



Australian Government

RIIENV402E Implement and monitor environmental policies

Release: 1

RIIENV402E Implement and monitor environmental policies

Modification History

Release	Comments
Release 1	This version first released with RII Resources and Infrastructure Industry Training Package Version 5.0.

Application

This unit describes the skills and knowledge required to implement and monitor environmental policies in the resources and infrastructure industries.

It applies to individuals who work in supervisory roles. They generally contribute to compliance processes by undertaking a varied range of activities as defined in written procedures. They typically work in a structured and familiar work environment.

Licensing, legislative and certification requirements may apply to this unit and can vary between states, territories and industry sectors. Users must check requirements with relevant body before applying the unit.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Provide information to the work team	1.1 Obtain, interpret, and confirm work requirements 1.2 Access, interpret and apply documentation required to implement and monitor environmental policies 1.3 Communicate the organisational environmental and energy efficiency information to relevant personnel 1.4 Communicate to relevant personnel the links between environmental, energy consumption, financial, safety and other risk factors in organisational policies and practices
2. Implement and monitor operational procedures	2.1 Identify and assess existing and potential environmental and energy efficiency risks according to job requirements 2.2 Implement organisational environmental and energy efficiency policies and procedures according to workplace procedures 2.3 Evaluate and monitor outcomes according to workplace requirements 2.4 Be prepared to implement contingency plans according to workplace

ELEMENT	PERFORMANCE CRITERIA
	procedures
3. Implement and monitor change and continuous improvement	3.1 Implement environmental and energy efficiency improvement plans and integrate with other operational activities according to workplace procedures 3.2 Identify, implement and monitor best practice approaches to improving environmental practices and energy efficiency 3.3 Seek suggestions and ideas about environmental energy efficiency management from the work team and act upon where approved 3.4 Seek suggestions from supply chain at tender and contract stage for ways of improving environmental and energy consumption performance
4. Implement and monitor reporting procedures and training needs	4.1 Identify and implement internal and external reporting procedures 4.2 Maintain environmental and energy efficiency written records and store securely in a reportable format according to workplace procedures 4.3 Monitor information and record, identify trends for continuous improvement of environmental and energy consumption performance 4.4 Plan and implement energy efficiency and environmental training programs according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Reading	Identifies and interprets information from workplace procedures, policies, documentation and systems
Writing	Produces workplace reports, including workplace resourcing and work health and safety records, using appropriate vocabulary, grammatical structures and conventions
Oral communication	- Presents information or assistance using industry specific vocabulary - Uses listening and questioning to confirm understanding
Problem solving	Identifies a range of factors that impact on a decision, including own values and principles, the needs, power, values, beliefs and assumptions of stakeholders

Unit Mapping Information

Supersedes and is equivalent to RIIENV402D Implementing and monitor environmental policies.

Links

Companion Volume implementation guides is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>

Assessment Requirements for RIIENV402E Implement and monitor environmental policies

Modification History

Release	Comments
Release 1	This version first released with RII Resources and Infrastructure Industry Training Package Version 5.0.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- implement and monitor environmental policies on at least two occasions, including:
 - communicating activities and environmental performance to the work team
 - implementing environmental and energy efficiency improvement plans
 - identifying and monitoring of best practice approaches
 - processing and maintaining written records and reports.

During the above, the candidate must:

- locate and apply relevant documentation, policies and procedures and confirm that the work activity is compliant
- implement the requirements, procedures and techniques for implementing and monitoring environmental policies
- work effectively with others to implement and monitor environmental policies in a way that meets all required outcomes
- use a range of communication techniques and aids to advise others of work activity and exclusion zones
- communicate clearly and concisely with others to receive and clarify work instructions.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- key policies, procedures and documentation required to implement and monitor environmental policies, including:
 - legislation from all levels of government that affects business operation, including in regard to work health and safety, environmental and energy efficiency issues, equal opportunity, industrial relations and anti-discrimination

- environmental and energy efficiency management systems, policies and procedures
- quality assurance systems
- supply chain procedures
- principles and techniques on environmental and energy efficiency issues, including:
 - recycling
 - wastewater treatment
 - catchments
 - air
 - noise
 - ecosystems
 - habitat
 - waste minimisation
- principles and techniques for implementing best practice environmental policy approaches
- techniques for employing strategies to maximise opportunities and minimise impacts
- principles and techniques for identifying relevant hazards and emergencies
- techniques for coordinating and communicating job activities with others.

Assessment Conditions

Mandatory conditions for assessment of this unit are stipulated below. The assessment must:

- include access to:
 - personal protective equipment
 - equipment related to implement and monitor environmental policies
 - relevant documentation
- be conducted in a safe environment; and,
- be assessed in the context of this sector's work environment; and,
- be assessed in compliance with relevant legislation/regulation and using policies, procedures and processes directly related to the industry sector for which it is being assessed; and,
- confirm consistent performance can be applied in a range of relevant workplace circumstances.

Where personal safety or environmental damage are limiting factors, assessment may occur in a simulated work environment* provided it is realistic and sufficiently rigorous to cover all aspects of this sector's workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.

Assessor requirements

Assessors must be able to clearly demonstrate current and relevant industry knowledge and experience to satisfy the mandatory regulatory standards as set out in the Standards for Registered Training Organisations (RTOs) 2015/Australian Quality Training Framework mandatory requirements for assessors current at the time of assessment and any relevant licensing and certification requirements. This includes:

- vocational competencies at least to the level being delivered and assessed
- current industry skills directly relevant to the training and assessment being provided
- current knowledge and skills in vocational training and learning that informs their training and assessment
- formal relevant qualifications in training and assessment
- having knowledge of and/or experience using the latest techniques and processes
- possessing the required level of RII training product knowledge
- having an understanding and knowledge of legislation and regulations relevant to the industry and to employment and workplaces
- demonstrating the performance evidence, and knowledge evidence outlined in this unit of competency, and
- the minimum years of current** work experience after competency has been obtained as specified below in an industry sector relevant to the outcomes of the unit.

It is also acceptable for the appropriately qualified assessor to work with an industry expert to conduct assessment together and for the industry expert to be involved in the assessment judgement. The industry expert must have current industry skills directly relevant to the training and assessment being provided. This means the industry subject matter expert must demonstrate skills and knowledge from the minimum years of current work experience after competency has been obtained as specified below, including time spent in roles related to the unit being assessed:

Industry sector	AQF indicator level***	Required assessor or industry subject matter expert experience
Drilling, Metalliferous Mining, Coal Mining, Extractive (Quarrying) and Civil Infrastructure	1	1 year
	2	2 years
Drilling, Coal Mining, Extractive (Quarrying), Metalliferous Mining and Civil Infrastructure	3-6	3 years
Other sectors	Where this unit is being assessed outside of the resources and infrastructure sectors assessor and/or industry subject matter expert experience should be in-line with industry standards for the sector in which it is being assessed and where no industry standard is specified should comply with any relevant regulation.	

*Guidance on simulated environments has been stipulated in the Companion Volume Implementation Guide located on VETNet.

**Assessors can demonstrate current work experience through employment within industry in a role relevant to the outcomes of the unit; or, for external assessors this can be demonstrated through exposure to industry by conducting a minimum number of site assessments as determined by the relevant industry sector, across various locations.

*** While a unit of competency does not have an AQF level, where a unit is being delivered outside of a qualification the first numeric character in the unit code should be considered as the AQF indicator level for assessment purposes.

Links

Companion Volume implementation guides is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>