is the first release of this unit in the new standards format. |

## Application

This unit of competency describes the outcomes required to identify hazards and control risk in the workplace in relation to a product or system of work, in order to ensure work health and safety (WHS) at work.

The unit applies to those technicians or specialists the workplace, who assess and address WHS risk, to ensure their own safety, as well as that of others, in a pulp or paper manufacturing facility.

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

## Pre-requisite Unit

Nil

## Unit Sector

Pulp and Paper Manufacturing

## Elements and Performance Criteria

| ELEMENTS                                                                        | PERFORMANCE CRITERIA                                                                                                                                                                            |
|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Elements describe the essential outcomes.                                       | Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions. |
| 1. Identify hazards and assess risk associated with a product or system of work | 1.1. Map the life cycle of the product or system of work.<br>1.2. Identify hazards at each stage of the life cycle.<br>1.3. Analyse the hazards, systematically, to identify risk of            |

| ELEMENTS                                           | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                    | <p>injury, illness or damage arising from the hazard.</p> <p>1.4. Identify factors contributing to the risk.</p> <p>1.5. Assess and evaluate the product or system of work against provisions of relevant work health and safety (WHS) legislation, standards, codes of practice/compliance codes or guidance material.</p> <p>1.6. Consult potential users of the product or system of work.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 2. Control the risk of a product or system of work | <p>2.1. Develop risk controls based on the hierarchy of control.</p> <p>2.2. Where there is a high consequence WHS risk, design fail-to-safe action into the product or system of work to minimise the impact of possible failure or defect.</p> <p>2.3. Monitor product or work system development, as it evolves to identify new hazards and to manage any developing risk.</p> <p>2.4. Use a risk register to document residual risk and recommended actions to minimise risk.</p> <p>2.5. Recognise personal professional limitations and seek expert advice as required.</p> <p>2.6. Communicate the risk management process and resultant risk register to those who may use or interact with the product or system of work.</p> <p>2.7. Document hazard identification, risk assessment and risk control processes and make available to those who may be affected.</p> |
| 3. Identify hazards and assess risks in own work   | <p>3.1. Identify and access sources of WHS information.</p> <p>3.2. Identify and eliminate hazards, reporting residual risk in line with organisational procedures.</p> <p>3.3. Use a risk register to document residual risk and actions to minimise risk based on the hierarchy of control.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4. Control risk in own work                        | <p>4.1. Ensure work practices follow documented work procedures.</p> <p>4.2. Ensure work planning and conduct takes account of residual risk register.</p> <p>4.3. Identify and address and/or report deficiencies in risk controls in line with organisational procedures.</p> <p>4.4. Maintain WHS records as required.</p> <p>4.5. Recognise personal professional limitations and seek</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

| ELEMENTS | PERFORMANCE CRITERIA       |
|----------|----------------------------|
|          | expert advice as required. |

## Foundation Skills

|                                                                                                                                             |                                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| This section describes those core and employment skills that are essential to performance and are not explicit in the performance criteria. |                                                                                                                                                                       |
| Learning skills to:                                                                                                                         | <ul style="list-style-type: none"><li>• assess and identify own capabilities applying WHS procedures including gaps in knowledge.</li></ul>                           |
| Oral communication skills to:                                                                                                               | <ul style="list-style-type: none"><li>• communicate with personnel in the work team, other work teams, managers and expert advisers about workplace safety.</li></ul> |
| Reading skills to:                                                                                                                          | <ul style="list-style-type: none"><li>• comprehend and interpret WHS legislation, standards, guidance material and benchmarks.</li></ul>                              |
| Writing skills to:                                                                                                                          | <ul style="list-style-type: none"><li>• complete workplace records accurately and legibly, using correct technical vocabulary.</li></ul>                              |
| Problem solving skills to:                                                                                                                  | <ul style="list-style-type: none"><li>• identify and action problems regarding implementing safety practices, within level of responsibility.</li></ul>               |

