



Australian Government

Department of Education, Employment and Workplace Relations

UETTDREL13A Comply with sustainability, environmental and incidental response policies and procedures

Release: 1

UETTDREL13A Comply with sustainability, environmental and incidental response policies and procedures

Modification History

Not applicable.

Unit Descriptor

Unit Descriptor

1) Scope:

1.1) Descriptor

This Competency Standard Unit covers the compliance of environmental and incidental response procedures whilst undertaking tasks in the Electricity Supply Industry workplace and refers to relevant legislation, codes and practices and established procedures. The competency standard refers to compliance with relevant sections of Federal and State OHS and Environmental Protection Acts. The checking of plant and equipment should be performed through visual and mechanical checks. The plant and equipment used is that typically used in preparing worksites and compliance with environmental policies and procedures. Relevant regulations and procedures are referred to, but not limited to, the worksite and the use of plant; machinery/equipment; cleaning materials and aids; equipment operation; personal protective equipment e.g. safety boots, eye and ear protection, safety helmets.

Application of the Unit

Application of the Unit 2)

This Competency Standard Unit is intended to augment formally acquired competencies. It is suitable for employment-based programs under an approved contract of training.

Licensing/Regulatory Information

License to practice 3)

The skills and knowledge described in this unit may require a licence/registration to practice in the work place subject to regulations for undertaking of electrical work. Practice in workplace and during training is also subject to regulations directly related to Occupational Health and Safety, electricity/telecommunications/gas/water industry safety and compliance, industrial relations, environmental protection, anti discrimination and training. Commonwealth, State/Territory or Local Government legislation and regulations may exist that limits the age of operating certain equipment.

Pre-Requisites

Prerequisite Unit(s) 4)

Competencies 4.1)

Granting of competency in this unit shall be made only after competency in the following unit(s) has/have been confirmed.
Where pre-requisite pathways have been identified. All competencies in the Common Unit Group must be have been completed plus all the competencies in one (1) of the identified Pathway Unit Group(s):
There are no prerequisite competencies to this unit.

Literacy and numeracy skills 4.2)

Participants are best equipped to achieve this unit if they have reading, writing and numeracy skills indicated by the following scales. Description of each scale is given in Volume 2, Part 3 “Literacy and Numeracy”.

Reading 3 Writing 3 Numeracy 3

Employability Skills Information

Employability Skills 5)

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements.

Elements and Performance Criteria Pre-Content

6) Elements describe the essential outcomes of a competency standard unit	Performance Criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the Evidence Guide.
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Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

1 Prepare to comply with environmental and incident response procedures	1.1	Work instructions are received and confirmed.
	1.2	Relevant requirements and established procedures to be followed for the work to be performed are discussed with all persons to establish and confirm the work schedule.
	1.3	OHS and environmental policies and procedures to be followed for the work to be performed are received and confirmed.
	1.4	Suggestions to assist with complying with environmental and incident response procedures are made to others involved in the work.
	1.5	Hazards are identified, OHS risks assessed and emergency exits kept clear according to given instructions and established procedures.
	1.6	Scope of responsibility under any relevant work permits are received and confirmed according to requirements and established procedures with relevant persons.

ELEMENT	PERFORMANCE CRITERIA
	1.7 Resources including environmental compliance personal protective equipment required for the incident are obtained and in working order according to established procedures. 1.8 Relevant responsibilities associated with first aid and other related work safety procedures at the worksite are confirmed in accordance with requirements and established procedures to ensure safety measures are followed in the instance of an incident. 1.9 Client issues are referred to appropriate persons in accordance with industry and community standards. 1.10 Site is reviewed according to given instructions and the work schedule for a quality outcome and to minimise risk and damage to property, commerce and individuals in accordance with established procedures. 1.11 Road signs, barriers and warning devices are positioned in accordance with requirements.
2 Carry out compliance with environmental and incident response procedures	2.1 OHS and sustainable energy principles and practices to reduce the incidents of accidents and minimise waste are followed in accordance with given instructions, requirements and/or established procedures. 2.2 Environmental requirements for the work are mentioned, reviewed and control measures, recommended for inclusion in the work process. 2.3 Any environmental incidents and potential problems are referred to appropriate persons in accordance with established procedures. 2.4 Lifting, climbing, working in confined spaces and or aloft, and use of power tools, techniques and practices are safely followed in accordance with given instructions and according to requirements confirmed to eliminate the prospects of incidents. 2.5 Operational knowledge for compliance with

