



Australian Government

Department of Education, Employment and Workplace Relations

TLIU4001A Implement and monitor environmental protection policies and procedures

Release: 1

TLIU4001A Implement and monitor environmental protection policies and procedures

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to implement and monitor environmental protection policies and procedures. It includes accessing relevant information concerning environmental protection regulations and procedures, and implementing and monitoring procedures concerning environmental hazards, related control procedures, environmental training arrangements, and required records and documentation. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

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Persons achieving competence in this unit will need to fulfil the relevant legislated requirements including acts and regulations from each applicable state and territory together with any nationally approved compliance codes and/or guidelines.

Work is performed generally within a team environment. It involves the application of the environmental protection principles and regulations to implement and monitor environmental protection policies and procedures during the course of workplace operations.

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Access information concerning environmental protection regulations and procedures	1.1 Relevant provisions of environmental legislation and codes of practice are accurately followed 1.2 Information on workplace environmental policies, procedures and programs is stored in a readily accessible location and manner 1.3 Information is accurately and clearly explained to the work team and updated according to change in workplace policy 1.4 Information about the outcomes of environmental risk identification and control procedures is provided to the appropriate personnel
2 Implement and monitor procedures concerning environmental hazards	2.1 Existing and potential environmental hazards in the workplace are identified and reported 2.2 Identified hazards are assessed in relation to relevant environmental protection policies 2.3 Workplace procedures for dealing with hazardous events are implemented wherever necessary to ensure that prompt control action is taken 2.4 Hazardous events are investigated to identify causes, and control measures are implemented to prevent recurrence and minimise risks of such events
3 Implement and monitor environmental control procedures	3.1 Existing environmental protection measures are implemented, monitored and reviewed 3.2 Work procedures to protect environment are implemented and adherence to them by the work group is monitored 3.3 Required improvements to existing control measures are identified, including required resources for implementation, and reported to appropriate personnel

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

Required knowledge:

- Relevant legislated requirements including acts and regulations from each applicable state and territory together with any nationally approved compliance codes and/or guidelines.
- Workplace procedures and guidelines for implementing and monitoring environmental protection
- Environmental risks associated with workplace operations and related precautions to control the risk

REQUIRED KNOWLEDGE AND SKILLS

- Environmental protection standards required in the workplace
- Workplace environmental hazards and related hazard control measures
- Workplace reporting and recording processes and procedures
- Hierarchy of control principles for environmental risks (including preferred models for risk elimination, engineering controls, administrative controls and specific environmental protection techniques)
- Equipment and resources required when implementing and monitoring environmental protection, and instructions for their use
- Problems that can occur when implementing and monitoring environmental protection procedures
- Significance of EEO principles and practice for environmental management
- Literacy levels and communication skills of those supervised
- Relevant management systems and procedures for environmental management
- Organisational structure and site layout

Required skills:

- Communicate effectively with others both orally and in writing when implementing and monitoring environmental protection procedures
- Counsel, advise and inform others on environmental protection matters
- Read and interpret instructions, procedures, information and signs relevant to the implementation and monitoring of environmental protection procedures
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the implementation and monitoring of environmental protection procedures
- Operate electronic communication equipment to required protocol
- Provide leadership and work collaboratively with others when implementing and monitoring environmental protection procedures
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Recognise potential environmental risks and ways of minimising them
- Promptly report and/or rectify any identified problems that may occur when implementing and monitoring environmental protection procedures in accordance with regulatory requirements and workplace procedures
- Monitor work activities in terms of planned schedule
- Modify activities depending on differing operational contingencies, risk situations and environments
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment

Required skills:

- Carry out training needs analysis relevant to workplace requirements
- Identify and correctly use equipment and vehicles in accordance with environmental protection regulations and guidelines
- Operate and adapt to differences in equipment in accordance with standard operating procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of applying:
 - the underpinning knowledge and skills
 - relevant legislation and workplace procedures
 - other relevant aspects of the range statement

Context of and specific resources for assessment

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
 - a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and/or
 - access to an appropriate range of relevant operational situations in the workplace
- In both real and simulated environments, access is required to:
 - relevant and appropriate materials and equipment, and
 - applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

Method of assessment

- Assessment of this unit must be undertaken by a registered training organisation
- As a minimum, assessment of knowledge must be

EVIDENCE GUIDE

- conducted through appropriate written/oral tests
- Practical assessment must occur:
 - through activities in an appropriately simulated environment, and/or
 - in an appropriate range of situations in the workplace

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

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| Implementation and monitoring of environmental protection policies and procedures may occur: | <ul style="list-style-type: none">• in a range of work environments by day or night |
| Customers may be: | <ul style="list-style-type: none">• internal or external |
| Workplaces may comprise: | <ul style="list-style-type: none">• large, medium or small worksites in the transport, warehousing, distribution and/or storage industries |
| Workplace procedures for dealing with hazardous events may include: | <ul style="list-style-type: none">• inspection and housekeeping• training and assessment• maintenance including plant and equipment• purchasing• evacuation• hazardous substance containment• operational instruction• environmental information including incident and management practices• consultation• specific hazardous materials policies and procedures• counselling and disciplinary processes• risk assessment and control• first aid• internal and external auditing |
| Environment may include: | <ul style="list-style-type: none">• indoor• outdoor• marine• atmospheric |
| Environmental protection | <ul style="list-style-type: none">• environmental hazard reports |

RANGE STATEMENT

requirements may be obtained from:

- risk control procedures
- workplace personnel and management
- relevant legislation

RANGE STATEMENT

Environmental hazards may include:	• exhaust fumes • oils and lubricants • gas • smoke • chemicals and detergents • rubbish • noise • wastes
Servicing requirements may be obtained from:	• customer requests • works orders • freight requirements • workplace personnel
Depending on workplace context, personal protective equipment may include:	• gloves • safety headwear and footwear • safety glasses • two-way radios • high visibility clothing
Personnel in the work area may include:	• workplace personnel including supervisors and management • site visitors • contractors • official representatives
Support services can include:	• loading/unloading requirements • load security/protection • receipt personnel • special vehicle access/parking
Promotional activities may include:	• public relations activities • press releases • open days • in-house newsletters • publications • advertising programs • seminars • promotional briefings
Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:	• company procedures • enterprise procedures • organisational procedures • established procedures
Information/documents may	• applicable legislated safety requirements including acts and regulations from each state and territory together with

RANGE STATEMENT

include:

any nationally approved compliance codes and/or guidelines

- OH&S and environmental protection regulations
- workplace housekeeping procedures and policies
- codes of practice for environmental protection
- material safety data sheets
- policies and procedures for entry and work in confined spaces
- manufacturers instructions concerning the use and servicing of equipment
- supplier and/or client instructions
- emergency procedures
- regulations and policies concerning noise, waste disposal/reprocessing, handling of dangerous goods/hazardous substances and other environmental protection issues
- goods identification numbers and codes
- manifests, bar codes, goods and container identification
- relevant legislation, regulations and related documentation
- award, enterprise bargaining agreement, other industrial arrangements
- standards and certification requirements
- quality assurance procedures
- applicable legislated safety requirements including acts and regulations from each state and territory together with any nationally approved compliance codes and/or guidelines
- relevant state/territory OH&S legislation
- ADG Code
- workplace relations regulations including equal opportunity, equal employment opportunity and affirmative action legislation
- workers compensation regulations

Applicable regulations and legislation may include:

Unit Sector(s)

Not Applicable

Competency Field

Competency Field U - Environment