



Australian Government

RIIWHS201D Work safely and follow WHS policies and procedures

Release: 5

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Modification History

Release	Comment
1	The unit replaces RIIOHS201A Work safely and follow OHS policies and procedures.
2	Editorial corrections.
3	Amended Application field.
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.
5	Editorial correction of a typo to Performance Evidence. No new content.

Application

This unit describes a participant's skills and knowledge required to work safely and follow WHS policies and procedures in the Resources and Infrastructure Industries.

This unit is appropriate for those working in operational 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.

Note: The terms Occupational Health and Safety (OHS) and Work Health and Safety (WHS) are equivalent and generally either can be used in the workplace. In jurisdictions where the National Model WHS Legislation has not been implemented RTOs are advised to contextualise the unit of competency by referring to the existing State/Territory OHS legislative requirements.

Elements and Performance Criteria

1. Access and apply site safety procedures	1.1 Access, interpret and apply work health and safety procedures and ensure the work activity is compliant 1.2 Carry out isolation of energy sources and immobilisation of potential energy sources
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	1.3 Locate destinations by interpreting and applying site plans, transport rules and signage 1.4 Identify, act on, and report breaches in site safety
2. Apply personal safety measures	2.1 Select and wear personal protective equipment 2.2 Establish and maintain a clean and tidy safe working area 2.3 Obtain permits and clearances before specialised work is carried out 2.4 Apply safe manual handling procedures 2.5 Identify and apply site procedures for conducting high-risk activities
3. Apply operational safety measures	3.1 Recognise and respond to alarms 3.2 Identify and clarify responsibility in responding to emergency situations 3.3 Apply basic fire fighting techniques 3.4 Identify emergency escape route(s) and procedures
4. Maintain personal wellbeing	4.1 Identify risks to personal wellbeing and recognise preventative strategies 4.2 Identify, act on, and report situations which may endanger others 4.3 Access and explain verbally or in writing the requirements for fitness for duty 4.4 Comply with all work health and safety policies including smoking, alcohol and drug use
5. Identify and report incidents	5.1 Recognise and communicate incident and injury statistics 5.2 Report and prepare written records of incidents and injuries 5.3 Contribute to and participate in incident investigations

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

RIIOHS201A Work safely and follow OHS policies and procedures

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 RIIWHS201D Work safely and follow WHS policies and procedures

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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 documentation, policies and procedures
- demonstrates completion of working safely and following WHS policies and procedures that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - sourcing, interpreting, clarifying and applying site safety information
 - listening carefully to health and safety instructions and information
 - responding to and clarifying information and directions
 - carrying out work instructions that complies with WHS policies and procedures
 - selecting, wearing and caring for personal protective equipment for all activities that require personal protective equipment
 - applying safe lifting and manual handling techniques
 - identify and report on WHS issues to appropriate personnel
 - recognising and following procedure to respond to alarms
 - completing workplace reporting procedures

Knowledge Evidence

The candidate must possess knowledge of work safely and follow WHS policies and procedures through:

- determining equipment safety requirements
- identifying personal protective equipment
- follows hazardous substances procedures and handling techniques
- location of safety data sheets (SDS) information and their application
- adhering to isolation procedures
- identifying lifting techniques, including for both manual and automated lifting
- locating and complying with WHS procedures
- application of site safety requirements and procedures
- participating in procedures for workplace management of others (e.g. consultation, safety representatives, committees, dispute resolution)
- determining potential of biological effects (e.g. circadian rhythms, sleep, alertness, fatigue, stress, effects of heat stress and hypothermia)
- details of site drug and alcohol policy
- locating and using emergency equipment

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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