

The optional HSC examination is based on this examinable unit of competency as detailed in Section 11.3 of Part A.

Training Package	Construction, Plumbing and Services Integrated Framework (CPC08)		HSC Requirements and Advice
Unit title	Apply OHS requirements, policies and procedures in the construction industry		
Unit code	Competency field	Unit sector	HSC Indicative Hours
CPCCOHS2001A	Common	Construction	15

Unit descriptor	This unit of competency specifies the outcomes required to carry out OHS requirements through safe work practices at any on or off-site construction workplace. It requires the performance of work in a safe manner through awareness of risks and work requirements, and the planning and performance of safe work practices with concern for personal safety and the safety of others.
Prerequisite units	Nil
Co-requisite units	Nil
Application of the unit	<p>This unit of competency covers fundamental OHS necessary to undertake work tasks within any sector in the construction industry. It includes the identification of hazardous materials, including asbestos, and compliance with legislated work safety practices. It does not cover removal of asbestos, which is a licensed activity.</p> <p>The unit relates directly to the general induction training program specified by the <i>National Code of Practice for Induction Training for Construction Work</i> (ASCC 2006) required to enter a construction work site. Completion of unit CPCCOHS1001A covers this requirement.</p>
Employability skills	This unit contains employability skills.

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	Context of and specific resources for assessment	Method of assessment
This unit of competency could be assessed in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.	<p>A person who demonstrates competency in this unit must be able to provide evidence of the ability to:</p> <ul style="list-style-type: none"> correctly locate, interpret and apply relevant information, standards and specifications comply with a site safety plan, 	<p>This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.</p> <p>Assessment of essential underpinning knowledge will usually be conducted in an</p>	<p>Assessment methods <u>must</u>:</p> <ul style="list-style-type: none"> satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Integrated Framework Training Package include direct observation of tasks in real or simulated work conditions, with

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	Critical aspects for assessment and evidence required to demonstrate competency in this unit cont/d	Context of and specific resources for assessment	Method of assessment
	<p>organisational policies, OHS regulations and state and territory legislation applicable to workplace operations, including quality requirements</p> <ul style="list-style-type: none"> • <i>correctly identify ACM and policies and procedures for reporting this to designated personnel</i> • <i>effectively communicate and work safely with others</i> • <i>apply general procedures for responding to incidents and reporting hazards and injuries</i> • <i>select and use firefighting equipment to extinguish a simulated mechanical fire</i> • <i>evacuate a site through simulated response to an emergency, complying with workplace procedures.</i> 	<p>off-site context.</p> <p>Assessment is to comply with relevant regulatory or Australian standards' requirements.</p> <p>Resource implications for assessment include:</p> <ul style="list-style-type: none"> • an induction procedure and requirement • realistic tasks or simulated tasks covering the mandatory task requirements • relevant specifications and work instructions • tools and equipment appropriate to activity • support materials appropriate to applying safe work practices • workplace instructions relating to safe work practices and addressing hazards and emergencies • material safety data sheets • research resources, including industry related systems information. <p>Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.</p>	<p>questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application</p> <ul style="list-style-type: none"> • reinforce the integration of employability skills with workplace tasks and job roles • confirm that competency is verified and able to be transferred to other circumstances and environments. <p>Validity and sufficiency of evidence <u>requires</u> that:</p> <ul style="list-style-type: none"> • competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace • where the assessment is part of a structured learning experience the evidence collected must be related to a number of performance assessments at different points in time and separated by further learning and practice, with a decision on competency only taken at the point when the assessor has complete confidence in the person's demonstrated ability and applied knowledge • all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence. <p>Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.</p> <p>Supplementary evidence of competency may be obtained from relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.</p>

