



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **PRMWM18B Dispatch processed waste**

**Release: 1**

## **PRMWM18B Dispatch processed waste**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit descriptor**

This unit of competency describes the dispatch of all types of waste to a waste treatment plant or waste disposal facility. It requires the ability to organise activity and apply safe work practices.

### **Application of the Unit**

Not Applicable

### **Licensing/Regulatory Information**

Not Applicable

### **Pre-Requisites**

Not Applicable

### **Employability Skills Information**

Not Applicable

### **Elements and Performance Criteria Pre-Content**

Not Applicable

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 Organise for waste dispatch | <p>1.1 Identify <i>waste dispatch requirements</i> in accordance with <i>waste type, company requirements</i> and <i>relevant legislation</i></p> <p>1.2 Schedule and confirm waste dispatch with waste contractor to ensure maximisation of load</p> <p>1.3 Communicate and confirm waste dispatch details with appropriate waste disposal facility and other relevant regulatory bodies</p> <p>1.4 Identify and organise appropriate labour required for dispatch activity in accordance with company requirements, <i>manufacturers' specifications</i>, company requirements and relevant legislation</p> <p>1.5 Select and fit <i>emergency and personal protective equipment</i> in accordance with job requirements, manufacturers' specification, company requirements and relevant legislation</p> <p>1.6 Identify and handle <i>potential risks and hazards</i> to work in accordance with company requirements, occupational health and safety and other relevant legislation</p> |
| 2 Coordinate loading of waste | <p>2.1 Organise loading site to ensure the safe and efficient loading of waste</p> <p>2.2 Identify load to be loaded, specific loading requirements and location of loading site to waste contractor</p> <p>2.3 Provide waste contractor with signalling and instructions to ensure safe and efficient loading</p> <p>2.4 Monitor loading site to ensure compliance with loading instructions, containment of waste within designated loading area and availability of space for loading</p> <hr/> <p>2.5 Provide <i>loading assistance</i> in accordance with company requirements</p> <p>2.6 Measure and record dispatched waste in accordance with company requirements and relevant legislation</p> <p>2.7 Check load to ensure it is adequately covered, contained and/or secured in accordance with company requirements and relevant legislation</p>                                                                                                                                  |

**ELEMENT****PERFORMANCE CRITERIA**

- |                           |                                                                                                                                      |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| 3 Clean up area           | 3.1 Clear and <i>clean area and equipment</i> to ensure safe and effective future operation in accordance with company requirements  |
| 4 Document waste dispatch | 4.1 Document all <i>details of dispatch</i> accurately and promptly in accordance with company requirements and relevant legislation |

## **Required Skills and Knowledge**

Refer to Evidence Guide

## Evidence Guide

### EVIDENCE GUIDE

#### Critical aspects of competency

- Correct interpretation of waste dispatch job requirements.
- Organisation of equipment and personnel.
- Liaison with waste disposal facility and relevant regulatory bodies.
- Determining emergency and personal protective equipment requirements.
- Identification of potential risks and hazards to waste loading.
- Coordination of loading.

#### Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- Measurements, including weights and volumes.
- Potential risks and hazards.
- Loading requirements.
- Types of loading equipment.
- Signalling techniques.
- Emergency response procedures.
- Occupational health and safety requirements.
- Duty of care in provision of services.
- Relevant industry standards.
- Relevant legislation.
- Relevant environmental regulations.
- OHS hierarchy of control.

#### Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- communication including liaison, interpersonal and signalling
- measurement of waste
- materials handling skills
- using communications equipment (two-way radio and mobile phone)
- reading graduated device
- hazard identification
- safe and efficient work practices
- use of emergency and personal protective equipment
- following MSDS.

#### Other units of competency that could be assessed with this unit

This unit could be assessed on its own or in combination with other competencies relevant to the job function, for example PRMWM19B Prepare waste for re-use.

