Australian Government

BSBWHS508A Manage WHS hazards associated with plant

Release 1

INDUSTRY
SKILLS
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BSBWHS508A Manage WHS hazards associated with plant

Modification History

Release	Comments
Release 1	This Unit first released with *BSB07 Business Training Package version 7.0*. Replaces and is equivalent to BSBOHS506B Monitor and facilitate the management of hazards associated with plant.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to manage work health and safety (WHS) hazards associated with plant and to comply with WHS legislation as it applies to plant.

Application of the Unit

This unit applies to individuals with responsibility for managing WHS hazards associated with plant and eliminating, or where this is not practicable, minimising the risks associated with plant.

The focus is on businesses or undertakings involving management or control of plant.

The focus is not on businesses or undertakings associated with the design of plant; manufacture of plant; supply of plant; installation, construction or commissioning of plant; or issuing of licences associated with plant.

The unit applies to people who work in a range of WHS roles across all industries and who apply a substantial knowledge base and well-developed skills in a wide variety of WHS contexts.

NOTE: The terms Occupational Health and Safety (OHS) and Work Health and Safety (WHS) are equivalent and generally either can be used in the workplace. In jurisdictions where the National Model WHS Legislation has not been implemented RTOs are advised to contextualise the unit of competency by referring to the existing State/Territory OHS legislative requirements.

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Licensing/Regulatory Information

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

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Element	Performance Criteria
Elements describe the essential outcomes of a unit of competency.	*Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.*

Elements and Performance Criteria

1. Comply with WHS legislation as it applies to plant	1.1 Apply knowledge of **WHS legislation** to advise **individuals and parties** of their duties, rights and obligations with regard to plant as appropriate to their **job roles and the nature of the organisation**
	1.2 Ensure the management of **hazards** associated with plant, complies with relevant WHS legislation and organisational policies, procedures, processes and systems
2. Ensure organisational policies, procedures, processes and systems incorporate management of hazards associated with plant	2.1 Apply knowledge of organisational policies, procedures, processes and systems to determine if they effectively manage hazards associated with plant
	2.2 Develop and implement modifications to organisational policies, procedures, processes and systems as necessary to ensure hazards associated with plant are effectively managed
	2.3 Follow organisational policies, procedures, processes and systems when managing hazards associated with plant
3. Identify WHS hazards associated with plant	3.1 Access **sources of information, data and advice** to assist with identifying hazards associated with plant
	3.2 Identify and consult with **others**, as necessary, as part of hazard identification
	3.3 **Record and report** on hazard identification
4. Assess WHS risks associated with plant	4.1 Access sources of information, data and advice to assist with assessing WHS risks associated with plant hazards
	4.2 Identify and consult with others, as necessary, as part of WHS risk assessments
	4.3 Record and report on WHS risk assessments
5. Control WHS risks associated with maintenance and continued safe use of plant	5.1 Access sources of information, data and advice, including the outcomes of risk assessments, to assist with developing risk-control options for hazards associated with the maintenance and continued safe use of plant
	5.2 Identify, consult with and report to others as necessary during all stages of risk control
	5.3 Develop **risk control options** and determine which options will be implemented
	5.4 Implement, evaluate and monitor risk controls
	5.5 Record and report on risk controls
	5.6 Review implemented risk controls and recommend improvements, where necessary

6. Advise on registration, licensing and certification issues associated with plant	6.1 Identify types of plant requiring registration and tasks requiring operator licensing and/or certification, according to legislative requirements
	6.2 Document registration, licensing and certification requirements and communicate them to individuals and parties
	6.3 Identify, document and communicate training requirements to individuals and parties to meet registration, licensing and certification, according to legislative requirements
	6.4 Determine training needs required for new plant and/or new operating methods
	6.5 Ensure training is undertaken and completed prior to commencement of work using new plant and/or new operating methods
	6.6 Monitor and report compliance with regulatory requirements for registration, licensing and certification
	6.7 Identify, document and maintain appropriate records for plant and operator skill requirements

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- analytical skills to:
    - analyse relevant workplace information and data
    - contribute to the assessment of resources needed to manage WHS and where appropriate access these resources
    - identify areas for risk control
    - make observations of workplace tasks and interactions between people, their activities, equipment, environment and systems
- communication skills to:
    - conduct effective formal and informal meetings and communicate effectively with personnel at all levels of the organisation and WHS specialists
    - prepare reports for a range of target groups, including health and safety committees, health and safety representatives, managers, supervisors, and persons conducting businesses or undertakings (PCBUs) or their officers
- consultation and negotiation skills to:
    - develop plans
    - implement and monitor designated actions
- information technology skills to:
    - access and download internal and external information and data on WHS
    - use a range of communication media
- organisational skills to manage own tasks within a timeframe
- project-management skills to achieve change in WHS matters
- research skills to:
    - access relevant WHS information and data
    - identify areas for improvement
    - interpret information and data
- technical skills to use basic measuring equipment, such as scales and dials applicable to specific hazards.