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Required Skills and Knowledge		HSC Requirements and Advice
This section describes the skills and knowledge required for this unit.		
<p>Required skills</p> <p>Required skills for this unit are:</p> <ul style="list-style-type: none"> • ability to accurately recognise OHS hazards, including asbestos and take all opportunities to alleviate safety problems in a variety of construction work sites and environments • capacity to deal calmly and effectively with any potential safety problems and work closely with other team members and supervisors to ensure safe working conditions are maintained • communication skills to: <ul style="list-style-type: none"> – determine and report hazards and risks – enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand – follow instructions – read and interpret: <ul style="list-style-type: none"> ▪ MSDS, JSA and safe work method statements ▪ other relevant documentation – use language and concepts appropriate to cultural differences – use and interpret non-verbal communication, such as hand signals – written skills to contribute to reports • identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials • organisational skills, including the ability to plan and set out work • teamwork skills to work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities • technological skills to: <ul style="list-style-type: none"> – use a range of mobile technology, such as two-way radio and mobile phones – voice and hand signals to access and understand site-specific instructions. 	<p>Required knowledge</p> <p>Required knowledge for this unit is:</p> <ul style="list-style-type: none"> • asbestos management code prevention of exposure • basic first aid procedures • common construction industry terminology • common workplace safety hazards and risks and procedures for reporting these to designated personnel • construction industry communications equipment and use • construction industry health and safety signage • emergency response and evacuation procedures • JSA and safe work method statements • MSDS • OHS hierarchy of control and role of OHS committees and representatives • relevant legislation, regulations and workplace requirements relating to OHS, including hazard reduction and personal safety, including duty of care responsibilities, workers' compensation and injury management requirements • safe manual handling techniques • safe work practices in normal working environment • safety equipment, policies and requirements for working in confined spaces and at height, including on rooves • tools and equipment prohibited for use near identified asbestos-containing materials (ACM) • types of fires and basic firefighting equipment • types, possible location and risks of ACM, including serpentine and amphibole groups, and their use in common building materials • types, purpose and use of construction industry personal protective equipment and clothing • workplace and equipment safety requirements. 	<p>Key Terms and Concepts</p> <ul style="list-style-type: none"> • duty of care • emergency first aid • environmental requirements • evacuation procedures • hazardous materials • hazards • incidents and accidents • JSA/safe work method statement • material safety data sheets (MSDS) • OHS information and documentation • OHS legislative requirements • participation and consultation • personal protective equipment (PPE) • prohibited tools and equipment • project/site safety plan • recording and reporting • responding to incidents and emergencies • risk management • safe work practices • signs and symbols.

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Element	Performance Criteria	Range Statement	HSC Requirements and Advice
1 Identify and assess risks.	1.1 Hazards in the work area are identified, assessed and reported to designated personnel .	<p>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.</p> <p>Hazards include:</p> <ul style="list-style-type: none"> • chemical spills • electrical safety • work in confined spaces • excavations, including trenches • falling objects • fires • gases • hazardous materials • high or very low temperatures • HIV and other infectious diseases • liquids under pressure • manual handling • moving machinery and equipment • noise, dust and vapours • overhanging beams • protrusions • sharp equipment • traffic • ultraviolet (UV) radiation • unplanned collapse • working at heights. <p>Designated personnel to be contacted in case of an emergency, accident, fire or to report a risk such as identification of ACM <u>are:</u></p> <ul style="list-style-type: none"> • designated safety officers, determined by the enterprise, who have undertaken specific safety response training • managers or other senior personnel 	<p>Learning experiences for the HSC must address:</p> <p>An acknowledgement that occupational health and safety (OHS) is everyone’s responsibility in the workplace.</p> <p>The concept of ‘participation’ and ‘consultation’ as it relates to workplace safety and employee rights and responsibilities.</p> <p>An understanding of the election/formation, roles and responsibilities of the OHS representatives or committee in the workplace.</p> <p>Knowledge of designated personnel in relation to hazard identification and control within the workplace/organisation.</p> <p>An understanding of risk management:</p> <ul style="list-style-type: none"> • identify hazards • assess associated risks • use appropriate control measures to eliminate or minimise risks • monitor and review the control measures. <p>Identification of potential hazards to:</p> <ul style="list-style-type: none"> • self • visitors • colleagues • the general public. <p>A range of hazards including:</p> <ul style="list-style-type: none"> • tools, equipment, machinery and plant <ul style="list-style-type: none"> – operation – maintenance • manual handling • materials in use <ul style="list-style-type: none"> – spills – leakages • work processes/practices <ul style="list-style-type: none"> – simultaneous operations – repetitious tasks • work environment

