



Australian Government

RIIRIS401E Apply site risk management system

Release: 1

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Modification History

This unit replaces RIIRIS401D Apply site risk management system. Significant endorseable amendments have been made to Elements, Performance Criteria, Foundation Skills, Performance Evidence and Knowledge Evidence to better reflect current industry practices and clarify training outcomes.

Application

This unit describes the skills and knowledge required to apply and evaluate site risk management system and implement relevant risk management controls in the mining, drilling and civil infrastructure industry.

It applies to individuals who contribute to risk management processes by undertaking a varied range of activities as defined in written procedures, in a structured and familiar work environment.

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

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. Plan and prepare risk management system information	1.1 Access, interpret and apply risk management system information and data according to workplace policies and procedures 1.2 Apply knowledge of the elements of the risk management system to work plan, as it applies to own job role 1.3 Clearly and concisely explain risk management system information and data to required personnel 1.4 Provide documents and reference information for risk management policies, procedures and programs in an accessible manner
2. Apply risk management system information	2.1 Prepare to implement risk management system as it applies to own job role 2.2 Conduct and monitor consultative procedures as they apply to risk management system 2.3 Document and resolve issues raised through consultation

ELEMENT	PERFORMANCE CRITERIA
	2.4 Record the contribution of others in implementing the plan as it applies to own job role
3. Evaluate application of risk management controls	3.1 Identify and select measures of risk management system effectiveness 3.2 Evaluate processes and methods to measure risk management system effectiveness as it applies to own job role 3.3 Document risk management system effectiveness according to workplace recordkeeping requirements 3.4 Communicate and explain evaluation outcomes to required personnel
4. Report on continuous improvement of risk management controls	4.1 Identify and select methods and processes for improving control effectiveness 4.2 Consider potential risks and plan controls 4.3 Identify and report inadequacies in controls and present potential solutions to remedy inadequacies according to workplace procedures 4.4 Communicate and explain improvements and facilitate their contribution in accordance with workplace policies and 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	Interprets and analyses legislative and organisational texts
Writing	- Uses structure, layout and language suitable for audience to document development of risk management system - Develops required documentation using appropriate organisational formats and industry specific vocabulary
Numeracy	Collects, organises and analyses data using and draws conclusions from trends

Unit Mapping Information

Supersedes and is equivalent to RIIRIS401D 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 RIIRIS401E Apply site risk management system

Modification History

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements and performance criteria of this unit.

The candidate must demonstrate completion of application of applying site risk management system processes that safely, effectively and efficiently follows workplace procedures to carry out work activity on at least two occasions. This includes:

- working with others to plan, prepare and apply 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 risk management system
- monitoring outcomes of risk management implementations
- communicating potential improvements to risk management system and facilitating improvements
- maintaining written records and reports for risk management systems activity and outcomes
- monitoring effectiveness of risk control procedures by using aggregate risk and hazard data to forecast and identify hazards.

In the course of the above work, the candidate must also:

- locate and apply relevant workplace documentation, policies and procedures.

Knowledge Evidence

The candidate must demonstrate the following knowledge to effectively complete the tasks outlined in the elements and performance criteria of this unit. This includes:

- elements of the organisation's risk management system with reference to the relevant commonwealth and state or territory legislation
- regulatory requirements and how they apply in the work area including:
 - standards and guidance material
 - codes of practice
- limitations of a risk management system, problems with risk management system implementation and possible negative effects on workplace policies and procedures

- tools and techniques to analyse risk management system data
- consultation methods as they apply to safe systems of work
- the difference between hazards and risks as they apply to safe systems of work
- organisational policies, procedures, processes and systems and how they apply to the work area.

Assessment Conditions

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

- include access to risk management policies, procedures and systems
- 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 RII 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.

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