

PRMWM11B Respond to waste emergency

Unit descriptor

This unit of competency describes the response to a range of emergencies which may occur in the management of waste. It requires the ability to act quickly in a methodical, calm manner. These work functions would be carried out under routine supervision within organisational guidelines.

ELEMENT	PERFORMANCE CRITERIA
1 Identify nature of emergency	1.1 Identify details of the nature, type and severity of the <i>emergency</i> including existing and potential hazards and report to <i>appropriate person</i>
2 Respond to emergency	2.1 Identify <i>potential risks and hazards</i> and incorporate into emergency response action 2.2 Follow <i>emergency response procedures</i> in accordance with company requirements and <i>relevant legislation</i> 2.3 Communicate full details of emergency to all <i>relevant parties</i> 2.4 Use <i>emergency and personal protective equipment</i> safely and efficiently in accordance with <i>manufacturers' specifications</i> and company OHS requirements 2.5 <i>Contain and isolate</i> emergency situation, where possible, to minimise danger to surrounding equipment, area, environment, other personnel and general public 2.6 Avoid risks to personnel and follow <i>evacuation procedures</i> in accordance with company requirements 2.7 Take all necessary actions to <i>protect company interests</i> in accordance with company requirements and relevant legislation
3 Review emergency response	3.1 Monitor and evaluate <i>emergency response</i> actions continuously and make modifications to response actions, where appropriate, to reduce the impact of the emergency 3.2 Exercise control of emergency situation until formal relief is notified or received, in accordance with company requirements, OHS and relevant legislation

ELEMENT	PERFORMANCE CRITERIA
4 Assist with clean-up	4.1 Conduct <i>clean-up</i> to remove waste, contamination, equipment and hazards from the emergency site, in accordance with company, legislative and OHS requirements
5 Document and report emergency	5.1 <i>Document</i> and report full details of <i>emergency situation and response actions</i> in accordance with company requirements and relevant legislation

RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables may be present for this particular unit.

Appropriate person includes client, supervisor and team member.

Clean-up includes removal of plant/equipment/vehicle from site, removal/disposal of contaminated soil/liquid, shovelling, sweeping out, use of cleaning products/fluids, use of high pressure water or air-hosing and vacuuming.

Client/company includes all forms of business enterprises in this context including government agencies, local governments/councils, private and public companies, and residents/ratepayers.

Containment and isolation may include:

- bund area
- erect barricades
- move vehicle or equipment away from hazardous area
- seal leaks
- transfer waste
- turn off electricity and gas
- use fire extinguisher
- water-hosing
- [cover drains](#).

Documentation includes but is not limited to:

- authorities notified
- cause or suspected cause of emergency
- damage incurred (including to personnel, vehicle, equipment and general public)
- emergency and personal protective equipment used
- emergency response procedures undertaken
- nature of clean-up
- nature, type, source and severity of emergency

- recommendations for preventing future emergencies
- regulatory authority documents.

Emergency may include chemical reaction, contamination, fire, gas leak, hazardous waste spill, [oil spill](#), powerlines and vehicle accident.

Emergency and personal protective equipment must include:

- emergency procedure guides
- face shield/mask
- hard hat
- hearing protection
- material safety data sheets (MSDS)
- [containment devices such as booms](#)
- spill kit
- [oil absorbent materials](#).

Emergency response/action procedures include but are not limited to:

- clean up
- contain emergency
- equipment/plant isolation and shut-down
- evacuation
- First Aid
- make safe
- notification of authorities
- use of appropriate personal protective equipment.

Evacuation procedures can be found in company requirements, emergency procedures manual and relevant legislation (including occupational health and safety).

Manufacturers' specifications are found in equipment specifications and operator manuals.

Performance of this unit is carried out in accordance with relevant requirements of the following:

- Australian Standards
- environmental regulations
- legislative requirements
- manufacturers' specifications
- OHS procedures
- organisational procedures
- relevant state/territory regulations.

Personal protective equipment required will be cleaned/maintained, stored, worn/fitted in accordance with equipment specifications, company requirements, manufacturers' specifications, and occupational health and safety and other legislation.

Potential risks and hazards are those risks and hazards identified by the organisation that could lead to injury or illness of employees, contractors, visitors or the public; damage to plant, vehicles or property; or that could cause harm to the environment.

This relates to on-site and off-site activities (whether company owned or occupied premises, customer/client premises or public property) over which it could be expected the organisation had control.

Protection of company interests may include collecting details from witnesses, not admitting liability and not talking to media.

Regulated waste identification signage requirements may include:

- classification of dangerous goods
- communications equipment
- First Aid
- hazardous class
- HAZCHEM codes
- packaging group number.

Relevant legislation and codes cover state and federal:

- Australian Code for the Transport of Dangerous Goods by Road or Rail
- duty of care
- industry codes of conduct
- occupational health and safety
- Australian Standards
- environmental protection legislation.

Relevant parties include emergency services, other affected parties, relevant company personnel and relevant environmental protection agency.

Safe operating procedures include any activity or operation conducted on site to ensure health and safety of personnel/equipment in the area.

EVIDENCE GUIDE

Critical aspects of competency

- Identification and communication of nature and details of emergency.
- Following emergency procedures.
- Implementation of correct emergency response.
- Review and modification of emergency response.
- Documentation of emergency situation and response actions in standardised report template (in accordance with company requirements).

Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- HAZCHEM identification systems.
- Waste types and implications in an emergency situation.
- Standard emergency response procedures.