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		<ul style="list-style-type: none"> • personnel competent and/or licensed in the safe handling of asbestos • supervisors. 	<ul style="list-style-type: none"> - poor/inadequate lighting - inadequate amenities - inadequate equipment - poor housekeeping - wet or slippery floors - fire, chemical and electrical hazards - damaged floor coverings - falling objects - noise - dust - temperature variations - ultraviolet (UV) radiation - overhanging beams and protrusions - unplanned collapse - poor ventilation • working <ul style="list-style-type: none"> - alone - with electricity - in confined spaces - in and around excavations - near traffic - near water - at heights - with liquids under pressure - with compressed air • human factors <ul style="list-style-type: none"> - stress - violence/bullying - playing practical jokes - fatigue - failure to follow procedures - lack of training or experience - lack of supervision - carelessness - poor personal health/hygiene - medical/health conditions - using wrong techniques/procedures - ignoring safety rules/signs - taking short cuts - knowingly using unsafe tools/equipment.

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	<p>1.2 Safety risks in the work area are identified, assessed and reported to designated personnel.</p> <p>1.3 <i>Safe work practices, duty of care</i> requirements and safe work instructions are followed for controlling risks.</p>	<p>Safe work practices :</p> <ul style="list-style-type: none"> • <u>include:</u> <ul style="list-style-type: none"> - day to day observation of OHS policies and procedures - emergency procedures - risk assessment - use of basic firefighting equipment • <u>relate to:</u> <ul style="list-style-type: none"> - access to site amenities, such as drinking water and toilets - drugs and alcohol at work - general requirements for safe use of plant and equipment - general requirements for use of personal protective equipment and clothing - housekeeping to ensure a clean, tidy and safer work area - preventing bullying and harassment - smoking in designated areas - storage and removal of debris. <p>Duty of care requirements:</p> <ul style="list-style-type: none"> • <u>relate to:</u> <ul style="list-style-type: none"> - legal responsibility under duty of care to do everything reasonably practicable to protect others from harm - relevant state and territory OHS requirements and include employers and self-employed persons, persons in control of the work site, construction supervisors, designers, manufacturers and suppliers, construction workers, subcontractors and inspectors • may relate to: <ul style="list-style-type: none"> - own responsibilities to comply with safe work practices, including activities that require licences, tickets or certificates of competency. 	<p>Learning experiences for the HSC must address:</p> <p>An awareness of the cost of workplace injury:</p> <ul style="list-style-type: none"> • human • social • economic • organisational. <p>Define:</p> <ul style="list-style-type: none"> • duty of care. <p>Safe work practices and procedures including:</p> <ul style="list-style-type: none"> • OHS induction training (general, work activity and site-specific) • selection, use and maintenance of personal protective equipment (PPE) • access to appropriate communication devices • selection of appropriate tools for the task • correct use, maintenance and storage of tools, equipment and machinery • correct handling, application, labelling, transport and storage of hazardous and non-hazardous materials • safe posture (sitting, standing, bending and lifting) • correct manual handling (lifting and transferring) • location and use of safety alarms and emergency exits • correct use of fire fighting equipment: <ul style="list-style-type: none"> - fire blanket - fire extinguishers <ul style="list-style-type: none"> ▪ class and type of fire ▪ type of extinguisher and identifying colour - fire hydrant and hose • hazard identification and risk control • basic first aid training and access to first aid kits • access to sufficient drinking water • procedures to follow in the event of an emergency • effective communication and teamwork