ELEMENT

PERFORMANCE CRITERIA

		environmental and incident response procedures is confirmed to ensure completion in an agreed timeframe and to quality standards with a minimum of waste according to requirements and established procedures.
	2.6	Complying with environmental and incident response procedures is carried out in accordance with given instructions and established procedures.
	2.7	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.
	2.8	Non-routine events are referred to the immediate authorised persons for directions according to established procedures.
	2.9	Problems associated with complying with environmental and incident response procedures are dealt with using acquired known solutions and skills related to routine procedures to ensure work instructions and established procedures are met.
	2.10	Ongoing checks of quality of the work are undertaken in accordance with given instructions and established procedures.
3	Complete the compliance with environmental and incident response procedures	3.1 Work undertaken is checked against work schedule and anomalies reported to authorised persons in accordance with established procedures. 3.2 Accidents and incidents are reported to authorised persons in accordance with established procedures. 3.3 Work site is rehabilitated, cleaned up and made safe in accordance with given instructions and established procedures. 3.4 Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance

ELEMENT

PERFORMANCE CRITERIA

with established procedures.

- 3.5 Appropriate persons are notified of work completion according to established procedures.
- 3.6 Environmental completion records, report forms/data sheets are completed accurately in accordance with given instructions and established procedures.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

8) Essential Knowledge and Associated Skills (EKAS): This describes the essential skills and knowledge and their level, required for this unit.

Evidence shall show that knowledge has been acquired of complying with environmental and incidental response procedures.

All knowledge and skills detailed in this unit should be contextualised to current industry practices and technologies.

KS01-TEL13A ESI incidental response policies and procedures

Evidence shall show an understanding of distribution overhead installations testing and verification to an extent indicated by the following aspects:

T1 Electrical safe working practices encompassing:

- Risk management and assessment of risk - principle and purpose of risk management, processes for conducting a risk assessment
- Hazards associated with low-voltage, extra-low voltage and high-currents - arrangement of power distribution and circuits in an electrical installations, parts of an electrical system and equipment that operate at low-voltage and extra-low voltage, parts of an electrical system and equipment where high-currents are likely.
- Risks and control measures associated with high-voltage - parts of an electrical system and equipment that operate at high-voltage, the terms 'touch voltage', 'step voltage', 'induced voltage' and 'creepage' as they relate to the hazards of high-voltage, control measures used for dealing with the hazards of high-voltage
- Optical fibre safety - coherent optical sources and joining procedures, laser safety class 3a devices or their replacement
- Risks and control measures associated with low voltage - risks associated with modifying electrical installations, fault finding, maintenance and repair, control measures before, while and after working on electrical installations, circuits or equipment, isolation and tagging-off procedures, risks and restrictions in working live, control measures for working live
- Risks and control measures associated with harmful dusts and airborne contaminants - thermal insulation, fibrous cement materials and asbestos and other fibre reinforced switchboard materials.
- Safety, selection, use, maintenance and care of test equipment - safety characteristics of electrical testing devices, safe use of electrical testing device, checks and storage methods for maintaining the safety of testing devices

T2 Powerline safety practices encompassing:

- Protective apparatus and apparel for linework - responsibilities for the selection, use, maintenance and storage of protective apparatus and apparel and the types of protective apparatus and apparel used for the line worker
- Requirements for the use of ladders - carrying, erecting, collapsing and lowering different types of extension ladder against a standing pole, maintenance checks on different types of ladders, renewal of extension ropes and the safety issues relating to clearances from overhead conductors

REQUIRED SKILLS AND KNOWLEDGE

- Requirements for climbing and working aloft - methods used to identify a pole is safe to climb, methods used to inspect a line worker's body belt, application of knots and hitches appropriate to the requirements of a line worker, height safety principles including personal fall protection, prevention and related requirements, and the practical procedure of climbing an overhead structure and fitting a pole chair
- Traffic management - purpose of traffic management and a line worker's responsibilities in accordance with relevant statutory requirements and electricity supply industry requirements, demonstration of the procedure used to provide an effective traffic management scheme and the use of a two-way radio
- Control of small fires - identification, selection and operation of the appropriate extinguishing mediums for various types of fires, general fire prevention methods and the precautions for personal protection when fighting small fires
- Rescue victims from heights and confined spaces - planning, identifying, the procedures, and establishing responses, developing techniques, involvement of external emergency services and practical demonstration/rehearsals of rescuing a person from heights and from confined spaces and emergency procedures for the rescue of an electric shock victim including CPR
- Requirements for aerial linework - planning, establishing and implementing relevant aviation authority clearances, determining system requirements, aircrew familiarisation with network operations and equipment, requirements for effective communications operations for aerial work