- Basic First Aid appropriate to likely risks and hazards in work environment.
- Methods of containment and isolation of emergencies.
- Confined space procedure.
- Occupational health and safety requirements.
- Duty of care provision of services.
- Relevant industry standards.
- Relevant legislation.
- Relevant industry standards.
- Relevant environmental regulations.
- Emergency procedures.
- OHS hierarchy of control.
- Location of alarms.
- Location of emergency equipment.
- Identification of areas.
- Location of communication equipment.

Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- oral communication skills including questioning, listening, following instructions, giving information, signalling, directing traffic
- written communication skills
- identifying regulated waste types
- following emergency procedure guidelines
- using emergency equipment (including fire extinguisher and spill kit)
- area isolation (including bunding and erecting barriers)
- using personal protective equipment (including breathing apparatus)
- clear thinking and working under pressure
- using communications equipment (two-way radio and mobile phone)
- problem-solving
- following MSDS
- safe and efficient work practices.

Other units of competency that could be assessed with this unit

This unit could be assessed on its own or in combination with other competencies relevant to the job function, for example:

- PRMCMN201A Participate in workplace safety arrangements
- PRMCMN301A Contribute to workplace safety arrangements
- BSBCM215B Participate in environmental work practices.

Resources required to assess this unit

The following resources should be available:

- range of emergency situations

- case studies
- role-play
- emergency equipment and personal protective equipment
- standard emergency procedures
- site safety plan
- MSDS
- OHS requirements.

Gaining evidence to assess this unit

For valid and reliable assessment of this unit, the competency should be demonstrated over a period of time and be observed by the assessor (or assessment team working together to conduct the assessment). The competency is to be demonstrated in a range of situations, which may include customer/workplace interruptions and involvement in related activities normally experienced in the workplace.

Evidence of competency is best obtained by observing activities in the response to a waste emergency in a variety of waste environments. If this is not practicable, observations in realistic simulated environments may be substituted.

Consistency in performance

Assessment requires that the plan meets the objectives of the client and that it complies with industry expectations in the particular client environment. If the environment is narrowly defined or is not representative of industry needs, it may be necessary to use simulated emergencies with a variety of waste characteristics to assess competency in waste emergency response.

Oral questioning or written assessment and hypothetical situations (scenarios) may be used to assess underpinning knowledge. (In assessment situations where the candidate is offered a preference between oral questioning and written audit, questions are to be identical.)

Supplementary evidence may be obtained from relevant authenticated correspondence from existing supervisors, team leaders or specialist training staff.

Note: All practical demonstrations must adhere to the safety and environmental regulations relevant to each state or territory.

Key competency levels

There are a number of processes that are learnt throughout work and life which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added.

Information below highlights how these processes are applied in this competency standard.

- 1** Perform the process **2** Perform and administer the process **3** Perform, administer and design the process

How can communication of ideas and information be applied?	2	Communicate concisely, clearly and effectively to relevant personnel.
How can information be collected, analysed and organised ?	2	Gather information from a number of sources (including regulatory sources and company requirements) about the correct response to waste emergency.
How are activities planned and organised ?	1	Plan detailed requirements throughout the response to waste emergency.
How can teamwork be applied?	1	Liaise effectively with relevant personnel to respond to waste emergency.
How can the use of mathematical ideas and techniques be applied?	1	Document mathematical components of the response to waste emergency report/s.
How can problem-solving skills be applied?	2	Identify possible problems and solutions that may occur throughout the process of responding to waste emergency.
How can the use of technology be applied?	2	Demonstrate the use of technology in a prompt and efficient manner to response to waste emergency.

PRMWM13B Receive waste

Unit descriptor

This unit of competency describes the receipt of all waste types (including regulated and unregulated, solid and liquid) for processing and treatment. It requires the ability to organise and coordinate activity.

ELEMENT

PERFORMANCE CRITERIA

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|---|-------------------------------|--|
| 1 | Organise for receipt of waste | <ul style="list-style-type: none"> 1.1 Review <i>waste receipt schedule</i> to identify all job requirements 1.2 Select appropriate personnel and <i>equipment</i> for waste receipt 1.3 Identify and manage <i>potential risks and hazards</i> to work, in accordance with <i>company requirements</i>, occupational health and safety and other relevant legislation 1.4 Utilise appropriate personnel and/or <i>equipment to maximise safety, efficiency and effectiveness of unloading</i> waste 1.5 Pre-check personal protective equipment to ensure it is not damaged 1.6 Select and fit <i>emergency and personal protective equipment</i> in accordance with job requirements, <i>manufacturers' specifications</i>, company requirements and <i>relevant legislation</i> 1.7 Identify and review the suitability of the designated unloading area to ensure adequate storage capacity and ability to meet <i>unloading requirements</i> |
| 2 | Receive waste | <ul style="list-style-type: none"> 2.1 Screen all waste received to identify <i>waste type and characteristics</i> 2.2 Advise waste generator/deliverer of hazardous waste and disposal 2.3 Advise waste generator/deliverer of other more appropriate re-use/recycling/disposal options 2.4 Identify and handle waste non-conformances in accordance with company requirements and relevant legislation 2.5 Measure and record all waste received in accordance with company requirements and relevant legislation |

ELEMENT**PERFORMANCE CRITERIA**

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|---|-------------------------------|---|
| 3 | Coordinate unloading of waste | <ul style="list-style-type: none"> 2.6 Calculate fee based on waste type and quantity and charge to waste generator/deliverer, in accordance with company accounting requirements 2.7 Receive, record and issue receipt for correct fee payment in accordance with company accounting requirements 2.8 Take a load sample in accordance with company requirements, manufacturers' specifications and relevant legislation |
| 3 | Coordinate unloading of waste | <ul style="list-style-type: none"> 3.1 Give clear <i>directions to unloading site</i> to waste generator/deliverer to ensure safety of personnel involved 3.2 Provide waste generator/deliverer with signalling and instructions to ensure safe and effective unloading in designated unloading area 3.3 Provide unloading assistance in accordance with company requirements and OHS regulations/procedures 3.4 Monitor unloading site to ensure compliance with unloading instructions, containment of waste within designated unloading area and adequate storage capacity |

RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables may be present for this particular unit.