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			<ul style="list-style-type: none"> • adherence to work instructions, workplace/ company policies and procedures and standard operating procedures • knowledge of construction activities that require licences or permits • housekeeping/clean-up procedures, including waste disposal, with proper consideration of OHS and the environment. <p>A knowledge of correct manual handling techniques when:</p> <ul style="list-style-type: none"> • moving • lifting/carrying items <ul style="list-style-type: none"> - individually - in pairs - with a team • using tools/equipment • placing items down • loading/unloading <ul style="list-style-type: none"> - into general storage - in/out of transport - to/from raised work area • working at heights • bending and twisting • using mechanical aids/lifting equipment • transferring hazardous materials • undertaking repetitious tasks. <p>An awareness of legal requirements for weight limits.</p> <p>Acknowledgement of the importance of training in safe work practices and emergency procedures to meet OHS requirements.</p>
	<p>1.4 OHS, hazard, accident or <i>incident</i> reports are contributed to according to workplace procedures and <i>Australian government and state or territory OHS legislation</i> and relevant <i>information</i>.</p>	<p><i>Incidents include:</i></p> <ul style="list-style-type: none"> • accidents resulting in personal injury or damage to property • near misses or dangerous occurrences that do not cause injury but may pose an immediate and significant risk to persons or property, and need to be reported so that action can be taken to prevent recurrence, 	<p>Learning experiences for the HSC must address:</p> <p>A definition of:</p> <ul style="list-style-type: none"> • accident • incident. <p>An awareness of the differences between:</p> <ul style="list-style-type: none"> • an act

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		<p>for example:</p> <ul style="list-style-type: none"> - breathing apparatus malfunctioning to the extent that the user's health is in danger - collapse of the floor, wall or ceiling of a building being used as a workplace - or collapse or failure of an excavation more than 1.5 metres deep (including any shoring) - collapse or partial collapse of a building structure - collapse, overturning or failure of the load bearing of any scaffolding, lift, crane, hoist or mine-winding equipment - damage to or malfunction of any other major plant - electric shock - electrical short circuit, malfunction or explosion - uncontrolled explosion, fire or escape of gas, hazardous substance or steam - any other unintended or uncontrolled incident or event arising from operations carried on at a workplace. <p>Australian government and state or territory OHS legislative requirements include:</p> <ul style="list-style-type: none"> • Australian standards • construction industry OHS standards and guidelines • duty of care • health and safety representatives, committees and supervisors • JSA and safe work method statements • licences, tickets or certificates of competency • National Code of Practice for Induction Training for Construction Work • national safety standards • OHS and welfare Acts and regulations • safety codes of practice. 	<ul style="list-style-type: none"> • a regulation • codes of practice. <p>A basic understanding of OHS legislation and codes of practice including:</p> <ul style="list-style-type: none"> • <i>Occupational Health and Safety Act 2000 (NSW)</i> • <i>Occupational Health and Safety Regulations 2001 (NSW)</i> • Codes of practice (WorkCover NSW) <ul style="list-style-type: none"> - OHS Consultation - Risk Assessment - OHS Induction Training for Construction - Amenities for Construction Work • <i>Workers Compensation Act 1987 (NSW)</i> and amendments • <i>Workplace Injury Management and Workers Compensation Act 1998 (NSW)</i> and amendments. <p>Regulatory requirements specific to the industry including:</p> <ul style="list-style-type: none"> • compulsory OHS induction training <ul style="list-style-type: none"> - general - work activity - site-specific • compulsory training records • workplace arrangements <ul style="list-style-type: none"> - preparation and provision of OHS management plans and job safety analysis (JSA)/safe work method statements - maintaining a register of all hazardous substances used at the work site - responsibilities of sub-contractor and lines of responsibility for OHS management on a site involving multiple sub-contractors - risk assessment. <p>An awareness of supplier/manufacture's responsibilities under the OHS Act including:</p> <ul style="list-style-type: none"> • providing access to material safety data sheets (MSDS) • providing access to risk assessment guidelines for equipment supplied.

