



Australian Government

Assessment Requirements for SIFXWHS003 Implement and monitor work health and safety procedures

Release: 1

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Modification History

Not applicable.

Performance Evidence

Evidence of the ability to:

- source, compile and present work health and safety/occupational health and safety information, and security and emergency procedures to staff
- implement and monitor safe work practices, workplace policies and procedures and address at least five or more breaches or inconsistencies.

Knowledge Evidence

Demonstrated knowledge of:

- range of resources that inform workplace requirements for work health and safety/occupational health and safety and infection control
- employer's responsibilities under relevant state or territory work health and safety/occupational health and safety legislation, especially:
 - requirements for hazard identification, risk assessment and risk control; and acceptable mechanisms
 - requirements for record keeping and acceptable record keeping mechanisms
 - provision of information and training
 - issue resolution
- employee responsibilities in relation to:
 - ensuring safety of self, other workers and other people in the workplace
 - participating in work health and safety/occupational health and safety practices and consultation under relevant state or territory work health and safety/occupational health and safety legislation
- workplace reporting and referral procedures and practices
- effective communication strategies to:
 - inform staff of legislative and work requirements
 - monitor staff performance
 - address non-compliance.

Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that is as industry realistic as possible. In a simulated environment, it is essential that assessment is conducted:

- using suitable facilities, equipment and resources, including:
 - a funeral home, cemetery or crematorium
 - housekeeping equipment and materials and personal protective equipment
 - documentation, including equipment maintenance schedules
- under industry conditions where there is:
 - integration of tasks with possible interruptions to work typical of the job role
 - interaction with team members

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>