Client/company includes all forms of business enterprises in this context including government agencies, local governments/councils, private and public companies, and residents/ratepayers.

Company requirements are found in briefing papers, job sheets, letters, quality assurance documents, tender/contract documents, verbal or written instructions and work procedures.

Directions to unloading site include maps, signs and arrows, verbal instructions and written directions.

Emergency and personal protective equipment must include:

- communications equipment
- emergency procedure guides
- eye protection
- eyewash kit
- fire extinguishers
- First Aid kit
- gloves
- headgear
- overalls and protective clothing
- safety boots.

Emergency and personal protective equipment could also include:

- breathing apparatus
- face shield/mask
- hard hat
- hearing protection
- material safety data sheets (MSDS)
- [containment devices such as booms](#)
- spill kit
- [oil absorbent materials](#).

Emergency response action/procedures include but are not limited to:

- clean up
- contain emergency
- equipment/plant isolation and shut-down
- evacuation
- First Aid
- make safe
- notification of authorities
- use of appropriate personal protective equipment.

Equipment includes but is not limited to communications equipment, recording equipment, sampling equipment, storage containers, tarpaulin and weighbridge.

Equipment required to assist in unloading may include hoses, load shifting equipment, pumps and vacuums.

Manufacturers' specifications are found in equipment specifications and operator manuals.

Measurement includes number of units, volume and weight.

Performance of this unit is carried out in accordance with relevant requirements of the following:

- Australian Standards
- environmental regulations
- legislative requirements
- manufacturers' specifications
- OHS procedures
- organisational procedures
- relevant state/territory regulations.

Personal protective equipment required will be cleaned, stored and worn/fitted in accordance with company requirements, manufacturers' specifications, and occupational health and safety and other legislation.

Potential risks and hazards are those risks and hazards identified by the organisation that could lead to injury or illness of employees, contractors, visitors or the public; damage to plant, vehicles or property; or that could cause harm to the environment.

This relates to on-site and off-site activities (whether company owned or occupied premises, customer/client premises or public property) over which it could be expected the organisation had control. Risks and hazards may include:

- broken glass/metal
- compaction equipment
- contamination
- dust
- [motor oil](#)
- fire
- gases and fumes
- hazardous waste (e.g. sharps)
- injuries resulting from manual handling and repetitive work
- narrow driveways
- other vehicles and equipment
- overhanging signs
- projectiles
- spark-producing equipment
- unguarded conveyor belt
- weather.

Recording may include:

- accident report
- checklists
- emergency report
- environmental protection authority waste transport certificate

- incident report
- maintenance requirements
- non-conformances
- weighbridge docket.

Relevant legislation and codes cover state and federal:

- anti-discrimination
- Australian Code for the Transport of Dangerous Goods by Road or Rail
- consumer protection
- duty of care
- equal opportunity
- freedom of information
- industrial
- industry codes of conduct
- occupational health and safety
- Australian Standards
- environmental protection legislation
- road laws
- trade practices.

Safe operating procedures include any activity or operation conducted on site to ensure health and safety of personnel/equipment in the area.

Unloading requirements include access to site stable ground conditions, capacity of site, manoeuvrability of vehicles, and minimisation of risks and hazards.

Waste characteristics include but are not limited to:

- containment
- density
- hazard
- level of contamination
- quality
- shape
- size
- volume
- weight.

Waste non-conformances include contamination, inferior quality and unacceptable waste streams.

Waste receipt schedule may include:

- characteristics
- classification
- client details and requirements
- emergency and personal protective equipment requirements

- job sequence and delivery times
- measurement and recording requirements
- personnel requirements
- sampling requirements
- site requirements
- unloading requirements
- vehicle and associated equipment requirements
- waste type
- work schedule.

Waste receipt sites include composting facility, landfill site, materials recovery facility, transfer station, treatment site, waste generator's site and waste processing plant.

Waste types include:

- solid (non-hazardous) e.g. construction and demolition
- liquid (non-hazardous) e.g. chemical and aqueous
- hazardous – regulated, prescribed, quarantined, medical and clinical
- recoverable resources e.g. recyclable and green waste.

EVIDENCE GUIDE

Critical aspects of competency

- Correct interpretation of waste receipt schedule and job requirements.
- Efficient organisation of equipment and personnel requirements.
- Identification of potential risks and hazards to waste receipt and unloading.
- Coordination of unloading.

Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- Waste types, streams and characteristics.
- Waste management options.
- Waste contaminants.
- Waste monitoring (sampling and analytical methods).
- Measurements, including weights and volumes.
- Waste sampling procedures.
- Potential risks and hazards.
- Unloading requirements.
- Waste non-conformances handling.
- Signalling techniques.
- Emergency response procedures.

- Company requirements.
- Occupational health and safety requirements.
- Relevant industry standards.
- Relevant legislation.
- Relevant environmental regulations.
- OHS hierarchy of control.

Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- communication including customer service and liaison, interpersonal, following instructions, giving information, signalling
- reading and interpreting work schedules
- equipment operation
- waste monitoring and sampling
- measurement of waste
- identifying gross weight and payload of vehicle
- record keeping
- calculating (including determining fees and calculating correct change)
- identifying and handling waste non-conformances
- using communications equipment (two-way radio and mobile phone)
- hazard identification and disposal
- safe and efficient work practices
- following MSDS.