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		<p>Information includes:</p> <ul style="list-style-type: none"> • diagrams or sketches • emergency situation contacts • evacuation plans • instructions issued by authorised organisational or external personnel • labels • manufacturer specifications and instructions • memos • MSDS • organisation work specifications and requirements • plans and specifications • regulatory and legislative requirements, such as Acts, regulations and codes of practice • relevant Australian standards • reports of near misses or accidents • safe work procedures or equivalent documentation • safety meeting minutes • signage • verbal or written and graphical instructions • work bulletins • work schedules. 	<p>An awareness of employer responsibilities under the OHS Act including the following:</p> <ul style="list-style-type: none"> • maintaining places of work under their control in a safe condition, and ensuring safe entrances and exits • making arrangements to ensure the safe handling, storage and transport of plant and substances • providing and maintaining systems of work and work environments that are safe and without risks to health • providing information, instruction, training and supervision necessary to ensure the health and safety of employees • providing adequate facilities for the welfare of employees • must not require employees to pay for anything done or provided to meet the requirements of the Act or Regulation • must consult with employees about OHS matters to enable them to contribute to decisions affecting their health, safety and welfare • must ensure the health and safety of visitors or people working who are not employees. <p>An awareness of employee responsibilities under the OHS Act including the following:</p> <ul style="list-style-type: none"> • employees must take reasonable care of the health and safety of themselves and others • employees must cooperate with employers in their efforts to comply with occupational health and safety requirements • employees must not interfere with or misuse things provided for the health, safety or welfare of persons at work • employees must not obstruct attempts to give aid or attempts to prevent serious risk to the health and safety of a person at work • employees must not refuse a reasonable request to assist in giving aid or preventing a risk to health and safety • employees must not disrupt workplace by creating false health or safety fears.

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			<p>An awareness of the possible consequences of failure to observe OHS policies, procedures and legislative requirements.</p> <p>An awareness of sources of information regarding OHS in the workplace including:</p> <ul style="list-style-type: none"> • construction documentation and plans • safe work method statements • MSDS • JSA • accident, incident and injury reports and proformas • risk assessments. <p>How and when to report.</p> <p>Monitoring and reporting for OHS including:</p> <ul style="list-style-type: none"> • formal/informal • verbal • written <ul style="list-style-type: none"> - safety inspection reports - checklists - accident and incident reports - WorkCover NSW notification - registers/logs/files. <p>Knowledge of appropriate person(s) for OHS reporting.</p>
<p>2 Identify hazardous materials and other hazards on work sites.</p>	<p>2.1 Hazardous materials on a work site are correctly identified and, if appropriate, handled and used according to company and legislated procedures.</p>	<p>Hazardous materials include:</p> <ul style="list-style-type: none"> • ACM • cleaning chemicals, including those in pressurised containers • glues • insulation materials • solvents • treated timber products. 	<p>Learning experiences for the HSC must address:</p> <p>Correct handling, application, transport and storage of hazardous materials used in a range of construction projects.</p>

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	<p>2.2 <i>Measures for controlling risks</i> and construction hazards are applied effectively and immediately.</p>	<p><i>Measures for controlling risk</i> or minimising hazards in accordance with the hierarchy of control <u>include</u>:</p> <ul style="list-style-type: none"> • elimination • substitution • isolation • engineering control • administrative control • personal protective equipment. 	<p>Learning experiences for the HSC must address:</p> <p>An understanding of the hierarchy of risk control measures:</p> <ul style="list-style-type: none"> • Level 1 – eliminate the risk (such as discontinue the activity or not use the equipment) • Level 2 – minimise the risk by: <ul style="list-style-type: none"> - substituting the system of work/equipment (with something safer) - modifying the system of work/equipment (to make it safer) - isolating the hazard (such as introducing a restrictive work area) - introducing engineering control (such as guarding, fencing or safety screens) • Level 3 – other controls: <ul style="list-style-type: none"> - adopt administrative controls and safe work practices - use PPE.
	<p>2.3 Hazardous materials that have safety implications for self and other workers are secured immediately they are identified, using appropriate <i>signs and symbols</i>.</p>	<p><i>Signs and symbols</i> <u>include</u>:</p> <ul style="list-style-type: none"> • emergency information signs (exits, equipment, first aid) • fire signs (location of fire alarms and firefighting equipment) • hazard identification, facility or location signs • regulatory signs (e.g. prohibition, mandatory and limitation or restriction), such as hazard signs (danger and warning) • safety tags and lockout (danger tags, out of service tags) • site safety, directional, traffic and warning signs and symbols. 	<p>Learning experiences for the HSC must address:</p> <p>Recognition, selection and use of standard OHS signs and symbols including:</p> <ul style="list-style-type: none"> • legislative requirements • meaning of colour and shape • appropriate placement and positioning.
	<p>2.4 <i>Asbestos-containing materials are identified</i> on a work site and <i>reported</i> to designated personnel.</p>	<p><i>Asbestos-containing materials are identified</i> :</p> <ul style="list-style-type: none"> • includes recognising common types of ACM that may be found in construction materials and buildings • covers asbestos rope/fabrics, asbestos cement sheeting, asbestos cement piping and lagging on pipes, bituminous 	<p>Learning experiences for the HSC must address:</p> <p>Asbestos containing materials (ACM) including:</p> <ul style="list-style-type: none"> • types <ul style="list-style-type: none"> - serpentine - amphibole • risks