T3 Enterprise specific — policy and procedure instructions encompassing:

- Responsibilities and duty of care of employer and employee relationship
- Methods of obtaining the up-to-date information on enterprise policy and procedures
- Rules and regulations
- Induction into workplace - location of work area and storage area, timetable, uniform, personal well-being, housekeeping rules, emergency procedures, evacuation procedures
- Techniques when deal with others - working in teams, customer relation, complaint and issues procedures.
- Overview of enterprise professional development - fire fighting procedures, fatigue management, training and competency development - understanding and promotion

T4 Enterprises specific — OHS instructions encompassing:

- Standards, codes, legislation, supply authority regulations and specific enterprise regulations pertaining to the OHS policies and procedures
- Methods of obtaining the up-to-date information on enterprise OHS policy and procedures
- Specific enterprise personal protection equipment - type and application, where and when to be used, method of replacement, responsibility of maintenance including cleaning inspection and testing, emergency response, rescue, evacuation

REQUIRED SKILLS AND KNOWLEDGE

and First Aid procedures

- Personal well-being – hygiene, fatigue/stress management, drugs/alcohol
- OHS training - induction training, specific hazard training, specific task or equipment training, emergency and evacuation training, training as part of broader programs such as equipment operation
- OHS records including audits, inspection reports, workplace health and environmental monitoring records, training and instruction records, manufacturers and suppliers information such as MSDSs, registers, maintenance reports, workers compensation and rehabilitation records and First Aid/medical records

KS02-TEL13A Energy sector sustainability and environmental policies and procedures

Evidence shall show an understanding of energy sector sustainability and environmental policies and procedures to an extent indicated by the following aspects:

T1 Environmental fundamentals encompassing:

- Environmental standards, codes, environmental legislation, supply authority regulations and or enterprise requirements applicable to the control of environment associated with the worksite - relevant federal legislation, relevant state/territory legislation, relevant local government by-laws, relevant government or quasi government policies and regulations, relevant community planning and development agreements (include land care agreements)
- Employer and employee responsibilities
- Methods of obtaining information on environmental issues and updates
- Methods of identifying environmental impacts from work related activities
- Meaning of environmental terms - identification, assessment and control of risks, compliance, best practice, sustainable energy.
- Procedures in implementing management plans to ensure compliance

T2 Material handling and the environment encompassing:

- Methods of obtaining updated environmental information and data sheets on the proper use and handling of equipment and materials
- Environmental standards, codes, environmental legislation, OHS legislation, hazardous substances/dangerous goods regulations, supply authority regulations and or enterprise requirements applicable environmental care when handling materials including provision of manufacturers and suppliers information such as material safety data sheets (MSDS)
- Types and application of personal protective equipment used for hazards substances
- Types and application of personal protective equipment used for hazards substances and dangerous goods
- Techniques in handling equipment to eliminate/reduce risks to the environment from spillages of oils, herbicides, pesticides and chemicals from such equipment - vehicle loading crane, chainsaw, enterprise vehicles, explosive power tools
- Procedures for handling and control of spillages of herbicides

REQUIRED SKILLS AND KNOWLEDGE

- Methods of disposing and storage of herbicides, pesticides and chemicals
- Methods of cleaning mobile plant, equipment and tools
- Recording of data

Evidence Guide

EVIDENCE GUIDE

9) This provides essential advice for assessment of the competency standard unit and must be read in conjunction with the Performance Criteria and the range statement of the competency standard unit and the Training Package Assessment Guidelines. The Evidence Guide forms an integral part of this Competency Standard Unit and shall be used in conjunction with all component parts of this unit and, performed in accordance with the Assessment Guidelines of this Training Package.

Overview of Assessment 9.1)

Longitudinal competency development approaches to assessment, such as Profiling, require data to be reliably gathered in a form that can be consistently interpreted over time. This approach is best utilised in Apprenticeship programs and reduces assessment intervention. It is the Industry's preferred model for apprenticeships. However, where summative (or final) assessment is used it is to include the application of the competency in the normal work environment or, at a minimum, the application of the competency in a realistically simulated work environment. It is recognised that, in some circumstances, assessment in part or full can occur outside the workplace. However, it must be in accord with Industry and, Regulatory policy in this regard.

Methods chosen for a particular assessment will be influenced by various factors. These include the extent of the assessment, the most effective locations for the assessment activities to take place, access to physical resources, additional safety measures that may be required and the critical nature of the competencies being assessed.

