Modification history

Release	Comments
Release 1	This version released with PPM Pulp and Paper Manufacturing Training Package Version 3.0.

PPMWHS4XX	Identify, assess and control work health and safety risk in own work
Application	This unit of competency describes the skills and knowledge required to identify hazards and control risk in the workplace in relation to a product or system of work to ensure workplace safety. The unit applies to those technicians or specialists who assess and address work health and safety risk, to ensure their own safety, as well as that of others, in a pulp or paper manufacturing facility. No licensing, legislative or certification requirements apply to this unit at the time of publication.
Prerequisite Unit	Nil
Unit Sector	Work Health and Safety (WHS)

Elements	Performance Criteria
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Identify hazards and assess risk associated with a product or system of work	1.1. Map production processes of the product or system of work 1.2. Identify hazards at each stage of the production process 1.3. Analyse the hazards, systematically, to identify risk of injury, illness or damage arising from the hazard 1.4. Identify factors contributing to the risk 1.5. Assess and evaluate the product or system of work against provisions of relevant work health and safety legislation, standards, codes of practice, compliance codes or guidance material 1.6. Consult potential users of the product or system of work
2. Control the risk of a product or system of work	2.1. Develop risk controls based on the hierarchy of control 2.2. Design fail-to-safe action into the product or system of work where there is a high consequence work health and safety risk to minimise the impact of possible failure or defect 2.3. Monitor product or work system development as it evolves to identify new hazards and to manage any developing risk 2.4. Use a risk register to document residual risk and recommended actions to minimise risk 2.5. Recognise personal professional limitations and seek expert advice as required 2.6. Communicate the risk management process and resultant risk register to those who may use or interact with the product or system of work 2.7. Document hazard identification, risk assessment and risk control processes and make available to those who may be affected
3. Identify hazards and assess risks in own work	3.1. Identify and access sources of work health and safety information. 3.2. Identify and eliminate hazards, and report residual risk according to organisational procedures 3.3. Use a risk register to document residual risk and actions to minimise risk based on the hierarchy of control

Elements	Performance Criteria
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
4. Control risk in own work	4.1. Check work practices follow documented work procedures 4.2. Confirm work planning and conduct takes account of residual risk register 4.3. Identify, address and/or report deficiencies in risk controls 4.4. Maintain work health and safety records as required 4.5. Recognise personal professional limitations and seek expert advice as required

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Learning skills to:	• assess and identify own capabilities applying work health and safety procedures
Oral communication skills to:	• adjust language and communicate style to communicate with personnel in the work team, other work teams, managers and expert advisers about workplace safety.
Reading skills to:	• interpret work health and safety legislation, standards, guidance material and benchmarks
Writing skills to:	• complete workplace records accurately and legibly, using clear language and industry terminology

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
PPMWHS4XX Identify, assess and control work health and safety risk in own work	PPMWHS410 Identify, assess and control WHS risk in own work	Changes to unit title, performance criteria and foundation skills, performance and knowledge evidence. Assessment conditions revised.	Equivalent

Links	Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=12998f8d-d0ac-40bc-a69e-72a600d4fd93

TITLE	Assessment requirements for PPMWHS4XX Identify, assess and control work health and safety risk in own work

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has addressed the work health and safety risks of a product or system specific to own technical or specialist workplace role in relation to own health and safety, and to the health and safety of others who may be affected by their work, including:
- accessed, interpreted and applied work health and safety information, including work health and legislation, standards, codes of practice, compliance codes and guidance material
- conducted risk assessments and analysed effectiveness of control measures
- analysed work systems and monitored safety performance
- assessed compliance with work health and safety legislation or procedures
- used a risk register to record actions addressed and residual risks
- reported work health and safety issues to designated personnel, using adequate records.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this units. This includes knowledge of:
- difference between hazards and risk
- sources of WHS information both internal and external to the organisation
- key requirements of work health and safety legislation and regulatory requirements relevant to pulp and paper manufacturing work sites
- legislative requirements and organisational procedures related to work health and safety including:
- hazard identification, risk assessment and control
- consultation and participation
- incident investigation
- risk controls including eliminating hazards or minimizing risks
- hazard, incident and injury reporting
- record keeping
- common pulp and paper manufacturing workplace hazards including chemicals, bodily fluids, noise, manual handling, work postures, underfoot hazards, slips and trips, moving parts of machinery, mobile plant, fatigue, stress, bullying and occupational violence
- guidance material including codes of practice and compliance codes relevant to the pulp and paper manufacturing work sites
- requirements for hazard identification and hazard identification processes
- principles of risk management, including risk analysis
- the hierarchy of control and its application.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:
- physical conditions:
    - skills must be demonstrated in pulp or paper manufacturing facility or an environment that accurately represents workplace conditions
- resources, equipment and materials:
    - work health and safety systems and processes
- specifications
    - workplace procedures relating work health and safety requirements and processes
    - relevant work health and safety legislation and regulations
- relationships:
    - relevant personnel for the purposes of communicating information.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links	Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=12998f8d-d0ac-40bc-a69e-72a600d4fd93