

**Modification history**

Release	Comments
Release 1	This version released with Forest and Wood Products Training Package Training Package Version 7.0

<b>FWPCOR3XXX</b>	<b>Apply safety, health and environment policies and procedures</b>
<b>Application</b>	<p>This unit describes the skills and knowledge required to interpret and apply workplace safety, health and environmental care (SHE) policies and procedures.</p> <p>The unit applies to individuals who are required to apply safety and environmental care procedures as part of forestry operations.</p> <p>All work must be carried out to comply with workplace procedures, according to state/territory health and safety regulations, legislation, standards and industry codes of practice that apply to the workplace.</p> <p>No licensing, legislative or certification requirements at the time of publication.</p>
<b>Prerequisite Unit</b>	Nil
<b>Unit Sector</b>	Forest Growing and Management (FGM) Harvesting and Haulage (HAR) Sawmilling and Processing (SAW) Timber Manufactured Products (TMM) Timber Supply (TMM) Wood Panel Products (WPP) Timber Truss and Frame Design and Manufacture (TMM)

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify workplace SHE goals	1.1 Identify workplace SHE policies and procedures 1.2 Identify and explain the purpose of workplace SHE goals 1.3 Monitor SHE outcomes
2. Assess and control SHE hazards	2.1 Identify SHE hazards and assess associated risks in the workplace 2.2 Address hazards or escalate to appropriate personnel where necessary 2.3 Complete and submit SHE hazard or incident reports to appropriate personnel according to workplace procedures 2.4 Analyse and make suggestions for improving work practices to mitigate SHE hazards
3. Apply SHE policies and procedures	3.1 Perform work tasks in accordance with workplace SHE policies and procedures 3.2 Organise duties, equipment and materials according to SHE policies and procedures 3.3 Apply workplace procedures in responding to SHE incidents and emergencies within scope of responsibilities 3.4 Monitor compliance with SHE policies and procedures and take corrective action if required according to workplace procedures 3.5 Report and record SHE incidents according to workplace procedures. 3.6 Integrate care for the environment, safety and health into all day to day activities

<b>Foundation Skills</b>	
<i>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.</i>	
<b>Skill</b>	<b>Description</b>
Reading	<ul style="list-style-type: none"> <li>Extract routine information from industry guides and standard references on workplace SHE</li> </ul>
Writing	<ul style="list-style-type: none"> <li>Complete workplace forms</li> </ul>
Oral communication	<ul style="list-style-type: none"> <li>Ask open and closed questions and use active listening techniques to seek clarification of SHE hazards and associated risks</li> <li>Provide oral reports on workplace SHE improvement measures</li> </ul>
Numeracy	<ul style="list-style-type: none"> <li>Interpret basic statistics on SHE performance</li> </ul>

<b>Unit Mapping Information</b>			
<b>Code and title current version</b>	<b>Code and title previous version</b>	<b>Comments</b>	<b>Equivalence status</b>
FWPCOR3XXX Apply safety, health and environment policies and procedures	FWPCOR3201 Implement safety, health and environment policies and procedures	Revised unit title  Updated Elements, Performance Criteria Performance Evidence and Assessment Conditions to meet industry requirements	Equivalent

<b>Links</b>	Companion Volumes, including Implementation Guides, are available at VETNet: <a href="https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47">https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47</a>
--------------	--

<b>TITLE</b>	<b>Assessment requirements for FWPCOR3XXX Apply safety, health and environment policies and procedures</b>
<b>Performance Evidence</b>	
<p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.</p> <p>There must be evidence that, on one occasion, the individual has:</p> <ul style="list-style-type: none"> <li>identified workplace safety, health and environmental care (SHE) goals, policies and procedures relevant to own scope of operations</li> <li>assessed, controlled and reported SHE hazards and associated risks in own work area</li> <li>applied workplace SHE policies and procedures in performing a routine work activity.</li> </ul>	
<b>Knowledge Evidence</b>	
<p>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:</p> <ul style="list-style-type: none"> <li>workplace SHE goals, policies and procedures <ul style="list-style-type: none"> <li>purpose of workplace SHE goals, policies and procedures</li> <li>implications of non-compliance with workplace SHE goals, policies and procedures</li> <li>techniques for monitoring compliance with SHE policies and procedures</li> <li>ways of responding to incidents of non-compliance with SHE policies and procedures</li> <li>processes for monitoring workplace SHE outcomes</li> </ul> </li> <li>SHE hazards and associated risks <ul style="list-style-type: none"> <li>types and impact of hazards</li> <li>processes for the assessment, control and reporting of SHE hazards</li> <li>processes for improving work practices to mitigate SHE hazards</li> </ul> </li> <li>SHE incidents and emergencies <ul style="list-style-type: none"> <li>types and impact of SHE incidents and emergencies</li> <li>processes for responding to SHE incidents and emergencies</li> <li>procedures for reporting SHE incidents and emergencies</li> </ul> </li> <li>integrating care for the environment, safety and health into day to day activities <ul style="list-style-type: none"> <li>ways of integrating care for the environment, safety and health into day to day activities</li> <li>reasons for integrating care for the environment, safety and health into day to day activities</li> </ul> </li> </ul>	
<b>Assessment Conditions</b>	
<p>Assessment of the skills in this unit of competency must take place under the following conditions:</p> <ul style="list-style-type: none"> <li>physical conditions: <ul style="list-style-type: none"> <li>skills must be demonstrated in forest or wood products work environment or an environment that accurately represents workplace conditions</li> </ul> </li> <li>resources, equipment and materials: <ul style="list-style-type: none"> <li>personal protective equipment</li> <li>recording tool for reporting SHE hazards and associated risks</li> </ul> </li> <li>specifications: <ul style="list-style-type: none"> <li>access to SHE policies and procedures relevant to the work activity.</li> </ul> </li> </ul> <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p>	
<b>Links</b>	Companion Volumes, including Implementation Guides, are available at VETNet: <a href="https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47">https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47</a>