Required knowledge

- basic principles of incident causation and injury processes
- difference between hazard and risk
- factors that impact on risk
- hierarchy of control and considerations for choosing between different risk controls
- high-risk work licences required for specific plant
- internal and external sources of WHS information and data, and how to access them
- language, literacy and cultural profile of the work team
- management of risk associated with plant as a duty of PCBUs or their officers under WHS legislation

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- methods for providing evidence of compliance with WHS legislation
- nature of workplace processes (work flow, planning and control) and hazards relevant to the workplace
- organisational behaviour and culture as they impact on WHS and on change
- organisational culture as it impacts on the work team
- organisational WHS policies, procedures, processes and systems
- other functional areas that impact on the management of WHS
- plant-specific knowledge:
    - basic physics of fluids under pressure and pressure vessels, and the behaviour of pressurised fluid when pressure is released
    - duties, rights and obligations of individuals and parties specified in WHS legislation
    - hazards associated with plant and systems of work associated with plant
    - industry practices related to permit to work, and isolation and tag out systems
    - registration requirements of plant, licensing and certification competencies
- principles and practices of a systematic approach to managing WHS
- strategies for guarding moving parts in machinery; human factors related to machine guarding; and safe design principles, features and limitations
- WHS Acts, regulations, codes of practice and other instruments issued by WHS regulators.

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Evidence Guide

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

Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of the following is essential: • managing effective identification of hazards and developing risk control options for a range of plant, as defined in WHS legislation • knowledge of relevant WHS Acts, regulations and codes of practice • using relevant procedures and systems in the maintenance of plant • implementing general licensing and training requirements associated with plant • using machinery safety control measures to control plant risks.
Context of and specific resources for assessment	Assessment must ensure access to: • manufacturer manuals, including specifications and operational information and data • relevant WHS Acts, regulations, codes of practice, standards and guidelines • sources of information, data and advice • workplace equipment and resources • workplace or simulated workplace.
Method of assessment	A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: • analysis of case studies and scenarios • assessment of written reports on the effectiveness of hazard identification, risk assessment, and control and management actions taken • demonstration of techniques used to identify hazards; assess associated risks; and determine, implement, monitor and evaluate risk control options • direct questioning combined with review of

	portfolios of evidence and third-party reports of on-the-job performance by the candidate • observation of performance in role plays • presentations • review of recording and reporting on hazards associated with plant • review of the system for managing WHS associated with plant.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example: • other BSB07 WHS units.

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. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

WHS legislation may include:	• Acts • regulations • codes of practice.

Individuals and parties may include:	• contractors and subcontractors
	• duty holders as specified in WHS Acts:
	  • PCBUs or their officers
	  • workers
	  • other persons at a workplace
	• WHS entry permit holders
	• WHS inspectors.

Plant may include:	• any machinery, equipment (including scaffolding), or appliance • electrical installation and plant, such as wiring, accessories, fittings, consuming devices, control and protective gear, converters and generators • mobile plant and load-shifting equipment • pressure equipment, such as boilers, pressure vessels and pressure piping.

Job roles and the nature of the organisation may include:	• job roles associated with plant in the organisation
	• how the organisation is involved with one or more of the following:
	  • management or control of plant
	  • design of plant
	  • manufacture of plant
	  • supply of plant
	  • installation, construction or commissioning of plant
	  • plant training
	  • issuing of licences associated with plant.

Hazards may include:	• source of potential harm in relation to:
	  • human injury or ill health
	  • damage to property
	  • damage to the environment

	• a combination of the above.
Sources of information, data and advice may include:	• accident and incident reports • audits • Australian and international standards • commonwealth and state or territory WHS regulators • industry bodies and groups • internet and the organisation's intranet • manufacturer and supplier manuals, specifications and other forms of advice and information • minutes of organisational WHS and other meetings, and other in-house information • Safe Work Australia • unions • WHS legislation • workplace inspections.
Others may include:	• experts in different aspects of the management of hazards associated with plant • individuals and parties as specified above • plant manufacturers, suppliers and designers • WHS inspectors • WHS regulators.
Recording and reporting may include:	• documents describing how tasks, projects, inspections, jobs and processes are undertaken • job and task statements • job safety analysis worksheets • maintenance and service logs, sheets, cards and diaries • standard operating procedures.

Risk control options may include:	• controls for access and egress risks, such as:
	   • to parts of plant that require cleaning or maintenance
	   • to operator's workstation for normal and emergency conditions
	   • systems that enable safe access and egress, such as emergency lighting, safety doors and alarm systems
	• controls for dangerous part risks, such as potential contact or entrapment points to which the operator may be exposed during adjustment, examination, lubrication, maintenance and operation
	• controls for guarding risks, such as:
	   • permanently fixed physical barriers where no

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	access of any part of a person is required
	• interlocking physical barriers where access to dangerous areas is required during operation
	• fixing physical barriers securely by means of fasteners or devices
	• sensing safeguarding systems
	• controls for operational control risks, such as:
	    • being capable of locking in 'off' position to enable disconnection of all motive power and forces
	    • being guarded to prevent unintentional activation
	    • being of fail-safe type
	    • being readily and conveniently located
	    • being suitability identified
	    • having nature and function clearly indicated
	• controls for emergency stops and warning devices, such as:
	    • being able to avoid electrical or electronic circuit malfunction
	    • colouring push buttons, bars or handles red
	    • prominent, clear and durable markings
	• controls for registrations and design of plant
	• controls for operator certification risks
	• developing, documenting and communicating maintenance procedures to ensure plant is safe for use
	• ensuring modifications to plant are safe and suitable for the task and are appropriately documented, and modifying work practices as required for safe operation of plant
	• ensuring purchasing procedures include actions to address WHS implications of plant
	• identifying when permit to work procedures or certification are required to assist in ensuring a safe work environment
	• implementing and monitoring isolation procedures in liaison with individuals and parties to ensure continued safety of maintenance and other personnel
	• monitoring and evaluating maintenance systems for effectiveness, suitability and accuracy to ensure safe operation of plant, and taking action as appropriate

	• responding to and monitoring implementation of permit to work procedures or certification in liaison with individuals and parties.

Unit Sector(s)

Regulation, Licensing and Risk – Work Health and Safety