CATAPULT

SITXWHS007

Implement and monitor work health and safety practices

Table of Contents (Extract)

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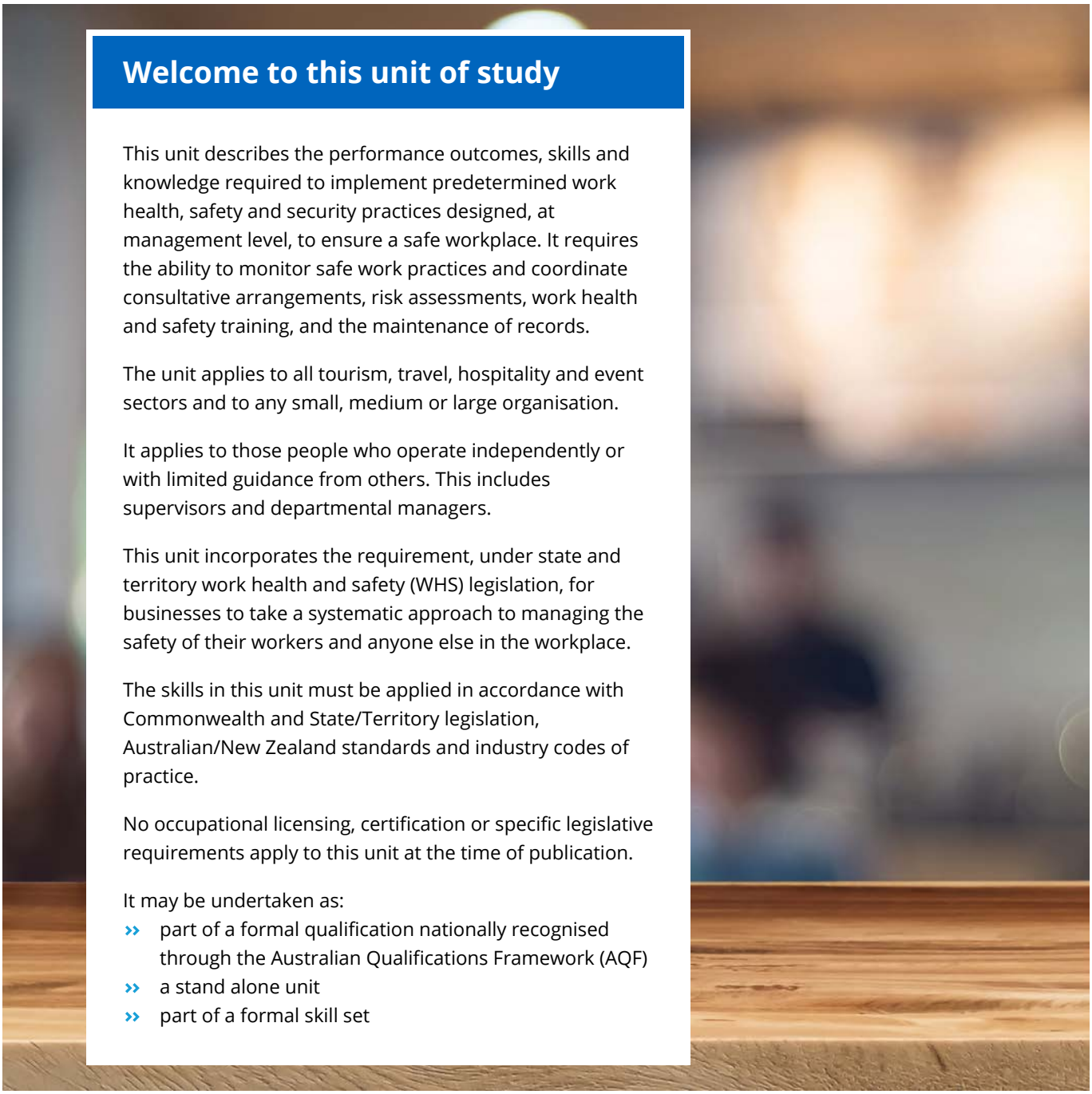
Trainer/assessor guide

SITXWHS007
Implement and monitor work health and safety practices



Welcome to this unit of study

This unit describes the performance outcomes, skills and knowledge required to implement predetermined work health, safety and security practices designed, at management level, to ensure a safe workplace. It requires the ability to monitor safe work practices and coordinate consultative arrangements, risk assessments, work health and safety training, and the maintenance of records.