The critical safety nature of working with electricity, electrical equipment, gas or any other hazardous substance/material carries risk in deeming a person competent. Hence, sources of evidence need to be 'rich' in nature so as to minimise error in judgment. Activities associated with normal every day work have a bearing on the decision as to how much and how detailed the data gathered will contribute to its 'richness'. Some skills are more critical to

safety and operational requirements while the same skills may be more or less frequently practiced. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments. Sample assessment instruments are included for Assessors in the Assessment Guidelines of this Training Package.

**Critical aspects
of evidence
required to
demonstrate
competency in
this unit** 9.2)

Before the critical aspects of evidence are considered all prerequisites shall be met.
Evidence for competence in this unit shall be considered holistically. Each element and associated Performance Criteria shall be demonstrated on at least two occasions in accordance with the “Assessment Guidelines – UET12”. Evidence shall also comprise:

- A representative body of Performance Criteria demonstrated within the timeframes typically expected of the discipline, work function and industrial environment. In particular this shall incorporate evidence that shows a candidate is able to:
 - Implement Occupational Health and Safety workplace procedures and practices including the use of risk control measures as specified in the Performance Criteria and range; and
 - Apply sustainable energy principles and practices as specified in the Performance Criteria and range; and
 - Demonstrate an understanding of the essential knowledge and associated skills as described in this unit to such an extent that the learner’s performance outcome is reported in accordance with the preferred approach; namely a percentile graded result, where required by the regulated environment; and
 - Demonstrate an appropriate level of employability skills; and
- Conduct work observing the relevant Anti Discrimination legislation, regulations, policies and workplace procedures; and
- Demonstrated performance across a representative range of contexts from the prescribed items below:

Range of tools/equipment/materials/procedures/workplaces/other variables		
Group No	The minimum number of items on which skill is to be demonstrated	Item List
A	All of the following:	Identification of potential environmental hazards. Practical application of environmental legislation and codes of practice. Implement control measure(s) to eliminate/reduce environmental hazard(s)/incident. Apply incident reporting/recording/investigation procedures. Maintain a safe and clean workplace environment. Apply safe manual handling techniques.
B	At least one occasion	Dealing with an unplanned event by drawing on essential knowledge and associated skills to provide appropriate solutions incorporated in the holistic assessment with the above listed items.

**Context of and
specific
resources for
assessment** **9.3)**

This unit should be assessed as it relates to normal work practice using procedures, information and resources typical of a workplace. This should include:

- OHS policy and work procedures and instructions.
- Suitable work environment, facilities, equipment and materials to undertake environmental and incident response procedures

In addition to the resources listed above, in context of and specific resources for assessment, evidence should show demonstrated competency working in a variety of conditions and realistic environments

**Method of
assessment** **9.4)**

This Competency Standard Unit shall be assessed by methods given in Volume 1, Part 3 “Assessment Guidelines”.

Note:

Competent performance with inherent safe working practices is expected in the Industry to which this Competency Standard Unit applies. This requires that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and associated skills described in this unit.

**Concurrent
assessment and
relationship with
other units** **9.5)**

For optimisation of training and assessment effort, competence in this unit may be assessed concurrently with the following units:

- | | |
|--------------|--|
| UEENEEE101A | Apply Occupational Health Safety regulations, codes and practices in the workplace |
| UETTD RTP22A | Establish and reinstate a power systems transmission structure work site |
| UETTD RTP23A | Erect power systems transmission structures |

UETTD RTP24A Erect power systems transmission structure
hardware

Range Statement

RANGE STATEMENT

10) This relates to the competency standard unit as a whole providing the range of contexts and conditions to which the Performance Criteria apply. It allows for different work environments and situations that will affect performance.

This Competency Standard Unit shall be demonstrated in relation to complying with environmental and incident response procedures.

The following constants and variables included in the element/Performance Criteria in this unit are fully described in the Definitions Section 1 of this volume and form an integral part of the Range Statement of this unit:

- Appropriate and relevant persons (see Personnel)
- Appropriate authorities
- Appropriate work platform
- Assessing risk
- Authorisation
- Confined space
- Documenting detail work events, record keeping and or storage of information
- Drawings and specifications
- Emergency
- Environmental and sustainable energy procedures
- Environmental legislation.
- Established procedures
- Fall prevention
- Hazards
- Identifying hazards
- Legislation
- MSDS
- Notification
- OHS practices
- OHS issues
- Permits and/or permits to work
- Personnel
- Quality assurance systems
- Requirements

Unit Sector(s)

Not applicable.

Competency Field

Competency Field 11)

Entry Level – Cross Discipline Units.