Other units of competency that could be assessed with this unit

This unit could be assessed on its own or in combination with other competencies relevant to the job function, for example:

- PRMWM44B Identify wastes and hazards
- PRMCMN201A Participate in workplace safety arrangements
- PRMCMN203A Provide effective client service
- BSATEC303B Maintain computer files
- BSBCM215B Participate in environmental work practices
- BSBCM308A Maintain financial records
- BSBK304A Maintain business records.

Resources required to assess this unit

The following resources should be available:

- waste receipt schedule
- waste receipt area
- personal protective equipment
- OHS requirements
- wastes for receipt

- measurement, recording and fee calculation equipment
- communications equipment
- site safety plan.

Gaining evidence to assess this unit

For valid and reliable assessment of this unit, the competency should be demonstrated over a period of time and be observed by the assessor (or assessment team working together to conduct the assessment). The competency is to be demonstrated in a range of situations, which may include customer/workplace interruptions and involvement in related activities normally experienced in the workplace.

Evidence of competency is best obtained by observing activities in the field and reviewing the receipt of waste under normal industry operating conditions. If this is not practicable, observations in realistic simulated environments may be substituted.

Consistency in performance

Assessment requires that strategies meet the objectives of clients and comply with industry expectations in the particular client environment. If the environment is narrowly defined or is not representative of industry needs, it will be necessary to assess the unit within a variety of waste management environments or different client needs to assess competency in the receipt of waste.

Oral questioning or written assessment and hypothetical situations (scenarios) may be used to assess underpinning knowledge. (In assessment situations where the candidate is offered a preference between oral questioning and written audit, questions are to be identical.)

Supplementary evidence may be obtained from relevant authenticated correspondence from existing supervisors, team leaders or specialist training staff.

Note: All practical demonstrations must adhere to the safety and environmental regulations relevant to each state or territory.

Key competency levels

There are a number of processes that are learnt throughout work and life which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added.

Information below highlights how these processes are applied in this competency standard.

- 1** Perform the process **2** Perform and administer the process **3** Perform, administer and design the process

How can communication of ideas and information be applied?	1	Communicate effectively with waste generator/deliverer
How can information be collected, analysed and organised ?	1	Gather information from a number of sources (including regulatory sources, relevant personnel and company specifications).
How are activities planned and organised ?	1	Prepare activities for appropriate waste receipt.
How can teamwork be applied?	1	Work with appropriate personnel to maximise efficiency and effectiveness of waste receipt processes.
How can the use of mathematical ideas and techniques be applied?	1	Calculate fees accurately.
How can problem-solving skills be applied?	2	Identify and manage possible problems and solutions regarding potential waste receipt risks and hazards.
How can the use of technology be applied?	1	Demonstrate understanding of technological principles and physical skills to use appropriate equipment.

PRMWM17B Store waste

Unit descriptor

This unit of competency describes the storage of all waste types prior to transport and further treatment or disposal, and includes the storage of regulated/unregulated and solid/liquid waste types. The unit also covers the long-term storage of wastes that are unable to be disposed of in any other way. This unit requires the ability to organise activity and apply safe work practices. These work functions would be carried out under routine supervision within organisational guidelines.

ELEMENT

1 Organise for storage of waste

PERFORMANCE CRITERIA

- 1.1 Identify *waste storage requirements* in accordance with *waste type*, length of storage, *company requirements* and *relevant legislation*
- 1.2 Identify and manage *potential risks and hazards* in accordance with company requirements, job requirements, OHS regulations and relevant legislation and report to appropriate personnel
- 1.3 Identify compatibilities where *regulated waste types* are to be stored
- 1.4 Determine amount of waste to be stored to ensure *storage facilities* are adequate to meet the volume of waste to be stored
- 1.5 Select appropriate *storage equipment* in accordance with waste storage requirements, company requirements and relevant legislation
- 1.6 Place correct *waste identification signage* on storage facility where waste is regulated, ensuring full visibility in accordance with company requirements and relevant legislation
- 1.7 Select, pre-check for functionality and cleanliness, and fit *emergency and personal protective equipment* in accordance with job requirements, *manufacturers' specifications*, company requirements and relevant legislation

ELEMENT	PERFORMANCE CRITERIA
2 Store waste	<p>2.1 Correctly identify stored waste and <i>check to ensure integrity of containment</i></p> <p>2.2 Identify and handle <i>waste non-conformances</i> in accordance with company requirements and relevant legislation</p> <p>2.3 Store waste in accordance with storage requirements, company requirements and relevant legislation</p> <p>2.4 Stow only compatible wastes in the storage facility where several regulated waste types are to be stored</p> <p>2.5 Stack, place or decant waste in storage facility in a neat and orderly fashion to maximise use of storage space and ensure integrity of form</p> <p>2.6 Contain, secure and cover stored waste effectively to maintain waste quality and prevent <i>contamination or spillage</i></p>
3 Document waste storage	<p>3.1 Document all <i>details of waste stored</i> accurately and promptly and in accordance with company requirements and relevant legislation</p>

RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables may be present for this particular unit.

Checking integrity of containment should include checks for contamination, drum expansion, **bundling**, gases, leaching, leaks, seals, spillage and unstable form.

Client/company includes all forms of business enterprises in this context including government agencies, local governments/councils, private and public companies, and residents/ratepayers.

Company requirements are found in contract documentation, tender documentation and verbal or written instructions.

Contamination may include exposure to sunlight, infestation, mixing with other waste types, rot or mould, and waterlogging.

