Modification history

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| Release | Comments |
| Release 2 | This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 3.0. |
| Release 1 | This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 1.0. |

| AHCCHM401 | Develop procedures to minimise risks in the use of chemicals |
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| Application | This unit of competency describes the skills and knowledge required to assess hazards and risks and determine controls and develop procedures to mitigate risks when using chemicals.  The unit applies to individuals who take responsibility for their own work and may provide direction to others. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems. Work is carried out to industry standards.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil |
| Unit Sector | Chemicals (CHM) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1.Identify hazards and risks | 1.1 Identify, source and analyse information relating to safe use of chemicals in industry  1.2 Identify steps in the chemical use process  1.3 Identify hazards and risks for the chemical use process |
| 2.Assess risks and develop control procedures | 2.1 Assess risks associated with chemical use process in the workplace  2.2 Develop control measures and emergency action plans to mitigate risk according to workplace procedures and industry codes of practice  2.3 Develop procedures for risk control for operational activities for chemical use according to industry best practice  2.4 Develop a continuous improvement strategy to address identified deficiencies in risk control procedures |
| 3.Monitor and assess adherence to chemical risk procedures | 3.1 Provide personnel with chemical use procedures, instruction and safety equipment for using chemical control strategies  3.2 Monitor and assess personnel performance against procedures for selecting equipment for chemical use  3.3 Monitor and assess personnel performance against procedures for operational activities of chemical use  3.4 Measure the performance of personnel for following risk control procedures according to industry practice |
| 4.Evaluate risk control measures and maintain records | 4.1 Develop procedures for evaluating the effectiveness of risk control measures  4.2 Identify shortfalls in procedures and document changes required  4.3 Update procedures to reflect required changes according to industry best practice  4.4 Develop and maintain record systems for risk assessment according to industry best practice and legislative and regulatory requirements |

| 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. | |
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| Skill | Description |
| Reading | * Critically analyses information and consolidate to determine risks in chemical control procedures |
| Writing | * Develops procedural material using clear and detailed language in order to convey explicit risk control information |
| Oral Communication | * Presents complex information using clear and convincing language, tone and pace appropriate when briefing personnel on procedures |
| Navigate the world of work | * Works independently or with others in making decisions to achieve organisation outcomes * Contributes to roles and responsibilities of others * Takes full responsibility for following policies, procedures and legislative requirements |
| Interact with others | * Implements strategies for a diverse range of colleagues in order to build rapport and foster strong relationships when instructing and monitoring performance * Elicits feedback and provides feedback to others in order to improve workgroup behaviours and update procedures |
| Get the work done | * Accepts responsibility for planning and sequencing complex tasks and workload * Monitors progress of procedures and reviews and amends them to meet demands and priorities * Applies systematic and analytical decision making processes for complex and non-routine situations |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| AHCCHM401 Develop procedures to minimise risks in the use of chemicals | AHCCHM401 Develop procedures to minimise risks in the use of chemicals | Updated to meet Standards for Training Packages  Changes to Performance Criteria for clarity  Added PC's in Element 1 and Element 4 | Equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72 |

| TITLE | Assessment requirements for AHCCHM401 Develop procedures to minimise risks in the use of chemicals |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.  There must be evidence that on at least one occasion the individual has demonstrated that they have developed procedures to minimise risks in the use of chemicals including:   * sourced information and analysed its content for safe chemical use * identified steps in the chemical use process and identified hazards and risks * assessed the risks and developed risk control procedures to mitigate the risk for chemical use * implemented procedures and monitored and evaluated personnel using procedures * developed a continuous improvement strategy for risk control procedures * implemented, monitored and evaluated a chemical risk control procedure * developed and maintained records for risk assessment. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * sources of chemical safety information including: * Codes of Practice * legislation and regulations * chemical manufacturer labels * safety data sheets * industry requirements relating to chemical use * strategies for identifying hazards, risks and controls * risk factors including: * human * animal health * product integrity * weather * residues and maximum residue levels * spray drift, spillage and environment * principles of transport, handling and storing chemicals * requirements for the disposal of excess chemicals, clearing spillages and equipment clean up * chemical application equipment capabilities and limitations * principles and practices of chemical handling, transporting and storage of chemicals and fumigants * principles and practices of chemical application strategies and equipment including integrated pest management * operational factors to consider in a procedures including: * transport, handling and storage * application methods and equipment * cleaning and decontamination * disposal of waste * record keeping requirements for chemical application and managing risk. |

| Assessment Conditions |
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| Assessment of skills must take place under the following conditions:   * physical conditions: * skills must be demonstrated in a workplace setting or an environment that accurately represents workplace conditions * resources, equipment and materials: * use of specific tools and equipment required to implement the chemical use procedure * use of specific items of personal protective equipment * specifications: * use of specific workplace documents including policies and processes * use of manufacturer’s operating instructions for equipment and machinery * access to safety data sheets * use of workplace instructions and job specifications to inform personnel * access to types of chemical information including legislation, codes of practice, manufacturer instructions * relationships: * team member(s) or work crew * timeframes: * schedules and planned completion dates for a chemical application procedure   Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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