



Australian Government

UEGNSG324 Follow company procedures to deal with incidents related to the abuse of drugs and alcohol

Release: 1

UEGNSG324 Follow company procedures to deal with incidents related to the abuse of drugs and alcohol

Modification History

Release 1. This is the first release of this unit of competency in the UEG Gas Industry Training Package.

Application

This unit involves the skills and knowledge required to deal with incidents related to the abuse of drugs and alcohol in the workplace.

It includes monitoring and controlling drug and alcohol related incidents, and completing required documentation and reporting requirements in accordance with work health and safety (WHS)/occupational health and safety (OHS) workplace procedures and drug and alcohol policies and procedures.

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

Pre-requisite Unit

Not applicable

Competency Field

Gas Transmission

Unit Sector

Gas Industry

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Prepare to monitor and control drug and alcohol related incidents

PERFORMANCE CRITERIA

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

1.1 Work is prioritised and sequenced for completion within acceptable timeframes following consultation with relevant person/s in accordance with workplace procedures

- 1.2 Risk control measures for identified hazards in the workplace are prioritised, implemented and evaluated in accordance with workplace procedures
 - 1.3 Relevant stakeholders are provided with possible solutions and options within the scope of workplace procedures
 - 1.4 Scope of responsibility regarding the drug/alcohol abuse related incident is obtained and confirmed with relevant person/s in accordance with job requirements and workplace procedures
 - 1.5 Responsibilities for first aid and other emergency incidents at the work site are confirmed with relevant person/s in accordance with workplace procedures
 - 1.6 Issues related to the drug/alcohol abuse are referred to appropriate person/s in accordance with workplace procedures
- 2 **Monitor and control drug and alcohol related incidents**
 - 2.1 WHS/OHS policies, procedures and safe work practices are followed to eliminate or minimise incidents and hazards
 - 2.2 Potential hazards and safety risks associated with drug and alcohol related incidents are reported to authorised person/s for directions in accordance with workplace procedures
 - 2.3 Unplanned events and non-routine problems encountered when monitoring and controlling drug and alcohol abuse incident are referred to authorised person/s for directions in accordance with workplace procedures
 - 2.4 Problem-solving skills are applied and relevant remedial action taken when monitoring and controlling drug and alcohol abuse in accordance with workplace, drug and alcohol policies and procedures
 - 2.5 Relevant reports on drug and alcohol abuse incidents are completed and provided to authorised person/s in accordance with workplace, drug and alcohol policies and procedures

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 may be found in the UEG Gas Industry Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UEGNSG324A Follow company procedures to deal with incidents related to the abuse of drugs and alcohol.

Links

Companion Volume Implementation Guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6a6c032e-ffcb-4f3d-8063-415efbd261e8>

Assessment Requirements for UEGNSG324 Follow company procedures to deal with incidents related to the abuse of drugs and alcohol

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 two separate occasions and include:

- applying relevant work health and safety (WHS)/occupational health and safety (OHS) policies and procedures, including:
 - drug and alcohol abuse
 - company safety procedures for dealing with persons under the influence of drugs or alcohol
 - drug and alcohol policies and procedures
 - hazard identification and reporting
 - implementing risk control measures
- applying problem-solving and decision-making techniques
- communicating with stakeholders using strategies for dealing with difficult situations
- completing relevant documentation
- dealing with unplanned events/situations in accordance with workplace procedures in a manner that minimises risk to personnel and equipment
- monitoring and controlling drug and alcohol related incidents.

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:

- drug and alcohol awareness and effects on the workforce
- drug and alcohol policies and procedures
- problem-solving and decision-making techniques
- relevant safe work method statements (SWMS)/job safety assessments or risk mitigation processes
- relevant stakeholders
- relevant WHS/OHS legislated requirements
- relevant workplace documentation

- relevant workplace policies and procedures
- remedial action related to drug/alcohol abuse incidents
- verbal and oral communication techniques
- WHS/OHS and workplace policies and procedures related to drug and alcohol abuse.

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.

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

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 must include access to:

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

Links

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