Details of waste stored may include:

- amount of waste
- date stored
- date to be dispatched

- monitoring or maintenance requirements
- remaining storage space available
- safety measures undertaken
- special storage provided
- storage space used
- waste type.

Emergency and personal protective equipment must include:

- communications equipment
- eye protection
- eyewash kit
- fire extinguishers
- First Aid kit
- gloves
- overalls and protective clothing
- safety boots.

Emergency and personal protective equipment could also include:

- breathing apparatus
- emergency procedure guides
- face shield/mask
- hard hat
- hearing protection
- material safety data sheets (MSDS)
- [containment devices such as booms](#)
- spill kit
- [oil absorbent materials](#).

Emergency response action/procedures include but are not limited to:

- clean up
- contain emergency
- equipment/plant isolation and shut-down
- evacuation
- First Aid
- make safe
- notification of authorities
- use of appropriate personal protective equipment.

Manufacturers' specifications are found in equipment specifications and operator manuals.

Performance of this unit is carried out in accordance with relevant requirements of the following:

- Australian Standards
- environmental regulations
- legislative requirements
- manufacturers' specifications
- OHS procedures
- organisational procedures
- relevant state/territory regulations.

Personal protective equipment required will be stored, cleaned, worn/fitted in accordance with company requirements, and occupational health and safety and other legislation.

Potential risks and hazards are those risks and hazards identified by the organisation that could lead to injury or illness of employees, contractors, visitors or the public; damage to plant, vehicles or property; or that could cause harm to the environment.

This relates to on-site and off-site activities (whether company owned or occupied premises, customer/client premises or public property) over which it could be expected the organisation had control. Risks and hazards may include:

- broken glass/metal
- compaction equipment
- contamination
- conveyor belt
- dust
- fire
- gases and fumes
- hazardous waste (e.g. sharps)
- injuries resulting from manual handling and repetitive work
- narrow driveways
- other vehicles and equipment
- overhanging signs
- projectiles
- spark-producing equipment
- weather.

Regulated (or prescribed) waste types include all waste declared to be so by the relevant environmental protection authority and the Australian Dangerous Goods Code.

Relevant legislation and codes cover state and federal:

- freedom of information
- industry codes of conduct
- occupational health and safety
- Australian Standards

- environmental protection legislation.

Safe operating procedures include any activity or operation conducted on site to ensure health and safety of personnel/equipment in the area.

Storage equipment may include baling materials, compactor and storage containers.

Storage facility may include:

- bunded area
- bunker
- containers
- pit
- stockpile
- tank
- under awning
- warehouse.

Storage facility may be located at materials recovery facility, treatment site and waste generator's site.

Waste identification signage requirements may include:

- classification of dangerous goods
- emergency information
- fire extinguisher indicator sign
- hazardous class
- HAZCHEM codes
- packaging group number.

Waste non-conformances may include contamination, inadequately contained waste mixing, incompatibles waste, inferior quality and unacceptable waste streams.

Waste storage requirements may include:

- access to storage facility
- amount of waste to be stored
- emergency
- environmental conditions
- equipment
- length of storage
- method of storage
- personal protective equipment
- potential risks and hazards of storage
- security
- signage
- waste compatibilities.

Waste types include:

- solid (non-hazardous) e.g. construction and demolition
- liquid (non-hazardous) e.g. chemical and aqueous
- hazardous – regulated, prescribed, quarantined, medical and clinical
- recoverable resources e.g. recyclable and green waste.

EVIDENCE GUIDE**Critical aspects of competency**

- Accurate determination of waste storage requirements.
- Effective organisation of storage of waste.
- Identification of waste compatibilities.
- Selection of appropriate emergency and personal protective equipment requirements.
- Identification of potential risks and hazards to waste storage.

Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- Waste types and storage requirements.
- Potential risks and hazards in waste storage.
- Waste non-conformance procedures.
- Storage methods.
- Regulated waste compatibilities, storage and signage requirements.
- Emergency response procedures.
- Company requirements.
- Occupational health and safety requirements.
- Duty of care in provision of services.
- Relevant industry standards.
- Relevant legislation.
- Relevant environmental regulations.
- OHS hierarchy of control.

Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- following instructions and writing
- storage equipment operation
- materials handling skills
- identifying and handling waste non-conformances
- identification of waste types
- containing waste
- hazard identification
- safe and efficient work practices

- use of emergency and personal protective equipment
- following MSDS.

Other units of competency that could be assessed with this unit

This unit could be assessed on its own or in combination with other competencies relevant to the job function, for example:

- PRMWM20B Place and compact waste
- PRMWM25B Monitor contained waste
- PRMCMN201A Participate in workplace safety arrangements
- PRMCMN301A Contribute to workplace safety arrangements
- BSBCM215B Participate in environmental work practices
- BSBCM313B Maintain environmental procedures.

Resources required to assess this unit

The following resources should be available:

- waste storage facility
- waste to be stored
- storage requirements
- waste identification signage
- storage equipment
- personal protective equipment
- MSDS
- OHS requirements
- site safety plan.

Gaining evidence to assess this unit

For valid and reliable assessment of this unit, the competency should be demonstrated over a period of time and be observed by the assessor (or assessment team working together to conduct the assessment). The competency is to be demonstrated in a range of situations, which may include customer/workplace interruptions and involvement in related activities normally experienced in the workplace.

Evidence of competency is best obtained by observing activities in this field and reviewing the storage of waste under normal industry operating conditions. If this is not practicable, observations in realistic simulated environments may be substituted.

Consistency in performance

Assessment requires that the plan meets the objectives of the client and that it complies with industry expectations in the particular client environment. If the environment is narrowly defined or is not representative of industry needs, it may be necessary to refer to portfolio case studies of a variety of waste requirements to assess competency in the storage of waste.

