CATAPULT

BSBWHS308

Participate in WHS hazard identification, risk assessment and risk control pro...

Table of Contents (Extract)

NOTE: This is a sample only. This cover page is not included in Catapult Smallprint's printed books.

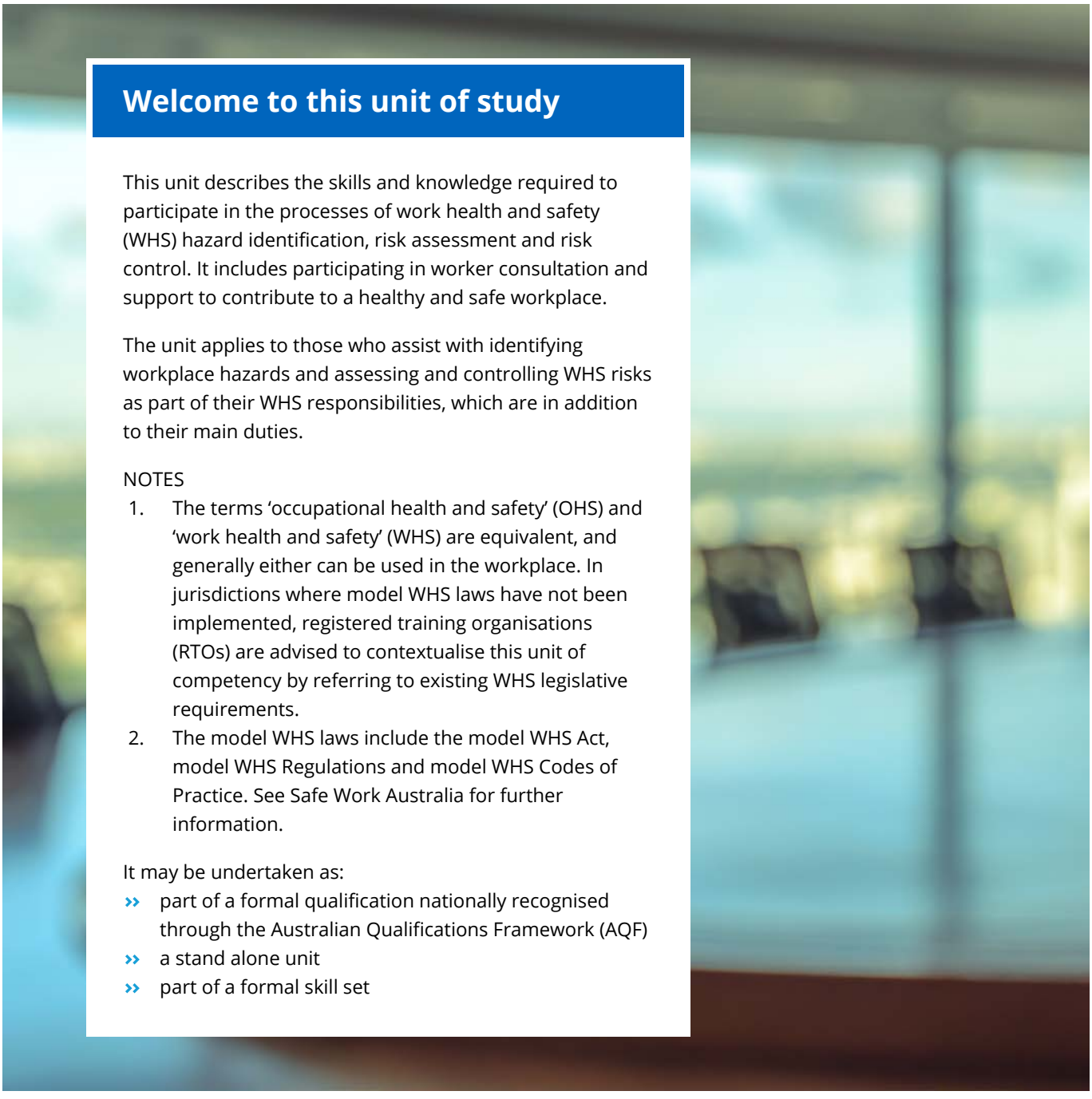
This Table of Contents extract is taken from Catapult Smallprint's full hardcopy Trainer/Assessor Guide for the unit BSBWHS308.