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		waterproof membrane, fire doors, electrical switchboards, millboard, and sheeting under ceramic or vinyl floor tiles in wet areas. Asbestos-containing materials <u>are reported</u> to: <ul style="list-style-type: none"> • person in control of the workplace as set out in the relevant Asbestos Management Code. 	<ul style="list-style-type: none"> • use in common building materials • possible location. Workplace/company policies regarding prevention of exposure to ACM. Knowledge of the asbestos management code.
3 Plan and prepare for safe work practices.	3.1 Correct <i>personal protective equipment</i> and clothing for each area of construction work are identified, worn correctly fitted, used and stored according to enterprise procedures.	<i>Personal protective equipment</i> is to <u>include</u> : <ul style="list-style-type: none"> • aprons • arm guards • caps • dust mask/respirators • ear muffs/plugs • gloves • hard hats • high visibility retro reflective vests • jackets • overalls • safety glasses/goggles • steel capped boots • UV protective clothing and sunscreen. 	Learning experiences for the HSC must address: Use and application of a range of PPE. Selection of PPE: <ul style="list-style-type: none"> • correct for the task • manufacturers' specifications for use • correct fitting • serviceability. Importance of correctly fitting PPE. Maintenance of PPE according to manufacturer's instructions and workplace/organisation policy and procedures: <ul style="list-style-type: none"> • cleaning and decontamination • correct storage • regular checks for damage • repair/replacement of worn, malfunctioning or damaged equipment/parts • disposal of single-use equipment.
	3.2 Selection of <i>tools, equipment</i> and <i>materials</i> , and organisation of tasks are performed in conjunction with other personnel on site and in accordance with enterprise procedures.	<i>Tools and equipment</i> <u>include</u> : <ul style="list-style-type: none"> • firefighting equipment • first aid kit • ladders and work platforms • personal protective equipment. <i>Materials</i> <u>include</u> : <ul style="list-style-type: none"> • first aid materials suitable for <i>emergency first aid treatment of minor injuries</i>. 	

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	<p>3.3 Required barricades and signage are determined and erected at the appropriate site location.</p> <p>3.4 Material safety data sheets (MSDS), and job safety analysis (JSA) and safe work method statements relevant to the work to be carried out are identified and applied.</p>		<p>Learning experiences for the HSC must address:</p> <p>Interpretation of product labels and MSDS for the safe preparation and use of dangerous goods and hazardous substances:</p> <ul style="list-style-type: none"> • directions and precautions for use • recommended dosage and dilution of chemicals • safe handling requirements • first aid • calculating quantity required • disposal methods • suitable storage item/container. <p>How and where to obtain required MSDS.</p> <p>A basic knowledge of information included in job safety analysis (JSA)/safe work method statements:</p> <ul style="list-style-type: none"> • how work is to be carried out (including step-by-step sequence) • identification of: <ul style="list-style-type: none"> - potential hazards associated with the work - associated safety risks • description of the control to be applied including: <ul style="list-style-type: none"> - control measure - name of person responsible to implement the control measure - description of equipment to be used in the work - compliance with standards or codes - qualifications of personnel doing the work - training required to do the work. <p>Awareness of project/site safety plan.</p>
4 Apply safe work practices.	4.1 Tasks are performed in a manner that is safe for operators, other personnel and the general community in accordance with legislative requirements, and enterprise policies and procedures.		