#### Resources required to assess this unit

The following resources should be available:

- waste dispatch requirements
- contact with waste contractor, disposal facility, etc
- personal protective equipment

- MSDS
- communications equipment
- waste measurement and recording equipment
- waste for dispatch
- OHS requirements
- site safety plan.

**Gaining evidence to assess this unit**

For valid and reliable assessment of this unit, the competency should be demonstrated over a period of time and be observed by the assessor (or assessment team working together to conduct the assessment). The competency is to be demonstrated in a range of situations, which may include customer/workplace interruptions and involvement in related activities normally experienced in the workplace.

Evidence of competency is best obtained by observing activities in this field and reviewing dispatch of waste under normal industry operating conditions. If this is not practicable, observations in realistic simulated environments may be substituted.

**Consistency in performance**

Assessment requires that the plan meets the objectives of the client and that it complies with industry expectations in the particular client environment. If the environment is narrowly defined or is not representative of industry needs, it may be necessary to refer to portfolio case studies of a variety of waste requirements to assess competency in the dispatch of waste.

Oral questioning or written assessment and hypothetical situations (scenarios) may be used to assess underpinning knowledge. (In assessment situations where the candidate is offered a preference between oral questioning and written audit, questions are to be identical.)

Supplementary evidence may be obtained from relevant authenticated correspondence from existing supervisors, team leaders or specialist training staff.

Note: All practical demonstrations must adhere to the safety and environmental regulations relevant to each state or territory.

**Key competency levels**

There are a number of processes that are learnt throughout work and life which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added. Information below highlights how these processes are applied in this competency standard.

- |                              |                                             |                                                     |
|------------------------------|---------------------------------------------|-----------------------------------------------------|
| <b>1</b> Perform the process | <b>2</b> Perform and administer the process | <b>3</b> Perform, administer and design the process |
|------------------------------|---------------------------------------------|-----------------------------------------------------|

|                                                                         |   |                                                                                                                                                               |
|-------------------------------------------------------------------------|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| How can <b>communication of ideas and information</b> be applied?       | 1 | Communicate clearly and effectively with waste contractors throughout the dispatch process.                                                                   |
| How can <b>information be collected, analysed and organised</b> ?       | 1 | Gather information from a number of sources (including job requirements, manufacturers' specifications and company requirements) about the dispatch of waste. |
| How are <b>activities planned and organised</b> ?                       | 2 | Plan and organise activities to dispatch waste in accordance with company requirements and relevant legislation.                                              |
| How can <b>teamwork</b> be applied?                                     | 1 | Work effectively with relevant personnel throughout the dispatch process.                                                                                     |
| How can the use of <b>mathematical ideas and techniques</b> be applied? | 1 | Use correct mathematical processes to dispatch waste effectively.                                                                                             |
| How can <b>problem-solving skills</b> be applied?                       | 1 | Discuss possible problems and solutions that may arise throughout the implementation of efficient waste dispatch processes.                                   |
| How can the <b>use of technology</b> be applied?                        | 1 | Demonstrate understanding of technological principles and physical skills to use appropriate equipment.                                                       |

## Range Statement

### RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables may be present for this particular unit. **Checking integrity of containment** should include checks for bunding, contamination, drum expansion, gases, leaching, leaks, seals, spillage and unstable form.

**Cleaning of area and equipment** may include:

- cleaning products/fluids
- high pressure water or air-hosing
- shovelling
- sweeping out
- use of decontamination products
- vacuuming.

**Client/company** includes all forms of business enterprises in this context including government agencies, local governments/councils, private and public companies, and residents/ratepayers.

**Company requirements** are found in environmental management plan, job sheets, OHS plan, verbal or written instructions, waste management plan and work procedures.

**Contamination** may include exposure to sunlight, infestation, mixing with other waste types, rot or mould, and waterlogging.