For more information, including using our enhanced online version of this unit in Catapult LMS, or to purchase the Learner or Trainer printed books, please see this unit on our website by clicking this link:

https://catapultlearning.com.au/product/BSBWHS308/

© Catapult Smallprint Pty Ltd

Trainer/assessor guide
BSBWHS308
Participate in WHS hazard identification, risk assessment and risk control processes



Welcome to this unit of study

This unit describes the skills and knowledge required to participate in the processes of work health and safety (WHS) hazard identification, risk assessment and risk control. It includes participating in worker consultation and support to contribute to a healthy and safe workplace.

The unit applies to those who assist with identifying workplace hazards and assessing and controlling WHS risks as part of their WHS responsibilities, which are in addition to their main duties.

NOTES

1. The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) are equivalent, and generally either can be used in the workplace. In jurisdictions where model WHS laws have not been implemented, registered training organisations (RTOs) are advised to contextualise this unit of competency by referring to existing WHS legislative requirements.
2. The model WHS laws include the model WHS Act, model WHS Regulations and model WHS Codes of Practice. See Safe Work Australia for further information.

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

© smallprint owns all copyright on its products as detailed in the Copyright Act 1968.
It does not issue licenses for reproduction of this material.

Contents

About this trainer/assessor guide **4**

Learning resource **5**

Topic 1: Participate in WHS hazard identification in the workplace 5

Health and safety policies and procedures 5

Participate in selecting hazard identification methods 7

Using selected methods to identify hazards and make reports 10

Providing information during hazard identification 12

Check your understanding 13

Topic 2: Participate in WHS risk assessment 15

Participate in selecting risk assessment methods 15

Methods of assessing risk 17

Assessing and recording risks 19

Providing information and assistance 21

Check your understanding 23

Topic 3: Contribute to developing and implementing WHS control measures 25

Use organisational records to help develop controls 25

Identify duty holders 27

Participate in selecting risk control options 30

Identifying and reporting factors impeding successful implementation of risk controls 33

Compliance with legislation 36

Developing a risk control implementation plan 37

Providing information about controls 38

Check your understanding 41

Topic 4: Contribute to consultative arrangements for hazard identification and risk assessment activities 43

Engaging the work team 43

Responding to issues 45

Plans for encouraging participation 46

Check your understanding 49

Topic 5: Contribute to consultative arrangements for implementing control measures 51

Implement consultative processes and engage work teams in development and implementation of controls 51

Responding to health and safety issues that have been raised 54

Promoting participation in the implementation of control measures 56

Check your understanding 57

References 59

Assessment workbook **61**

Unit information 63

What is competency-based assessment? 64

How will my competency be assessed? 65

Assessment agreement 66

Foundation skills checklist 67

Skills recognition **68**
Topic 1: Participate in WHS hazard identification in the workplace 69
Topic 2: Participate in WHS risk assessment 70
Topic 3: Contribute to developing and implementing WHS control measures 71
Topic 4: Contribute to consultative arrangements for hazard identification and risk assessment activities 72
Topic 5: Contribute to consultative arrangements for implementing control measures 73
Knowledge questions **74**
Topic 1: Participate in WHS hazard identification in the workplace 75
Topic 2: Participate in WHS risk assessment 80
Topic 3: Contribute to developing and implementing WHS control measures 86
Topic 4: Contribute to consultative arrangements for hazard identification and risk assessment activities 95
Topic 5: Contribute to consultative arrangements for implementing control measures 98
Performance tasks **101**
Third party evidence collection agreement 102
Topic 1: Participate in WHS hazard identification in the workplace 104
Topic 2: Participate in WHS risk assessment 106
Topic 3: Contribute to developing and implementing WHS control measures 108
Topic 4: Contribute to consultative arrangements for hazard identification and risk assessment activities 110
Topic 5: Contribute to consultative arrangements for implementing control measures 112
Completion record **114**
Unit mapping **115**
Trainer/ assessor user instructions **118**

About this trainer/assessor guide

Learning resource

The learning resource is divided into the following topics:

- Participate in WHS hazard identification in the workplace
- Participate in WHS risk assessment
- Contribute to developing and implementing WHS control measures
- Contribute to consultative arrangements for hazard identification and risk assessment activities
- Contribute to consultative arrangements for implementing control measures

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.

Disclaimer

Information contained in this resource is drawn from sources believed to be reliable. The firm, its employees, agents and contractors do not warrant the correctness of the sources used and accept no responsibility to any person for any errors or omissions or for any loss or damage howsoever caused from the use of this resource.