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	<p>4.2 Plant and equipment guards are used in accordance with manufacturer specifications, work site regulations and Australian standards where applicable.</p>		<p>Learning experiences for the HSC must address:</p> <p>An awareness of restrictions placed on the use of equipment and machinery common to the industry.</p> <p>Acknowledgement of:</p> <ul style="list-style-type: none"> • the importance of safety equipment and devices • the reasons for using safety equipment and devices • the importance of pre-operational checks. <p>A knowledge of the use/application, limitations and maintenance of safety equipment and devices including:</p> <ul style="list-style-type: none"> • safety harnesses • screens • barriers and shielding • extraction fans • machine guards • isolation devices. <p>Reporting of serious faults including:</p> <ul style="list-style-type: none"> • verbal notification to appropriate personnel <ul style="list-style-type: none"> - supervisor/manager - supplier/manufacturer • recording on job card/maintenance log • safety/lockout tagging where appropriate. <p>An awareness of the importance of:</p> <ul style="list-style-type: none"> • electrical tagging • safety audits. <p>Reasons for safety/lockout tagging including:</p> <ul style="list-style-type: none"> • ease of identification • evidence of serviceability • preventing use until repaired. <p>An awareness of appropriate person/process for removal of safety/lockout tagging.</p>
	<p>4.3 Procedures and relevant authorities for reporting hazards, incidents and injuries are used.</p>		<p>Learning experiences for the HSC must address:</p> <p>A basic understanding of the roles and functions of</p>

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			key bodies involved in OHS including: <ul style="list-style-type: none"> • WorkCover NSW • ASCC • local councils • unions • professional associations.
	4.4 Prohibited tools and equipment in areas with identified asbestos are recognised and not used.	Prohibited tools and equipment that cannot be used near identified ACM <u>include</u> : <ul style="list-style-type: none"> • high-speed abrasive power and pneumatic tools, high pressure water cleaners, compressed air or abrasive blasting • any vacuum cleaning equipment not specifically designed for safe work with asbestos. 	
	4.5 Work site safety signs and symbols are identified and followed.		
	4.6 Work site area is cleared and maintained to prevent and protect self and others from incidents and accidents and to meet environmental requirements .	Environmental requirements <u>are to</u> cover workplace quality management and <u>include</u> : <ul style="list-style-type: none"> • clean-up protection • stormwater protection • waste management. 	Learning experiences for the HSC must address: Clean-up procedures with due consideration to the environment and OHS. An awareness of procedures for minimisation of impact on the environment including: <ul style="list-style-type: none"> • replacing disturbed or removed soil • removal and disposal of non-reusable materials in a responsible manner <ul style="list-style-type: none"> - work materials - plant debris and other organic matter - chemicals • safe storage of reusable materials in accordance with company policy • containment of loose materials on site (such as mud, dust, litter and waste material) • control of run-off. Environmental requirements for dealing with waste including:

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Element	Performance Criteria	Range Statement	HSC Requirements and Advice
			<ul style="list-style-type: none"> • recycling <ul style="list-style-type: none"> - paper-based products - plastic - worn components - metal components - construction materials - building components • approved disposal of <ul style="list-style-type: none"> - hazardous material - non-hazardous material.
5 Follow emergency procedures.	5.1 Designated personnel are identified in the event of an emergency for communication purposes.		<p>Learning experiences for the HSC must address:</p> <p>Types of emergency situations including:</p> <ul style="list-style-type: none"> • bomb threat • accident/serious injury/illness • fire • natural disaster • chemical/fuel spill • gas leak • power failure • unauthorised person(s) on site • robbery • equipment collapse • site-specific critical incident. <p>An awareness of the primary role of personnel in an emergency including:</p> <ul style="list-style-type: none"> • first aid officer • security officer • safety officer/safety representative • principal contractor • OHS committee member • site/project manager • supervisor/team leader • emergency services • WorkCover NSW • union representative. <p>How and when to seek assistance.</p> <p>Knowledge of emergency services contact numbers:</p>