## Range of Conditions

Not Applicable

## Unit Mapping Information

FPPOHS410A Identify, assess and control OHS risk in own work

## Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingPackages.aspx/Pages/Home.aspx>

## Assessment Requirements for PPMWS410 Identify, assess and control WHS risk in own work

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| 1       | <p>Replaces equivalent unit FPOHS410A Identify, assess and control OHS risk in own work, which was first released with FPP10 Pulp and Paper Manufacturing Industry Training Package Version 1.0. This is the first release of this unit in the new standards format.</p> <p>Assessment requirements now specify the performance and knowledge evidence, as well as assessment conditions for this unit of competency. These sections simplify and replace components used in the previous unit format, including 'Required Skills and Knowledge, Evidence Guide and Range Statement'</p> |

### Performance Evidence

A person demonstrating competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit, and must be able to provide evidence that they can:

- address the work health and safety (WHS) risks specific to technical or specialist workplace role, at least twice in line with required enterprise intervals, both in relation to own health and safety, and to the health and safety of others who may be affected by their work by:
  - using technical skills to access WHS information from internal and external sources, including WHS legislation, standards, codes of practice/compliance codes, guidance material and organisational procedures and identifying from this information correct procedures to identify, assess and control hazards and risk, in own work, when developing, producing or modifying a product or system of work
  - identifying, assessing and controlling hazards and risks, in a product, system at work and own work
  - monitoring compliance with work procedures and processes to eliminate or minimize risks
  - using a risk register to record actions addressed and residual risks
  - reporting WHS issues to designated personnel, using adequate records in line with organisational procedures.

### Knowledge Evidence

A person competent in this unit must be able to demonstrate knowledge of:

- general duty requirements of WHS legislation and regulatory requirements relevant to the particular industry/type of work site

- legislative requirements for record keeping and reporting of WHS issues and incidents
- organisational procedures related to WHS including:
  - hazard identification, risk assessment and control
  - consultation and participation
  - incident investigation
  - risk controls including eliminating hazards or minimizing risks
  - hazard, incident and injury reporting
  - record keeping
- procedures related to common workplace hazards including chemicals, bodily fluids, noise, manual handling, work postures, underfoot hazards, slips and trips, moving parts of machinery, mobile plant, fatigue, stress, bullying and occupational violence
- guidance material including codes of practice/compliance codes relevant to the particular industry/type of work site
- sources of WHS information both internal and external to the organisation:
  - internal, including:
    - hazard, incident and investigation reports
    - workplace inspections
    - incident investigations
    - minutes of meetings
    - Job Safety Analysis (JSAs) and Risk Assessments (RAs)
    - organisational data including insurance records, enforcement notices and actions, workers compensation data, OHS performance data
    - reports and audits
    - safety data sheets (SDSs) and registers
    - employees handbooks
    - employees including questionnaire results
    - OHS advisors
  - external, including:
    - regulatory bodies and OHS Acts regulations, codes and guidance material
    - other relevant legislation
    - Safe Work Australia documents
    - databases including national and state injury data
    - OHS specialists and consultants
    - newspapers and journals, trade/industry publications
    - internet sites
    - industry networks and associations including unions and employer groups
    - OHS professional bodies
    - specialist advisors
    - research information
- procedures relevant to the use of personal protective equipment (PPE) requirements including selection, use, storage and maintenance.

## Assessment Conditions

The following resources must be made available:

- access to workplace WHS systems and processes in a pulp or paper manufacturing facility
- personal protective equipment required to be worn when working in a pulp and paper manufacturing facility
- relevant personnel for the purposes of communicating information
- sample workplace documentation, procedures and reports relevant to WHS.

Competency is to be assessed in the workplace or in a productive environment that accurately reflects performance in a workplace.

### Assessor requirements

Assessors must:

- hold the appropriate assessor competency standards as outlined in regulations; and
- be able to demonstrate vocational competencies at least to the level being assessed; and
- be able to demonstrate how they are continuing to develop their VET knowledge and skills as well as maintaining their industry currency and assessor competence.

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