



**Australian Government**

# **PUAEMR005 Treat operational risk**

**Release: 2**

## PUAEMR005 Treat operational risk

### Modification History

**Release 2.** This is the second release of this unit of competency in the PUA Public Safety Training Package.

**Release 1.** This is the first release of this unit of competency in the PUA Public Safety Training Package.

### Application

This unit of competency involves the skills and knowledge required to identify, plan and implement treatment options to reduce risk. It includes making risk decisions by identifying, assessing and implementing risk control measures, treatment options and monitoring and reviewing risk mitigation processes.

The unit applies to personnel working in a relatively simple and routine workplace in which organisational policy and procedures are used. They would normally have local supervisory and/or management responsibility and will apply appropriate solutions to a variety of predictable problems.

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

### Pre-requisite Unit

PUAEMR006 Assess operational risk

### Competency Field

Emergency Management

### Unit Sector

Not applicable

### Elements and Performance Criteria

#### ELEMENTS

Elements describe the essential outcomes.

#### PERFORMANCE CRITERIA

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

- |                                                |                                                                                                                                                                                                 |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1 Make risk decisions</b>                   | <b>1.1</b> Hazards are identified and risks are assessed, in accordance with operational policies and procedures                                                                                |
|                                                | <b>1.2</b> Risk that is determined as unacceptable is documented and noted for treatment                                                                                                        |
| <b>2 Identify and select treatment options</b> | <b>2.1</b> Treatment options of known risks are identified and confirmed, in accordance with organisational standards, guidelines and supervisor's guidance                                     |
|                                                | <b>2.2</b> Treatment options under consideration are evaluated for effectiveness within the given context                                                                                       |
|                                                | <b>2.3</b> Selected treatment options are documented and communicated, in accordance with organisational policies and procedures                                                                |
| <b>3 Implement treatment options</b>           | <b>3.1</b> Treatment plans incorporating selected options are implemented, in accordance with organisational policies and procedures                                                            |
|                                                | <b>3.2</b> Treatment plans are communicated within the workplace, in accordance with organisational policies and procedures                                                                     |
| <b>4 Monitor and review risks and process</b>  | <b>4.1</b> Effectiveness and efficiency of the treatment plan is monitored, reviewed and recorded, in accordance with organisational policies and procedures, to ensure compliance and validity |
|                                                | <b>4.2</b> Residual risk is calculated and communicated to supervisors, so that a decision can be made whether to accept the risk or re-establish the risk management process                   |
|                                                | <b>4.3</b> Treatments are adjusted and communicated following the review process                                                                                                                |

## Foundation Skills

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

## Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

## **Unit Mapping Information**

This unit replaces and is equivalent to PUAEMR026 Treat operational risk.

## **Links**

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>

# Assessment Requirements for PUAEMR005 Treat operational risk

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## Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least three separate occasions and includes

- communicating with personnel at all levels of organisation and risk management specialists
- following organisational policies and procedures including Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- implementing and monitoring designated actions
- implementing treatment options including identifying and selecting treatment options
- interpreting information and data to identify areas for improvement
- making observations and recording outcomes accurately
- managing simple project implementation
- monitoring and reviewing risks mitigation processes
- undertaking basic research to access relevant information and data
- using consultation and negotiation skills in relation to developing plans

## Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and includes knowledge of

- duty of care
- communication techniques
- legislation including regulations, codes of practice, associated standards and guidance material
- organisational documentation, policies, procedures including Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- guidelines relevant to risk
- risk assessment including
  - benefits to individual and organisation
  - cost benefits from implementation of treatment

- cost of implementing treatment option
- risk management terminology and language relevant to industry standards including
  - acceptable risk
  - residual risk
  - unacceptable risk
- specified methods or tools for use in the identification and analysis of risk
- team work principles and strategies
- techniques and methods used to identify or analyse risk management information
- techniques for giving and receiving feedback in a constructive manner
- treatment options for risks including
  - avoidance of risk
  - changing consequences of an identified hazard impact
  - changing likelihood of an initiating event or source of risk occurring
  - hazard impacting on elements at risk
  - removing a risk source
  - retaining risk based on an informed decision
  - risk mitigation
  - sharing risk
  - treatment options may
- treatment plans including
  - budgeting
  - expected outcome of treatments
  - performance measures
  - responsibilities
  - review process to be used
  - schedules

## Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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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.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment must confirm the ability to define and identify risk language, definitions and

terminology. Evidence must also be provided of stakeholder involvement throughout the treatment process and that an informed analysis and selection of treatment options has been undertaken using the methodology and procedures approved by the organisation.

Resources for assessment must include access to

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, equipment, tools and personal protective clothing and equipment currently used in industry
- applicable documentation including organisational procedures, industry standards, equipment specifications, regulations, codes of practice and operational manuals.

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