



Australian Government

TLIF1001 Follow work health and safety procedures

Release: 1

TLIF1001 Follow work health and safety procedures

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to follow and apply work health and safety (WHS)/occupational health and safety (OHS) procedures when carrying out work activities in compliance with the relevant WHS/OHS regulations and procedures.

It includes following workplace procedures for hazard identification and risk control, contributing to WHS/OHS management arrangements and completing WHS/OHS records.

Work is performed under some supervision generally within a team environment. It involves applying established WHS/OHS and hazard minimisation principles and procedures to conduct workplace activities.

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

Pre-requisite Unit

Not applicable.

Competency Field

F – Safety Management

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Follow workplace procedures for hazard identification and risk control

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1 Workplace procedures for dealing with accidents, fire and emergencies are identified and followed
- 1.2 Workplace procedures for WHS/OHS and related work instructions for controlling risks in a workplace are accurately followed

- 1.3 Hazards in the workplace are identified and appropriate action is taken to report them and to minimise or eliminate risk to personnel, workplace and the environment
 - 1.4 Safety regulations and established workplace safety and hazard control practices and procedures are obtained, interpreted and applied to day-to-day work activities
 - 1.5 Procedures and precautions necessary for entry into confined spaces in the workplace are correctly followed
 - 1.6 Personal protection clothing and equipment is correctly used in accordance with established safety practices and procedures
 - 1.7 Established emergency and contingency plans are followed
- 2 Contribute to arrangements for managing work health and safety**
 - 2.1 WHS/OHS issues and identified safety hazards are raised with designated personnel in accordance with workplace procedures and relevant WHS/OHS legislation
 - 2.2 Contributions to managing WHS/OHS in the workplace are made in accordance with workplace procedures and relevant legislation
 - 2.3 WHS/OHS issues are raised with designated personnel in accordance with workplace procedures and relevant legislation
 - 2.4 Participative arrangements for managing WHS/OHS in the workplace are contributed to in accordance with workplace procedures, and within scope of responsibilities and competence
- 3 Complete work health and safety records**
 - 3.1 WHS/OHS records are completed in accordance with workplace requirements
 - 3.2 WHS/OHS records and legal requirements for maintaining records of occupational injury and diseases are followed

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIF1001A Follow occupational health and safety procedures.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>

Assessment Requirements for TLIF1001 Follow work health and safety procedures

Modification History

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- applying relevant legislation and workplace procedures
- communicating effectively with others when following WHS/OHS procedures
- completing documentation related to WHS/OHS in the workplace
- implementing WHS/OHS workplace procedures
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- reading and comprehending simple statements in English
- reading and interpreting relevant safety-related information including safety labels, instructions for safe work, relevant safety data sheets (SDSs)/material safety data sheets (MSDSs), workplace procedures and codes of practice
- selecting and using required personal protective equipment conforming to industry and WHS/OHS standards
- working collaboratively with others when following WHS/OHS procedures
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- emergency and evacuation procedures
- HAZCHEM symbols and implications for safe work and storage
- housekeeping standards and procedures
- location and use of safety alarms, manifests, emergency shut-off systems, emergency communications systems
- manual and mechanically-assisted lifting and load shifting procedures

- procedures for handling broken or damaged equipment
- relevant terms used in SDSs/MSDSs
- relevant WHS/OHS procedures and guidelines
- reporting procedures for unsafe situations, fire hazards, broken or damaged equipment or fittings, sickness and accidents
- site layout and obstacles
- storage and use of hazardous substances
- WHS/OHS warning signs and signals.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

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Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or other simulation
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

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