



CATAPULT

BSBSUS501

Develop workplace policy and procedures for sustainability

Table of Contents (Extract)

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<https://catapultlearning.com.au/product/BSBSUS501/>

Trainer/assessor guide

BSBSUS501

Develop workplace policy and procedures for sustainability

Welcome to this unit of study

This unit describes the skills and knowledge required to develop and implement a workplace sustainability policy and to modify the policy to suit changed circumstances.

It applies to individuals with managerial responsibilities who undertake work developing approaches to create, monitor and improve strategies and policies within workplaces and engage with a range of relevant stakeholders and specialists.

It may be undertaken as:

- » part of a formal qualification nationally recognised through the Australian Qualifications Framework (AQF)
- » a stand alone unit
- » part of a formal skill set

Contents

About this trainer/assessor guide	4
Learning resource.....	5
Topic 1: Develop workplace sustainability policy	5
Scope of sustainability policy	5
Gather information.....	10
Stakeholders in policy development	15
Strategies	18
Developing policy.....	24
Check your understanding	33
Topic 2: Communicate workplace sustainability policy	35
Promote sustainability policy	35
Check your understanding	39
Topic 3: Implement workplace sustainability policy	41
Implementation procedures	41
Continuous improvement.....	43
Responsibility for record keeping	46
Check your understanding	49
Topic 4: Review workplace sustainability policy implementation	51
Documentation and feedback.....	51
Monitor records	56
Check your understanding	61
References.....	63
Assessment workbook	65
Unit information	67
What is competency-based assessment?.....	68
How will my competency be assessed?.....	69
Assessment agreement.....	70
Foundation skills checklist.....	71
Skills recognition.....	72
Topic 1: Develop workplace sustainability policy	73
Topic 2: Communicate workplace sustainability policy	74
Topic 3: Implement workplace sustainability policy	75
Topic 4: Review workplace sustainability policy implementation	76
Knowledge questions	77
Topic 1: Develop workplace sustainability policy	78
Topic 2: Communicate workplace sustainability policy	85
Topic 3: Implement workplace sustainability policy	87
Topic 4: Review workplace sustainability policy implementation	91
Topic 5: Specific knowledge evidence	95

Performance tasks	98
Third party evidence collection agreement	99
Topic 1: Develop workplace sustainability policy	100
Topic 2: Communicate workplace sustainability policy	102
Topic 3: Implement workplace sustainability policy	103
Topic 4: Review workplace sustainability policy implementation	104
Completion record	105
Unit mapping	106
Trainer/ assessor user instructions	108

About this trainer/assessor guide

Learning resource

The learning resource is divided into the following topics:

- » Develop workplace sustainability policy
- » Communicate workplace sustainability policy
- » Implement workplace sustainability policy
- » Review workplace sustainability policy implementation

Each topic provides information to help you gain the skills and knowledge required to perform the work tasks to which they refer. Read the information and practise the skills described. You should also take the opportunity to undertake additional independent research. Your trainer/assessor may also provide supplementary information including interpretation of the contents of this resource.

At the end of each topic is:

- » a set of true or false questions
- » a set of multiple choice questions

These questions provide an opportunity to check your understanding and progress. They are self-marking and do not form part of the assessment for the unit.

Assessment workbook

To have this unit recognised as a formal qualification you need to have your skills and knowledge assessed. The assessment workbook provides:

- » information on competency-based assessment
- » instructions on how you will be assessed
- » assessment tools to assess your competence
- » instructions on how to complete the assessment tasks within each assessment tool

To be assessed as competent you need to provide evidence that you have the skills and knowledge to undertake the requirements of this unit. This assessment of competency is made by a qualified trainer/assessor from a registered training organisation. You must complete all the assessments as directed by your trainer/assessor to the required standard. It is not necessary to work through the guide in the order in which it is written. However this is at the discretion of your trainer/assessor.

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