



Australian Government

SISXRES402A Support implementation of environmental management practices

Release: 3

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Modification History

The release details of this endorsed unit of competency set are in the table below. The latest information is at the top.

Release	Comments
3	Reduction of repetition. No changes to competency outcome.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to support the implementation of environmental management practices within an organisation. The unit focuses on working effectively within organisational management systems to support staff to implement environmental management practices in their work tasks and to review outcomes.

Application of the Unit

This unit applies to those working autonomously and with supervisory roles in a sport, fitness and recreation environment. This includes those in roles such as team leaders, coordinators and facility managers. These roles may be performed in a range of environments, such as leisure centres, fitness venues, sporting facilities and indoor activity centres, or as part of outdoor recreation activities.

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

Elements and Performance Criteria

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.

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| <p>1. Provide information to staff.</p> | <p>1.1. Access and analyse the organisational <i>environmental management plan</i> according to <i>relevant legislation</i> and organisational environmental policies and procedures.</p> <p>1.2. Explain the environmental management plan to staff using appropriate communication strategies.</p> <p>1.3. Convey information about current organisational programs and activities to support the implementation of environmental management practices.</p> |
| <p>2. Assess implementation of environmental management practices.</p> | <p>2.1. Determine scope of staff participation.</p> <p>2.2. Determine barriers to effective staff implementation of organisational environmental management practices.</p> <p>2.3. Identify areas for modification or improvement.</p> <p>2.4. Determine new areas that require implementation of environmental management practices.</p> |
| <p>3. Develop initiatives to improve implementation of environmental management practices.</p> | <p>3.1. Identify, research and collate information to assist staff to apply environmental management practices and to address needs.</p> <p>3.2. Consult with relevant personnel to identify potential <i>programs or activities</i> to improve implementation of environmental management practices.</p> <p>3.3. Identify <i>aims of initiatives</i> for the implementation of environmental practices and expected outcomes.</p> <p>3.4. Assess and determine the most suitable <i>strategies to implement initiatives</i>.</p> <p>3.5. Establish information needs and opportunities for community involvement in supporting the initiatives.</p> |
| <p>4. Implement initiatives to improve staff implementation of</p> | <p>4.1. Identify and access resources within budgetary constraints to support the achievement of required outcomes.</p> |

ELEMENT	PERFORMANCE CRITERIA
environmental management practices.	4.2. Identify physical facilities and equipment in line with organisational budgetary constraints. 4.3. Identify personnel to support the achievement of outcomes. 4.4. Promote organisational programs and activities to implement environmental work practices.
5. Monitor and review initiatives to implement environmental management practices.	5.1. Collect and analyse regular data to provide accurate measures of outcomes and <i>effectiveness of initiative</i> . 5.2. Make comparisons with required outcomes to assess performance and report to manager. 5.3. Make recommendations for changes to strategies and systems as required. 5.4. Implement changes to strategies and systems to ensure outcomes are achieved.

Required Skills and Knowledge

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

Required skills

- communication skills to:
 - liaise with designated personnel to report progress and outcomes of initiatives to support implementation of environmental management practices
 - interact with staff to convey information about organisation environmental management practices
 - elicit information about current barriers to implementing environmental management practices
- problem-solving skills to:
 - review and evaluate outcomes of initiatives to support implementation of environmental management practices
 - make recommendations for improvements to future initiatives
- planning and organising skills to:
 - monitor and implement initiatives and strategies
 - access and use resources necessary to achieve effective outcomes
 - integrate program goals with organisational goals
- language and literacy skills to:
 - read and analyse information about environmental management practices, organisation policies and procedures, and relevant legislation
 - interpret and apply information arising from review processes
- numeracy skills to work within budgetary restraints to plan and implement initiatives, such as programs or activities that support environmental management practices.

Required knowledge

- legislation and organisation policies and procedures to enable analysis of the organisation's environmental management plan
- organisation environmental management plans and objectives to enable the development of initiatives that meet organisational goals as well as broader organisational strategic plans
- environmental issues specific to work practices and work environment to enable the development of initiatives and strategies that address specific environmental management requirements
- environmental efficiency and sustainability practices to enable the development of programs and strategies that are informed by best practice in environmental management
- community needs and expectations to ensure that environmental practices are relevant
- organisation structures and services to identify roles and responsibilities in implementing and monitoring environmental management practices

- training opportunities and networks to enable staff to access learning opportunities
- environmental legislation to enable the development of initiatives that meet legal requirements.

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 ability to:

- analyse organisation's environmental management plan to develop, implement and monitor initiatives that support effective environmental management practices according to organisation policies and procedures
- uses resource efficiently and responsibly according to budgetary constraints to support the achievement of identified outcomes
- apply a continuous improvement approach to evaluate and recommend potential improvements to strategies.

Context of and specific resources for assessment

Assessment must ensure:

- development, implementation and monitoring of practices that support environmental management and are relevant to the individual's current or intended work environment.

Assessment must also ensure access to:

- an organisational management plan relevant to the individual's current or intended work environment
- sources of legislative requirements and organisational environmental management plan.

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:

- observation of interacting with staff to provide information about environmental management practices
- observation of planning, monitoring and modifying initiatives to implement effective environmental management practices
- oral and or written questioning to assess knowledge of environmental management practices and approaches
- third-party reports from a supervisor detailing work

performance over multiple applications

- review of portfolios of evidence to show initiatives undertaken and evaluation outcomes.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SISXRES403A Use resources efficiently.

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.

Environmental management plan may include:

- aims and objectives
- resources
- environmental performance indicators
- energy and water management
- strategies and action plan.

Relevant legislation may include:

- environmental protection
- tenure
- local laws and by-laws
- ordinances

Programs or activities may include:

- business sustainability
- environmental load reduction
- waste minimisation
- waste management
- energy saving.

Aims of initiatives may include:

- raise awareness
- identify problems and make improvements
- increase skills and knowledge
- increase community participation
- encourage feedback for improvement.

Strategies to implement initiatives may include:

- experts or consultants with relevant skills
- workplace environmental projects
- participation in community projects
- tenders for goods and services.

Effectiveness of initiative may include:

- consistency of involvement
- level and quality of training provided
- level and quality of benefit derived
- outcomes achieved and goals for improvement.

Unit Sector(s)

Cross-Sector.

Competency Field

Resource Management.