**Details of dispatch** may include:

- amount/volume of waste
- date dispatched
- details of transport
- monitoring or maintenance requirements
- relevant environmental protection authority documentation
- safety measures undertaken
- special loading assistance provided
- storage space freed
- waste type.

**Emergency and personal protective equipment** must include:

- appropriate footwear
- communications equipment
- eye protection
- eyewash kit
- fire extinguishers
- First Aid kit
- gloves
- overalls and protective clothing.

**Emergency and personal protective equipment** could also include:

- breathing apparatus
- containment devices such as booms
- emergency procedure guides
- face shield/mask
- hard hat
- hearing protection
- material safety data sheets (MSDS)
- oil absorbent materials
- spill kit.

**Emergency response action/procedures** include but are not limited to:

- clean up
- contain emergency
- equipment/plant isolation and shut-down
- evacuation
- First Aid
- make safe
- notification of authorities
- use of appropriate personal protective equipment.

**Equipment** includes but is not limited to:

- baling materials
- calculator
- chains and dogs
- communications equipment
- compactor
- crane
- earthmoving equipment
- forklift
- generator
- hoses
- lifting equipment
- load binder winches
- loader
- plastic sheeting
- pumps
- recording equipment
- regulated waste identification signage
- rope
- sampling equipment
- scales
- scraper
- shovel
- storage containers (bins, hoppers, containers, skips, crates, drums, garbage bags, mobile garbage bins, garbage bins, freight containers)
- tape
- tarpaulin
- trolley
- vacuums
- weighbridge.

**Loading assistance** may include cart lifter, high pressure vacuum loading, load by hand, shovelling and use of forklift.

**Manufacturers' specifications** are found in equipment specifications and operator manuals.

**Performance of this unit** is carried out in accordance with relevant requirements of the following:

- Australian Standards
- environmental regulations
- legislative requirements
- manufacturers' specifications
- organisational procedures
- relevant state/territory regulations.

**Personal protective equipment** required will be stored, maintained and worn/fitted in accordance with company requirements and occupational health and safety and other legislation.

**Potential risks and hazards** are those risks and hazards identified by the organisation that could lead to injury or illness of employees, contractors, visitors or the public, damage to plant, vehicles or property, or that could cause harm to the environment.

This relates to on-site and off-site activities (whether company owned or occupied premises, customer/client premises or public property) over which it could be expected the organisation had control.

**Regulated (or prescribed) waste** includes all waste declared to be so by the relevant environmental protection authority and the Australian Dangerous Goods Code.

**Regulated waste identification signage requirements** may include:

- classification of dangerous goods
- emergency information panels
- fire extinguisher indicator sign
- hazardous class
- HAZCHEM codes
- packaging group number.

**Relevant legislation and codes** cover state and federal:

- duty of care
- industry codes of conduct
- occupational health and safety legislation
- Australian Standards
- environmental protection legislation.

**Safe operating procedures** include any activity or operation conducted on site to ensure health and safety of personnel/equipment in the area.

**Storage facility** may include:

- bunded area
- bunker
- containers
- pit
- stockpile
- tank
- truck
- under awning
- warehouse.

**Waste dispatch requirements** may include:

- access to storage facility and loading site
- amount of waste to be dispatched
- arrival and departure times
- destination
- emergency and personal protective equipment
- environmental conditions
- legislative requirements for loading and transport
- loading equipment
- method of containment
- method of loading
- potential risks and hazards of loading

- security
- signage
- transport method
- transportation requirements
- waste compatibilities.

**Waste storage and disposal facility** may be located at:

- composting facility
- landfill site
- materials recovery facility
- transfer station
- treatment site
- waste generator's site
- waste processing site.

**Waste types** include:

- solid (non-hazardous) e.g. construction and demolition
- liquid (non-hazardous) e.g. chemical and aqueous
- hazardous - regulated, prescribed, quarantined, medical and clinical
- recoverable resources e.g. recyclable and green waste.
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## **Unit Sector(s)**

Not Applicable