Oral questioning or written assessment and hypothetical situations (scenarios) may be used to assess underpinning knowledge. (In assessment situations where the candidate is offered a preference between oral questioning and written audit, questions are to be identical.)

Supplementary evidence may be obtained from relevant authenticated correspondence from existing supervisors, team leaders or specialist training staff.

Note: All practical demonstrations must adhere to the safety and environmental regulations relevant to each state or territory.

Key competency levels

There are a number of processes that are learnt throughout work and life which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added.

Information below highlights how these processes are applied in this competency standard.

- | | | |
|------------------------------|---|---|
| 1 Perform the process | 2 Perform and administer the process | 3 Perform, administer and design the process |
|------------------------------|---|---|

How can communication of ideas and information be applied?	1	Communicating effectively with relevant personnel throughout the storing process.
How can information be collected, analysed and organised ?	1	Gather information from a number of sources (including job requirements, manufacturers' specifications and company requirements) about the storage of waste.
How are activities planned and organised ?	1	Plan activities to store waste in accordance with company requirements and relevant legislation.
How can teamwork be applied?	1	Work effectively with relevant personnel throughout the storage process.
How can the use of mathematical ideas and techniques be applied?	1	Use correct mathematical processes to store waste effectively.
How can problem-solving skills be applied?	1	Discuss possible problems and solutions that may arise throughout the implementation of efficient waste storage processes.
How can the use of technology be applied?	1	Demonstrate understanding of technological principles and physical skills to use appropriate equipment.

PRMWM18B Dispatch processed waste

Unit descriptor

This unit of competency describes the dispatch of all types of waste to a waste treatment plant or waste disposal facility. It requires the ability to organise activity and apply safe work practices.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-------------------------------|---|
| 1 Organise for waste dispatch | <ul style="list-style-type: none"> 1.1 Identify <i>waste dispatch requirements</i> in accordance with <i>waste type, company requirements</i> and <i>relevant legislation</i> 1.2 Schedule and confirm waste dispatch with waste contractor to ensure maximisation of load 1.3 Communicate and confirm waste dispatch details with appropriate waste disposal facility and other relevant regulatory bodies 1.4 Identify and organise appropriate labour required for dispatch activity in accordance with company requirements, <i>manufacturers' specifications</i>, company requirements and relevant legislation 1.5 Select and fit <i>emergency and personal protective equipment</i> in accordance with job requirements, manufacturers' specification, company requirements and relevant legislation 1.6 Identify and handle <i>potential risks and hazards</i> to work in accordance with company requirements, occupational health and safety and other relevant legislation |
| 2 Coordinate loading of waste | <ul style="list-style-type: none"> 2.1 Organise loading site to ensure the safe and efficient loading of waste 2.2 Identify load to be loaded, specific loading requirements and location of loading site to waste contractor 2.3 Provide waste contractor with signalling and instructions to ensure safe and efficient loading 2.4 Monitor loading site to ensure compliance with loading instructions, containment of waste within designated loading area and availability of space for loading |

ELEMENT	PERFORMANCE CRITERIA
	2.5 Provide <i>loading assistance</i> in accordance with company requirements
	2.6 Measure and record dispatched waste in accordance with company requirements and relevant legislation
	2.7 Check load to ensure it is adequately covered, contained and/or secured in accordance with company requirements and relevant legislation
3 Clean up area	3.1 Clear and <i>clean area and equipment</i> to ensure safe and effective future operation in accordance with company requirements
4 Document waste dispatch	4.1 Document all <i>details of dispatch</i> accurately and promptly in accordance with company requirements and relevant legislation

RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables may be present for this particular unit.

Checking integrity of containment should include checks for contamination, drum expansion, **bunding**, gases, leaching, leaks, seals, spillage and unstable form.

Cleaning of area and equipment may include:

- cleaning products/fluids
- high pressure water or air-hosing
- shovelling
- sweeping out
- use of decontamination products
- vacuuming.

Client/company includes all forms of business enterprises in this context including government agencies, local governments/councils, private and public companies, and residents/ratepayers.

Company requirements are found in environmental management plan, job sheets, OHS plan, verbal or written instructions, waste management plan and work procedures.

Contamination may include exposure to sunlight, infestation, mixing with other waste types, rot or mould, and waterlogging.

Details of dispatch may include:

- amount/volume of waste
- date dispatched
- details of transport
- monitoring or maintenance requirements
- relevant environmental protection authority documentation
- safety measures undertaken
- special loading assistance provided
- storage space freed
- waste type.

Emergency and personal protective equipment must include:

- appropriate footwear
- communications equipment
- eye protection
- eyewash kit
- fire extinguishers
- First Aid kit
- gloves
- overalls and protective clothing.

Emergency and personal protective equipment could also include:

- breathing apparatus
- emergency procedure guides
- face shield/mask
- hard hat
- hearing protection
- material safety data sheets (MSDS)
- [containment devices such as booms](#)
- spill kit
- [oil absorbent materials](#).

Emergency response action/procedures include but are not limited to:

- clean up
- contain emergency
- equipment/plant isolation and shut-down
- evacuation
- First Aid
- make safe
- notification of authorities

- use of appropriate personal protective equipment.

Equipment includes but is not limited to:

- baling materials
- calculator
- chains and dogs
- communications equipment
- compactor
- crane
- earthmoving equipment
- forklift
- generator
- hoses
- lifting equipment
- load binder winches
- loader
- plastic sheeting
- pumps
- recording equipment
- regulated waste identification signage
- rope
- sampling equipment
- scales
- scraper
- shovel
- storage containers (bins, hoppers, containers, skips, crates, drums, garbage bags, mobile garbage bins, garbage bins, freight containers)
- tape
- tarpaulin
- trolley
- vacuums
- weighbridge.

