



Australian Government

Department of Education, Employment and Workplace Relations

PUADEFCP004A Apply knowledge of risk assessment

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

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This unit covers the competency required to analyse and apply knowledge of risk assessment processes.

The application of this knowledge is required by people who are not specialists in the field but need the knowledge to inform their decision making

The application of risk assessment process knowledge is specific to a variety of component processes in safety case activities.

Application of the Unit

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This unit was developed for Defence workers involved in the evaluation and review of safety cases but is applicable to all individuals who work in this field.

Typically these individuals must demonstrate the ability to work independently or as part of a team under direct and/or indirect supervision, use discretion, and judgement and take responsibility for the quality of their outputs. All activities are carried out in accordance with relevant organisational policies and procedures.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Employability Skills This unit contains employability skills.

Pre-requisite Unit/s Nil

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 Required Skills and Knowledge and/or the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

1. **Access and interpret relevant risk assessment information**

- 1.1 Relevant ***risk factors*** are identified and considered
- 1.2 Risk assessment information obtained is analysed to determine the relevance and application to the organisation
- 1.3 Outcomes of the analysis are formulated and recommendations relevant to risk assessment requirements are determined

ELEMENT	PERFORMANCE CRITERIA
2. Use knowledge of risk assessment processes	2.1 Risk assessment requirements and recommendations relevant to <i>safety cases</i> are applied in accordance with <i>organisational policy and procedures</i> 2.2 Effectiveness of the recommendations is assessed, reviewed and recorded in accordance with organisational policy and procedures 2.3 Recommendations are adjusted if required and documented for future application in accordance with organisational policy and procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required Skills

- apply safety, legislative and statutory requirements relevant to the risk assessment
- identify, interpret and analyse risk assessment requirements relevant to work being performed
- use appropriate information technology and software

Required Knowledge

- configuration management
- organisational requirements relevant to risk assessment systems
- risk assessment process relevant to safety case systems
- risk assessment process relevant to the work performed
- statutory requirements relevant to risk assessment systems

Evidence Guide

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 this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessment must confirm the ability to:

- adhere to relevant compliance requirements
- apply knowledge of the risk assessment process to assist in work and to guide problem solving.

Consistency in performance

Competency should be demonstrated over time and should be observed in a range of actual or simulated work contexts.

Context of and specific resources for assessment

Context of assessment

Competency should be assessed in the workplace or simulated workplace environment.

Specific resources for assessment

Access is required to:

- computer and relevant software
- legislation, guidelines, procedures and protocols relating to safety case processes
- plans
- workplace documentation.

EVIDENCE GUIDE

Method of assessment

In a public safety environment assessment is usually conducted via direct observation in a training environment or in the workplace via subject matter supervision and/or mentoring, which is typically recorded in a competency workbook.

Assessment is completed using appropriately qualified assessors who select the most appropriate method of assessment.

Assessment may occur in an operational environment or in an industry-approved simulated work environment.

Forms of assessment that are typically used include:

- direct observation
- interviewing the candidate
- journals and workplace documentation
- third party reports from supervisors
- written or oral questions.

Range Statement

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 in the Performance Criteria is detailed below.

Risk factors may include

Actual events
Economic
Environmental
Financial
Human behaviour
Operational
Political circumstances
Reputation
Safety
Technical

Safety case is

Term used to describe a sophisticated, comprehensive and integrated risk management system, which demonstrates how safety (and other forms of risk) has been considered with regard to any system or equipment throughout the life of the capability from definition through to disposal

As a report, a formal documented snapshot in time, demonstrating that due diligence has been given to the hazards associated with the introduction into service of new capability, documenting the system that facilitates the management of hazards

Organisational policy and procedures may include

Australian Standards
International standards

- Organisational instructions and standards

Unit Sector(s)

Not applicable.