



Australian Government

RIIRIS401D Apply site risk management system

Release: 3

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Modification History

Release	Comment
1	This unit replaces RIIRIS401A Apply site risk management system
2	Editorial corrections
3	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 the site risk management system in the Resources and Infrastructure Industries.

This unit is appropriate for those working in supervisory roles.

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

Elements and Performance Criteria

1. Plan and prepare to provide information to the work group	1.1 Access, interpret and apply risk management documentation and ensure the work activity is compliant 1.2 Clearly and concisely explain risk management compliance documentation 1.3 Provide documents and reference information for risk management policies, procedures and programs in an accessible manner 1.4 Maintain risk management communication through regularly providing clear information about identified hazards and the outcomes of risk assessment and control
2. Apply and monitor participative arrangements	2.1 Explain the importance of effective consultative mechanisms in managing risk 2.2 Conduct and monitor consultative procedures for management of hazards

	2.3 Promptly deal with issues raised through consultation 2.4 Record and promptly communicate the outcomes of consultation of risk management issues
3. Apply and monitor the procedures for providing training	3.1 Systematically identify risk management training needs 3.2 Make arrangements, in consultation with relevant individuals, to meet risk management training needs 3.3 Provide learning opportunities, and coaching and mentoring assistance to achieve training needs
4. Apply and monitor procedures for identifying hazards and assessing risks	4.1 Identify and report hazards and risks 4.2 Coordinate others to routinely carry out hazard identification and risk assessments 4.3 Select and implement actions from hazard reports promptly
5. Apply and monitor the procedures for controlling risks	5.1 Maintain standard for risk management and apply procedures for controlling risks using the hierarchy of controls 5.2 Consider potential risks and plan for their management 5.3 Identify and report inadequacies in existing risk control measures 5.4 Monitor outcomes of reported inadequacies to ensure a prompt response
6. Apply and monitor the procedures for maintaining records	6.1 Ensure accurate written completion and maintenance of risk management records 6.2 Use collated information and data records to forecast and identify hazards and monitor effectiveness of risk control procedures

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

RIIRIS401A Apply site risk management system

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 RIIRIS401D Apply site risk management system

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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:

- obtain and applies relevant legislation, documentation, policies and procedures
- demonstrates completion of the application of the site risk management system that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - working with others to plan, prepare and apply the site risk management system
 - identifying risk management training needs of others and prepare training plans
 - providing clear and timely instruction and supervision to those involved in applying the site risk management system
 - analysing and prioritising hazards and risks
 - considering and selecting most appropriate options for managing site risk using the hierarchy of controls
 - implementing selected options for managing risk
 - monitoring outcomes of risk management implementations
 - maintaining written records and reports for risk management systems activity and outcomes
 - using aggregate risk and hazard data to forecast and identify hazards and monitor effectiveness of risk control procedures

Knowledge Evidence

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

- key component of the sites risk management system
- responsibilities for applying site risk management system
- work instructions and processes
- using communication skills, including questioning and active listening skills with supervisors and other employees
- writing reports to communicate procedural activity, breach or inadequacies to procedure and review process

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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