Loading assistance may include cart lifter, high pressure vacuum loading, load by hand, shovelling and use of forklift.

Manufacturers' specifications are found in equipment specifications and operator manuals.

Performance of this unit is carried out in accordance with relevant requirements of the following:

- Australian Standards
- environmental regulations
- legislative requirements

- manufacturers' specifications
- organisational procedures
- relevant state/territory regulations.

Personal protective equipment required will be stored, maintained and worn/fitted in accordance with company requirements and occupational health and safety and other legislation.

Potential risks and hazards are those risks and hazards identified by the organisation that could lead to injury or illness of employees, contractors, visitors or the public, damage to plant, vehicles or property, or that could cause harm to the environment.

This relates to on-site and off-site activities (whether company owned or occupied premises, customer/client premises or public property) over which it could be expected the organisation had control.

Regulated (or prescribed) waste includes all waste declared to be so by the relevant environmental protection authority and the Australian Dangerous Goods Code.

Regulated waste identification signage requirements may include:

- classification of dangerous goods
- emergency information panels
- fire extinguisher indicator sign
- hazardous class
- HAZCHEM codes
- packaging group number.

Relevant legislation and codes cover state and federal:

- duty of care
- industry codes of conduct
- occupational health and safety legislation
- Australian Standards
- environmental protection legislation.

Safe operating procedures include any activity or operation conducted on site to ensure health and safety of personnel/equipment in the area.

Storage facility may include:

- bunded area
- bunker
- containers
- pit
- stockpile
- tank
- truck
- under awning
- warehouse.

Waste dispatch requirements may include:

- access to storage facility and loading site
- amount of waste to be dispatched
- arrival and departure times
- destination
- emergency and personal protective equipment
- environmental conditions
- legislative requirements for loading and transport
- loading equipment
- method of containment
- method of loading
- potential risks and hazards of loading
- security
- signage
- transport method
- transportation requirements
- waste compatibilities.

Waste storage and disposal facility may be located at:

- composting facility
- landfill site
- materials recovery facility
- transfer station
- treatment site
- waste generator's site
- waste processing site.

Waste types include:

- solid (non-hazardous) e.g. construction and demolition
- liquid (non-hazardous) e.g. chemical and aqueous
- hazardous – regulated, prescribed, quarantined, medical and clinical
- recoverable resources e.g. recyclable and green waste.

EVIDENCE GUIDE

Critical aspects of competency

- Correct interpretation of waste dispatch job requirements.
- Organisation of equipment and personnel.
- Liaison with waste disposal facility and relevant regulatory bodies.
- Determining emergency and personal protective equipment requirements.
- Identification of potential risks and hazards to waste loading.
- Coordination of loading.

Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- Measurements, including weights and volumes.
- Potential risks and hazards.
- Loading requirements.
- Types of loading equipment.
- Signalling techniques.
- Emergency response procedures.
- Occupational health and safety requirements.
- Duty of care in provision of services.
- Relevant industry standards.
- Relevant legislation.
- Relevant environmental regulations.
- OHS hierarchy of control.

Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- communication including liaison, interpersonal and signalling
- measurement of waste
- materials handling skills
- using communications equipment (two-way radio and mobile phone)
- reading graduated device
- hazard identification
- safe and efficient work practices
- use of emergency and personal protective equipment
- following MSDS.

Other units of competency that could be assessed with this unit

This unit could be assessed on its own or in combination with other competencies relevant to the job function, for example PRMWM19B Prepare waste for re-use.

Resources required to assess this unit

The following resources should be available:

- waste dispatch requirements
- contact with waste contractor, disposal facility, etc
- personal protective equipment
- MSDS
- communications equipment
- waste measurement and recording equipment

- waste for dispatch
- OHS requirements
- site safety plan.

Gaining evidence to assess this unit

For valid and reliable assessment of this unit, the competency should be demonstrated over a period of time and be observed by the assessor (or assessment team working together to conduct the assessment). The competency is to be demonstrated in a range of situations, which may include customer/workplace interruptions and involvement in related activities normally experienced in the workplace.

Evidence of competency is best obtained by observing activities in this field and reviewing dispatch of waste under normal industry operating conditions. If this is not practicable, observations in realistic simulated environments may be substituted.

Consistency in performance

Assessment requires that the plan meets the objectives of the client and that it complies with industry expectations in the particular client environment. If the environment is narrowly defined or is not representative of industry needs, it may be necessary to refer to portfolio case studies of a variety of waste requirements to assess competency in the dispatch of waste.

Oral questioning or written assessment and hypothetical situations (scenarios) may be used to assess underpinning knowledge. (In assessment situations where the candidate is offered a preference between oral questioning and written audit, questions are to be identical.)

Supplementary evidence may be obtained from relevant authenticated correspondence from existing supervisors, team leaders or specialist training staff.

Note: All practical demonstrations must adhere to the safety and environmental regulations relevant to each state or territory.

Key competency levels

There are a number of processes that are learnt throughout work and life which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added.

Information below highlights how these processes are applied in this competency standard.

- 1** Perform the process **2** Perform and administer the process **3** Perform, administer and design the process

How can communication of ideas and information be applied?	1	Communicate clearly and effectively with waste contractors throughout the dispatch process.
How can information be collected, analysed and organised ?	1	Gather information from a number of sources (including job requirements, manufacturers' specifications and company requirements) about the dispatch of waste.
How are activities planned and organised ?	2	Plan and organise activities to dispatch waste in accordance with company requirements and relevant legislation.
How can teamwork be applied?	1	Work effectively with relevant personnel throughout the dispatch process.
How can the use of mathematical ideas and techniques be applied?	1	Use correct mathematical processes to dispatch waste effectively.
How can problem-solving skills be applied?	1	Discuss possible problems and solutions that may arise throughout the implementation of efficient waste dispatch processes.
How can the use of technology be applied?	1	Demonstrate understanding of technological principles and physical skills to use appropriate equipment.