The unit applies to all tourism, travel, hospitality and event sectors and to any small, medium or large organisation.

It applies to those people who operate independently or with limited guidance from others. This includes supervisors and departmental managers.

This unit incorporates the requirement, under state and territory work health and safety (WHS) legislation, for businesses to take a systematic approach to managing the safety of their workers and anyone else in the workplace.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

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

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Contents

About this trainer/assessor guide **4**

Learning resource **5**

Topic 1: Provide information on health, safety and security 5

Explain relevant health, safety and security information to personnel 5

Make all current health, safety and security information readily accessible to staff 8

Check your understanding 11

Topic 2: Monitor safe work practices 13

Monitor adherence and compliance to organisational health, safety and security procedures and safe work practices 13

Take prompt action to address non-compliance with procedures and safe work practices 15

Monitor day-to-day effectiveness of health, safety and security practices in maintaining the health, safety and security of personnel 17

Check your understanding 19

Topic 3: Coordinate consultative arrangements for the management of health, safety and security issues 21

Coordinate consultative processes to provide opportunity for staff members to contribute their views on health, safety and security management practices 21

Resolve or refer issues raised through health, safety and security consultation to the appropriate person 23

Check your understanding 25

Topic 4: Implement and monitor procedures for identifying hazards, and assessing and controlling risks 27

Coordinate scheduled hazard identification activities, ensuring hazards are identified at times designated by legislation 27

Identify any hazards on an ongoing basis during own day-to-day workplace operations 30

React to reports of hazards by other workers, and coordinate and participate in risk assessments 33

Implement risk control methods or refer to appropriate person if control is outside scope of responsibility 36

Monitor effectiveness of control measures, promptly identify any inadequacies, and resolve or report them to the appropriate person 39

Check your understanding 43

Topic 5: Coordinate health, safety and security training 45

Identify health, safety and security training needs based on regular staff monitoring 45

Make arrangements for fulfilling training needs 48

Monitor effectiveness of training and make required adjustments 52

Check your understanding 55

Topic 6: Maintain health, safety and security records and reports 57

Complete health, safety and security records and reports accurately and legibly and store according to organisational and legal requirements 57

Use data and reports to provide reliable and timely input into the management of workplace health, safety and security 64

Check your understanding 67

References 69

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Assessment workbook **71**
Unit information 73
What is competency-based assessment? 74
How will my competency be assessed? 75
Assessment agreement 76
Foundation skills checklist 77
Skills recognition **78**
Topic 1: Provide information on health, safety and security 79
Topic 2: Monitor safe work practices 80
Topic 3: Coordinate consultative arrangements for the management of health, safety and security issues 81
Topic 4: Implement and monitor procedures for identifying hazards, and assessing and controlling risks 82
Topic 5: Coordinate health, safety and security training 83
Topic 6: Maintain health, safety and security records and reports 84
Knowledge questions **85**
Topic 1: Provide information on health, safety and security 87
Topic 2: Monitor safe work practices 91
Topic 3: Coordinate consultative arrangements for the management of health, safety and security issues 97
Topic 4: Complete service administration 100
Topic 5: Coordinate health, safety and security training 108
Topic 6: Maintain health, safety and security records and reports 112
Project **115**
Practical assessment **119**
Overview 119
Instructions for the learner 121
Learner agreement 122
Instructions for trainer/assessor or third party 123
Third party evidence collection agreement 124
Practical demonstration 125
Completion record **135**
Unit mapping **136**
Trainer/assessor instructions and requirements **141**

About this trainer/assessor guide

Learning resource

The learning resource is divided into the following topics:

- Provide information on health, safety and security
- Monitor safe work practices
- Coordinate consultative arrangements for the management of health, safety and security issues
- Implement and monitor procedures for identifying hazards, and assessing and controlling risks
- Coordinate health, safety and security training
- Maintain health, safety and security records and reports

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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