Unit mapping

KQ: Knowledge questions PA: Practical assessment – Task (T), Workplace Skills (WS)		KQ	PA
Elements and performance criteria			
E 1	**Contribute to workplace procedures for identifying hazards and controlling risks**		
PC 1.1	Identify existing and potential hazards and record them according to workplace procedures	Q 1.1 Q 1.2 Q 1.3	T 1a-c T 1e
PC 1.2	Contribute to the development of strategies for implementing risk controls in line with workplace procedures and policies	Q 1.6 Q 1.7 Q 1.8 Q 1.9	T 1g T 1i T 2b
PC 1.3	Implement risk controls in line with the hierarchy of risk control and workplace and legislative requirements	Q 1.10 Q 1.11 Q 1.12 Q 1.13	T 1g T 2b T 2c T 3a T 3c T 4b T 4c
PC 1.4	Identify and report issues with risk controls, including residual risk, in line with workplace and legislative requirements	Q 1.14 Q 1.15 Q 1.16	T 3c T 5b T 5d
E 2	**Implement policies and procedures into work team processes**		
PC 2.1	Regularly provide information about WHS policies and procedures to the work team	Q 2.1 Q 2.2 Q 2.3	T 2f-i T 3d
PC 2.2	Provide information about identified hazards and the outcomes of risk assessment and risk controls to the work team	Q 2.4 Q 2.5 Q 2.6	T 2a
PC 2.3	Monitor housekeeping practices to ensure that WHS policies and procedures are followed	Q 2.7 Q 2.8	T 1d T 3b
PC 2.4	Maintain WHS incident records in the work area according to workplace procedures and legislative requirements	Q 2.9 Q 2.10	T 1j T 5a T 5c T 5d

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E 3	**Support consultation, cooperation and communication**		
PC 3.1	Support workplace consultative procedures by encouraging work team participation in consultative activities	Q 3.1 Q 3.2	T 2b T 2d T 2e T 3c
PC 3.2	Report health and safety issues in line with workplace procedures and legislative requirements	Q 3.3 Q 3.4 Q 3.5 Q 3.6 Q 3.7	T 5b-d
PC 3.3	Encourage and assist work team members to contribute to WHS	Q 3.8 Q 3.9 Q 3.12	T 2d-f

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Knowledge evidence			
KE 1	State/territory legislation and how it impacts on workplace regulations, codes of practice and industry standards, including:		
KE 1.1	State/territory WHS authorities	Q 3.5	
KE 1.2	Rights and responsibilities of persons conducting a business or undertaking (PCBUs), officers and workers, including duty of care	Q 3.3 Q 3.9 Q 3.10 Q 3.11 Q 3.12	
KE 1.3	Legislative requirements for record-keeping and reporting	Q 2.9 Q 3.4 Q 3.6 Q 3.7	
KE 1.4	Regulatory requirements relevant to the particular industry/type of work site	Q 1.9	
KE 1.5	Hazardous manual tasks	Q 1.12 Q 2.2	
KE 1.6	Infection control	Q 1.13 Q 2.8	
KE 2	Hazards common to the work environment and how they cause harm	Q 1.4	
KE 3	Principles of hazards and risk assessment, including:		
KE 3.1	Hazard identification procedures	Q 1.1	
KE 3.2	Risk assessment process	Q 1.1 Q 1.5 Q 1.7 Q 1.11 Q 1.14 Q 1.16 Q 2.5 Q 2.6 Q 2.8	
KE 3.3	Residual risk	Q 1.14 Q 1.16	
KE 3.4	Risk controls	Q 1.14 Q 1.15 Q 1.16	
KE 3.5	Hierarchy of control	Q 1.7 Q 1.10 Q 1.11	
KE 4	Workplace emergency procedures	Q 1.8 Q 2.3 Q 3.6	

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KE 5	Workplace policies and procedures for WHS	Q 1.3 Q 2.1 Q 2.2 Q 2.7 Q 2.8 Q 2.10	
Performance evidence			
PE 1	Conducted a workplace risk assessment and recorded the results, including:		
PE 1.1	Identification of hazards and potential hazards		T 1a-c T 1e T 1j
PE 1.2	Risk assessment		T 1f T 1h T 1j
PE 1.3	Strategies for minimising risk, and		T 1g T 1i T 1j
PE 1.4	Analysis of residual risk		T 1h T 1j
PE 2	Provided WHS information to at least two workers, including:		
PE 2.1	Explanation of WHS policies and procedures		T 2f
PE 2.2	Demonstration of safe housekeeping practices		T 2g
PE 2.3	Correct use of personal protective equipment (PPE)		T 2h
PE 3	Consistently monitored safety procedures in the day-to-day work activities required by the job role		T 1d T 3b
PE 4	Completed a workplace incident report		T 5a
PE 5	Followed workplace procedures for a simulated emergency situation		T 4a-f
Foundation skills			
FS 1	Written communication – in order to complete a workplace risk assessment and complete a workplace incident report in line with regulatory guidelines and organisational policies		T 1j T 5a
FS 2	Oral communication – in order to accurately present information to a small group of at least two participants		T 2i

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