



Australian Government

RIIRIS301D Apply risk management processes

Release: 4

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Modification History

Release	Comment
1	This unit replaces RIIRIS301B Apply risk management processes.
2	Performance Evidence and Knowledge Evidence replaced with correct information.
3	Performance Evidence and Knowledge Evidence amended.
4	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 apply risk management processes in the Resources and Infrastructure Industries.

This unit is appropriate for those working in operational or supervisory roles.

Licensing, legislative, regulatory and certification requirements that apply to this unit can vary between states, territories, and industry sectors. Relevant information must be sourced prior to application of the unit.

Elements and Performance Criteria

1. Plan and prepare for risk management	1.1 Access, interpret and apply risk management documentation and ensure the work activity is compliant 1.2 Inspect and analyse work area conditions regularly and systematically to identify potential hazards 1.3 Access, interpret and apply existing procedures to control identified hazards 1.4 Identify hazards not controlled by existing procedures 1.5 Recognise the type and scope of unresolved hazards and their likely impact
2. Assess and identify unacceptable risk	2.1 Consider and determine the likelihood of an event 2.2 Evaluate and determine the consequence of the event

	2.3 Consider and determine the risk level (likelihood and consequence combined) 2.4 Identify or source the criteria for determining the acceptability/unacceptability of the risk 2.5 Evaluate the risk and identify 'unacceptable risk' status
3. Review risk management documentation	3.1 Monitor and review working instructions 3.2 Seek authority and approval to amend in writing the working instructions 3.3 Seek authority and approval to action amendments to the working instructions
4. Identify and recommend controls	4.1 Identify the range of controls which may eliminate or minimise the risk 4.2 Conduct a detailed analysis of feasible options including the identification of resource requirements 4.3 Select the most appropriate control for dealing with the situation
5. Contribute to the implementation of controls	5.1 Write up the risk management plans selected control in detail, including resource requirements 5.2 Gain authorisation for selected control 5.3 Document and review controls for the job 5.4 Apply procedures to control recognised hazards 5.5 Communicate information on the control and its implementation

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

RIIRIS301B Apply risk management processes

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 RIIRIS301D Apply risk management processes

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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:

- obtains and applies relevant documentation, policies and procedures
- implements the requirements, procedures and techniques for the safe, effective and efficient completion of risk management processes including:
 - applying relevant operational information
 - applying common industrial terminology
- works effectively with others to undertake and complete the application of risk management processes that meets all the required outcomes, including:
 - complying with written and verbal reporting requirements and procedures
 - communicating clearly and concisely with others to receive and clarify work instructions
 - communicating clearly and concisely with others to coordinate work activities
 - engaging co-workers, employers and supervisors in the risk management processes
- demonstrates completion of the application of risk management processes that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - applying planning and organising skills to the risk management processes
 - identifying or sourcing criteria to determine unacceptable risk

- identifying and recognising type and scope of hazards and their impact
- assessing and determining the consequence, likelihood and level of potential risk
- identifying unacceptable risk using the acceptable/unacceptable criteria
- assessing options for appropriate controls and implementing accordingly
- identifying and obtaining required resources
- preparing and maintaining written records and report requirements
- reviewing risk management documentation
- identifying and recommending controls
- contributing to the implementation of controls

Knowledge Evidence

The candidate must demonstrate knowledge of the following when applying the risk management process:

- WHS legislation and regulations
- appropriate resources and infrastructure context and language
- topics or subject areas which are target for assessment and treatment
- site risk management systems and their application
- conventions and requirements for written communications including report writing
- problem solving techniques

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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