PRMWM44B Identify wastes and hazards

Unit descriptor

This unit of competency covers the identification of a range of wastes and potential risks and hazards that may be present in the work environment.

ELEMENT	PERFORMANCE CRITERIA
1 Identify wastes	1.1 Identify <i>characteristics of wastes</i> 1.2 Differentiate types of wastes by <i>waste stream</i> 1.3 Identify dangerous and hazardous wastes 1.4 Identify contaminants present in waste 1.5 Obtain further information on waste by questioning appropriate personnel to ensure correct identification
2 Identify hazards	2.1 Identify <i>potential risks and hazards</i> present in work environment

RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables may be present for this particular unit.

Characteristics of wastes include but are not limited to:

- containment
- density
- hazard
- level of contamination
- quality
- shape
- size
- volume
- weight.

Contamination may include inferior quality and unacceptable waste streams.

Emergency and personal protective equipment must include:

- appropriate footwear
- communications equipment
- eye protection
- eyewash kit
- fire extinguishers

- First Aid kit
- gloves
- overalls and protective clothing.

Emergency and personal protective equipment could also include:

- breathing apparatus
- emergency procedure guides
- face shield/mask
- hard hat
- hearing protection
- material safety data sheets (MSDS)
- [containment devices such as booms](#)
- spill kit
- [oil absorbent materials](#).

Performance of this unit is carried out in accordance with relevant requirements of the following:

- Australian Standards
- environmental regulations
- legislative requirements
- manufacturers' specifications
- organisational procedures
- relevant state/territory regulations.

Potential risks and hazards are those risks and hazards identified by the organisation that could lead to injury or illness of employees, contractors, visitors or the public; damage to plant, vehicles or property; or that could cause harm to the environment.

This relates to on-site and off-site activities (whether company owned or occupied premises, customer/client premises or public property) over which it could be expected the organisation had control.

Relevant legislation and codes cover state and federal:

- duty of care
- industry codes of conduct
- occupational health and safety
- Australian Standards
- environmental protection legislation.

Waste streams include:

- construction and demolition
- dangerous goods
- green waste
- hazardous substances
- municipal waste

- putrescibles
- oil
- recyclables
- solid inert.

EVIDENCE GUIDE

Critical aspects of competency

- Ability to correctly identify a range of waste streams, hazardous wastes and waste contaminants.
- Ability to identify a range of potential risks and hazards present in the work environment.

Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- Waste types, streams and characteristics.
- Waste contaminants.
- Potential risks and hazards.
- Occupational health and safety requirements.
- Relevant environmental regulations.
- OHS hierarchy of control.

Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- communication including following instructions
- reading and interpreting work requirements
- identification of waste types
- identification of waste contamination
- hazard identification
- safe and efficient work practices
- use of emergency and personal protective equipment
- following MSDS.

Resources required to assess this unit

The following resources should be available:

- range of waste types/streams for identification
- OHS requirements
- personal protective equipment
- work environment in which to identify range of potential risks and hazards.

Gaining evidence to assess this unit

For valid and reliable assessment of this unit, the competency should be demonstrated over a period of time and be observed by the assessor (or assessment team working together to conduct the assessment). The competency is to be demonstrated in a range of situations, which may include customer/workplace interruptions and involvement in related activities normally experienced in the workplace.

Evidence of competency is best obtained by observing activities in the field and reviewing the identification of wastes and hazards. If this is not practicable, observations in realistic simulated environments may be substituted.

Consistency in performance

Assessment requires that strategies meet the objectives of clients and comply with industry expectations in the particular client environment. If the environment is narrowly defined or is not representative of industry needs, it will be necessary to assess the unit within a variety of waste management environments or different client needs to assess competency in the identification of wastes and hazards.

Oral questioning or written assessment and hypothetical situations (scenarios) may be used to assess underpinning knowledge. (In assessment situations where the candidate is offered a preference between oral questioning and written audit, questions are to be identical.)

Supplementary evidence may be obtained from relevant authenticated correspondence from existing supervisors, team leaders or specialist training staff.

Note: All practical demonstrations must adhere to the safety and environmental regulations relevant to each state or territory.

Key competency levels

There are a number of processes that are learnt throughout work and life that are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added.

Information below highlights how these processes are applied in this competency standard.

- | | | |
|------------------------------|---|---|
| 1 Perform the process | 2 Perform and administer the process | 3 Perform, administer and design the process |
|------------------------------|---|---|

How can communication of ideas and information be applied?	1	Discuss with colleagues, clients and relevant personnel all aspects of wastes and hazards.
How can information be collected, analysed and organised ?	2	Gather and analyse information from a number of sources (including relevant legislation and company requirements to identify wastes and possible hazards.
How are activities planned and organised ?	2	Plan and organise meetings and communicate opportunities with colleagues to discuss waste identification and hazards.
How can teamwork be applied?	1	Work cooperatively with colleagues to identify wastes and hazards.
How can the use of mathematical ideas and techniques be applied?	1	Use relevant numerical calculations accurately.
How can problem-solving skills be applied?	1	Identify and solve risk elements in the waste and hazard identification process.
How can the use of technology be applied?	1	Demonstrate understanding of technological principles and physical skills to use appropriate equipment.