



Australian Government

RIIENV501D Implement and maintain environmental management plan

Release: 2

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Modification History

Release	Comment
1	This unit replaces RIIENV501A Implement and maintain environmental management plan
2	Required frequency and volume of evidence amended in Performance evidence. Substantial amendments made in Assessment Conditions field, including: references to Industry Sectors, assessor and subject matter expert experience requirements, how assessment should be conducted and what it should confirm.

Application

This unit describes a participant's skills and knowledge required to implement and maintain an environmental management plan in the Resources and Infrastructure Industries.

This unit is appropriate for those working in management roles.

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

Elements and Performance Criteria

1 Plan and prepare for the implementation and maintenance of environmental management plan	1.1 Access, interpret and apply environmental management plan documentation and ensure the work activity is compliant 1.2 Develop and document environmental objectives in consultation with relevant personnel, and conforming to policies and procedures 1.3 Develop and document the structures for the application of the environmental management plan, in consultation with relevant personnel, and conforming to the organisation's policies and procedures 1.4 Define, allocate and document the responsibilities for applying the environmental management plan in job descriptions and duty statements
2 Develop processes to support the environmental	2.1 Identify existing and potential environmental hazards and risks from trends identified from inspections and records 2.2 Access, interpret and clarify the organisation's criteria for

management plan	assessing and treating risks 2.3 Develop and document, in consultation, procedures and practices for the application of the environmental management plan 2.4 Identify, obtain and maintain information sources and expert advice required to support the environmental management plan
3 Prepare and implement the plan	3.1 Plan, schedule and document how the environmental management plan will be introduced 3.2 Identify, seek and/or provide resources for the operation of the environmental management plan, in a timely and consistent manner 3.3 Provide and explain the environmental management plan in a readily accessible form 3.4 Provide or arrange appropriate development and/or training for on the environmental management plan 3.5 Make available information on known and intended process changes and enhancements 3.6 Provide support and encouragement to those responsible for the conduct of the plan's activities 3.7 Ensure all environmental management plan records and reports are produced, processed and maintained
4 Monitor, review and update the environmental management processes	4.1 Monitor the environmental management plan activities and achievement targets and provide/focus resources to ensure the implementation plan is satisfied 4.2 Review and update the implementation plan periodically and when changing circumstances are anticipated or occur 4.3 Complete and retain documentation covering the reasons for and changes made

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit. Further information is available in the Resources and Infrastructure Industry Training Package Companion Volume.

Unit Mapping Information

RIIENV501A Implement and maintain environmental management plan

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for RIIENV501D Implement and maintain environmental management plan

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Performance Evidence

Evidence is required to be collected that demonstrates a candidate's competency in this unit. Evidence must be relevant to the roles within this sector's work operations and satisfy all of the requirements of the performance criteria of this unit and include evidence that the candidate:

- locates and applies relevant legislation, documentation, policies and procedures
- works effectively with others to undertake and complete effective implementation and maintenance of environmental management plans to meet all required outcomes including:
 - preparing for and organising work activities to meet all task requirements
 - communicating clearly and concisely with others to receive and clarify work instructions
 - using a range of communication techniques and aids to advise others of work activity and exclusion zones
- demonstrates completion of implementing and maintaining environmental management plan that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - developing and documenting systems for the application of the environmental management plan
 - defining, documenting and allocating responsibilities
 - identifying existing and potential environmental hazards from inspections and records
 - planning and documenting implementation of the environmental management plan
 - processing and maintaining written records
 - monitoring and reviewing the activities and performance of the environmental management plan

Knowledge Evidence

The candidate must demonstrate knowledge of implementing and maintaining an environmental management plan through:

- implementing the organisation's environmental policies, goals and objectives
- identifying roles and responsibilities of personnel within the organisation
- carrying out action planning methods
- performing negotiation skill
- adopting various written and oral communication methods
- using receptive listening skills
- maintaining the human resource management processes
- applying methods of identifying appropriate action based on cost, safety, and welfare issues
- preparing work procedure and instruction writing
- environmental management reporting and recording procedures
- worksite operating procedures
- complying with environmental hazard identification processes
- complying with environmental risk assessment processes
- complying with environmental risk treatment processes
- maintaining environmental management system documentation methods

Assessment Conditions

- An assessor of this unit must satisfy the requirements of the NVR/AQTF or their successors; and Industry regulations for certification and licensing; and,
- this unit is best assessed in the context of this sector's work environment;
- where personal safety or environmental damage are limiting factors, assessment may occur in a simulated 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; and,
- this unit must be assessed in compliance with relevant legislation/regulation and using policies, procedures, processes and operational manuals directly related to the industry sector for which it is being assessed; and,
- assessment may be conducted in conjunction with the assessment of other Units of Competency; and,
- assessment must confirm consistent performance can be applied in a range of relevant workplace circumstances; and,
- assessors must demonstrate the performance evidence, and knowledge evidence as outlined in this Unit of Competency, and through the minimum years of current* work experience specified below in an Industry sector relevant to the outcomes of the unit; or,

- where the assessor does not meet experience requirements a co-assessment or partnership arrangement must exist between the qualified assessor and an Industry subject matter expert. The Industry subject matter expert should hold the unit being assessed (or an equivalent unit) and/or demonstrate equivalence of skills and knowledge at the unit level. An Industry technical expert must also demonstrate skills and knowledge from the minimum years of current work experience specified below in the Industry sector, including time spent in roles related to the unit being assessed; and,
- assessor and Industry subject matter expert requirements differ depending on the Australian Qualifications Framework Level (AQF) of the qualification being assessed and/or Industry Sector as follows:

Industry sector	AQF** Level	Required assessor or Industry subject matter expert experience
Drilling, Metalliferous Mining, Coal Mining, Extractive (Quarrying) and Civil Construction	1	1 Year
	2	2 Years
Drilling, Coal Mining and Extractive (Quarrying)	3-6	3 Years
Metalliferous Mining and Civil Construction	3-6	5 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.	

*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 frequent site assessments across various locations.

**Where a unit is being delivered outside of a Qualification the first numeric character in the Unit code should be considered to indicate the AQF level

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