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Element	Performance Criteria	Range Statement	HSC Requirements and Advice
			<ul style="list-style-type: none"> • 000 – landline number • 112 – mobile phones. <p>An awareness of information required by emergency services attending the site including:</p> <ul style="list-style-type: none"> • location • nearest cross-street • nature of the incident • number of casualties • nature of injuries • contact name and number.
	<p>5.2 Safe workplace procedures for dealing with accidents, various <i>types of fire</i> and other emergencies are followed, including identification or use, if appropriate, of <i>fire equipment</i> within scope of responsibilities.</p>	<p><i>Types of fire</i> includes:</p> <ul style="list-style-type: none"> • electrical, chemical, gas, mechanical, paper, wood or natural fire. <p><i>Fire equipment</i> includes:</p> <ul style="list-style-type: none"> • breathing apparatus • fire extinguishers • fire hydrant and hoses • fire reel • fire truck • manual fire fighting instruments, such as fire blankets. 	
	<p>5.3 <i>Emergency response and evacuation procedures</i> are known, practised and carried out effectively when required.</p>	<p><i>Emergency response and evacuation procedures</i> include:</p> <ul style="list-style-type: none"> • emergencies, such as fire, toxic and/or flammable vapours emission, vehicle/mobile plant accident, structural collapse, chemical spill and injury to personnel • extinguishing fires, organisational first aid requirements and evacuation. 	<p>Learning experiences for the HSC must address:</p> <p>Knowledge of procedures to follow in the event of an emergency including:</p> <ul style="list-style-type: none"> • notification <ul style="list-style-type: none"> - appropriate authorities (emergency services and WorkCover NSW) - colleagues - supervisor • workplace policies and procedures <ul style="list-style-type: none"> - evacuate - secure building • reporting. <p>The importance of acting within level of authority in terms of:</p>

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Element	Performance Criteria	Range Statement	HSC Requirements and Advice
	<p>5.4 Emergency first aid treatment of minor injuries is carried out correctly and details of any treatment administered are reported accurately to designated personnel as soon as possible.</p>		<ul style="list-style-type: none"> • taking initiative • problem-solving • decision-making. <p>Learning experiences for the HSC must address:</p> <p>Causes of common workplace injuries including:</p> <ul style="list-style-type: none"> • lack of protection and safety equipment • slips, trips and falls • poor housekeeping • poor maintenance • inadequate lighting • spills • obstructions • faulty or incorrect equipment • poor ergonomics • inadequate instruction, training and supervision • personal factors including stress, tiredness and inappropriate behaviour • medical conditions including epilepsy, diabetes and asthma • unrealistic time frames • negligence • fatigue • exposure to toxic substances. <p>An awareness of a range of potential workplace injuries and conditions including:</p> <ul style="list-style-type: none"> • allergic reactions • dislocations and fractures • puncture wounds and cuts • eye injuries • crushing and amputation • sprains and strains • bites and stings • heat exhaustion • burns • shock. <p>A basic knowledge of:</p> <ul style="list-style-type: none"> • established first aid principles

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Element	Performance Criteria	Range Statement	HSC Requirements and Advice
			<ul style="list-style-type: none"> - DRABCD – danger, response, airway, breathing, CPR and defibrillator (if available) • generalised principles of first aid management <ul style="list-style-type: none"> - assessing location and nature of the work environment and emergency situation - minimising the risk of further injury or injury to others - minimising movement of the casualty - assessment of injuries - seeking assistance appropriate to situation including raising the alarm with emergency services and/or health professionals - locating and using available first aid equipment or other suitable alternative resources - providing essential first aid - providing basic life support measures (CPR) - reassuring casualty in a caring and calm manner - making casualty as comfortable as possible using available resources - monitoring patient’s signs of life such as: conscious, responsive, breathing normally, moving - monitoring unresolved dangers of the area where the injury occurred.