

Modification history

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

FWPCOR4XXX	Monitor safety, health and environment policies and procedures
Application	<p>This unit of competency describes the skills and knowledge required to monitor the implementation of workplace safety, health and environment (SHE) policies and procedures.</p> <p>The unit applies to individuals working in a broad range of roles and operations in the forest and wood products industry including those engaged in forestry and plantation operations, timber processing and manufacturing, and timber merchandising who are required to monitor the implementation of safety and environmental care procedures.</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>
Prerequisite Unit	Nil
Unit Sector	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. Monitor workplace SHE practices	1.1 Monitor SHE practices for compliance with legislative requirements, environmental management systems and workplace policies and procedures 1.2 Monitor organisation of duties, equipment and materials for compliance with SHE requirements
2. Monitor and assess SHE risks	2.1 Monitor and assess SHE risks and hazards in the work area and report to designated personnel 2.2 Analyse work instructions, practices and procedures to identify areas for improvement in relation to SHE risks and hazards 2.3 Determine and implement changes to work instructions, practices and procedures to mitigate SHE risks and hazards 2.4 Check SHE or incident reports to ensure they reflect workplace procedures and State or Territory legislation
3. Monitor emergency procedures	3.1 Monitor workplace procedures for responding to emergency situations 3.2 Review emergency and evacuation procedures after an emergency, and make suggestions to appropriate personnel about lessons learned and changes required
4. Monitor and make recommendations for improving SHE procedures	4.1 Monitor compliance with workplace SHE procedures 4.2 Monitor training and operational controls to ensure they reflect current SHE procedures 4.3 Conduct progress reviews to assess impact of workplace SHE procedures on workplace health, safety and environmental outcomes 4.4 Make recommendations for integrating care for safety, health and the environment into all workplace procedures

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

Unit Mapping Information			
Code and title current version	Code and title previous version	Comments	Equivalence status
FWPCOR4XXX Monitor safety, health and environment policies and procedures	FWPCOR4201 Monitor safety, health and environment policies and procedures	Updated Elements, Performance Criteria, Foundation Skills, Performance Evidence and Knowledge Evidence to meet industry needs Updated Assessment Conditions	Equivalent

Links	Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47
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TITLE	Assessment requirements for FWPCOR4XXX Monitor safety, health and environment policies and procedures
Performance Evidence	
<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"> monitored safety, health and environment (SHE) practices within a forestry related organisation for compliance with legislative requirements, environmental management systems and workplace policies and procedures monitored and assessed SHE risks within a forestry related organisation monitor emergency procedures within a forestry related organisation monitored and made recommendations for improving SHE procedures within a forestry related organisation. 	

Knowledge Evidence
<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"> applicable Commonwealth, State or Territory legislation, regulations, standards, codes of practice and established safe practices relevant to the full range of processes for monitoring SHE policies and procedures workplace standards, requirements, policies and procedures relevant to monitoring SHE policies and procedures monitoring SHE risks <ul style="list-style-type: none"> types and impact of SHE risks SHE risk and hazard identification ways of assessing and controlling risks processes for monitoring and assessing SHE risks and hazards processes for analyse work instructions, practices and procedures in relation to SHE risks and hazards monitoring emergency procedures <ul style="list-style-type: none"> workplace procedures for responding to emergency situations reasons for monitoring emergency procedures processes for monitoring emergency procedures processes for conducting post emergency reviews monitoring SHE procedures <ul style="list-style-type: none"> types and purpose of SHE procedures processes for monitoring compliance with workplace SHE procedures ways of integrating care for safety, health and the environment into all workplace procedures SHE management systems procedures for recording and reporting workplace information.

Assessment Conditions
<p>Assessment of the skills in this unit of competency must take place under the following conditions:</p> <ul style="list-style-type: none"> physical conditions: <ul style="list-style-type: none"> skills must be demonstrated in forest or wood products work environment or an environment that accurately represents workplace conditions resources, equipment and materials: <ul style="list-style-type: none"> access to forest or wood products work environment to enable monitoring of SHE practices access to workplace SHE records specifications: <ul style="list-style-type: none"> workplace health, safety and environment policy and procedures workplace safety and environmental policies and procedures applicable to forestry operations. <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p>

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