

TLID307E**Handle dangerous goods/hazardous substances****Unit Descriptor**

This unit involves the skills and knowledge required to handle dangerous goods and hazardous substances, including identifying requirements for working with dangerous goods and/or hazardous substances; confirming site incident procedures; and selecting handling techniques. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Employability Skills

This unit contains employability skills.

Application of the Unit

This unit covers anyone working in the transport, warehousing, distribution and storage industries who may handle dangerous goods and/or hazardous substances.

Work must be carried out in compliance with the relevant Occupational Health & Safety (OH&S) regulations concerning the safe handling of dangerous goods and hazardous substances.

Work is performed under general supervision. It involves the application of the codes of practice and established procedures for the safe handling of dangerous goods and hazardous substances.

Competency Field

D – Load Handling

ELEMENT

Elements describe the essential outcomes of a unit of competency.

1 Identify requirements for working with dangerous goods and/or hazardous substances

PERFORMANCE CRITERIA

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

- 1.1 Dangerous goods and/or hazardous substances are identified from information including class labels, manifests and other documentation
- 1.2 Storage requirements for hazardous substances and/or dangerous goods are identified and applied
- 1.3 Legislative requirements for hazardous substances and/or dangerous goods are known and used to plan work activities
- 1.4 Handling procedures for different classes and characteristics of goods are observed
- 1.5 Confirmation is sought from relevant personnel where dangerous goods or hazardous materials do not appear to be appropriately marked

2 Confirm site incident procedures

- 2.1 Incident reporting processes are identified
- 2.2 Emergency equipment is located and checked according to workplace procedures and statutory regulations
- 2.3 Emergency procedures are identified and confirmed

3 Select handling

- 3.1 Load handling and shifting procedures are selected in

techniques

- accordance with identified requirements for particular goods
- 3.2 Handling equipment is checked for conformity with workplace requirements and manufacturers guidelines
- 3.3 Where relevant, suitable signage is checked for compliance with workplace procedures

REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

Required knowledge:

- All relevant regulations and codes concerning the handling of dangerous goods and hazardous substances
- Application of relevant aspects of current Australian Dangerous Goods Code and relevant Australian Standards
- Permit and licence requirements
- Workplace procedures for handling and storing dangerous goods/hazardous substances
- Problems that may arise during the handling of dangerous goods and hazardous substances and actions that should be taken to prevent or solve them
- Risks when handling dangerous goods and hazardous substances and related precautions to control the risk
- Equipment applications, capacities, configurations, safety hazards and control mechanisms
- Housekeeping standards procedures required in the workplace

Required skills:

- Communicate effectively with others when handling dangerous goods and hazardous substances
- Read and interpret instructions, procedures, regulations, information and signs relevant to the handling of dangerous goods and hazardous substances
- Identify containers and goods coding, markings and, where applicable, emergency information panels for the mode of transport storage selected
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to work activities
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when handling dangerous goods and hazardous substances
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any identified problems, faults or malfunctions that may occur when handling dangerous goods and hazardous substances in accordance with regulatory requirements and workplace procedures
- Plan own work including predicting consequences and identifying improvements
- Implement contingency plans for unanticipated situations that may arise when handling dangerous goods and hazardous substances

- Recognise hazards and apply precautions and required action to minimise, control or eliminate hazards that may exist during the handling of dangerous goods and hazardous substances
- Monitor work activities in terms of planned schedule
- Modify activities depending on differing operational contingencies, risk situations and environments
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment
- Operate and adapt to differences in equipment in accordance with standard operating procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

The dangerous goods may be handled in a range of work environments by day or night and may be:

- for short-term storage
- for long-term storage
- in transit

Customers may be:

- internal or external

Workplace environment may include:

- movement of equipment
- movement of goods
- materials and vehicular traffic

Requirements for work may include:

- site restrictions and procedures
- use of safety and personal protective equipment
- communications equipment
- specialised lifting and/or handling equipment
- incident breakdown procedures
- authorities and permits
- hours of operations
- noise restrictions
- additional gear and equipment
- segmentation procedures
- emergency procedures, including response to spillage/leaks, evacuation and firefighting

- Hazards may include:
- hazardous or dangerous materials
 - contamination of, or from, materials being handled
 - noise, light, energy sources
 - stationary and moving machinery, parts or components
 - service lines
 - spills, leakages, ruptures
 - fire or ignition
 - dust/vapours
- Hazard management is:
- consistent with the principle of hierarchy of control with elimination, substitution, isolation and engineering control measures being selected before safe working practices and personal protective equipment
- Consultative processes may involve:
- other employees and supervisors
 - suppliers, potential customers and existing clients
 - representatives of regulatory authorities with jurisdiction over OH&S, dangerous goods and hazardous substances
 - management and union representatives
 - industrial relations and OH&S specialists
 - other maintenance, professional or technical staff
- Personnel in the work area may include:
- workplace personnel
 - site visitors
 - contractors
 - official representatives
- Identification of goods may be from:
- material safety data sheets
 - packaging labels
 - manifests
 - stock lists
 - HAZCHEM interpretative advice
- Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:
- company procedures
 - enterprise procedures
 - organisational procedures
 - established procedures

Personal protective equipment may include:

- gloves
- safety headwear and footwear
- safety glasses
- mask and respirator
- protective clothing
- breathing apparatus

Information/documents may include:

- goods identification numbers and codes
- manifests, stock lists, packaging labels, bar codes, stock lists
- goods and container identification
- workplace procedures and policies concerning the handling of dangerous goods and hazardous substances
- supplier and/or client instructions
- material safety data sheets (MSDS)
- current Australian Dangerous Goods Code
- HAZCHEM interpretative advice
- relevant legislation, codes, regulations and related documentation concerning the handling of dangerous goods and hazardous substances
- award, enterprise bargaining agreement, other industrial arrangements
- standards and certification requirements
- quality assurance procedures
- emergency procedures pertaining to dangerous goods and hazardous substances

Applicable regulations and legislation may include:

- relevant Australian and state/territory regulations relating to the handling of dangerous goods and hazardous substances
- current Australian and international regulations and codes of practice for the handling and transport of dangerous goods and hazardous substances, including:
 - o Australian and International Dangerous Goods Codes
 - o Australian Marine Orders and the International Maritime Dangerous Goods Code
 - o International Air Transport Association (IATA) Dangerous Goods by Air regulations
 - o Australian and International Explosives Codes
- all relevant Australian Standards
- relevant state/territory OH&S legislation
- workplace relations regulations
- equal employment opportunity and affirmative action legislation
- equal opportunity legislation
- relevant state/territory environmental protection legislation

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of :
 - o identifying dangerous goods/hazardous substances (from labels, International Maritime Dangerous Goods (IMDG) markings, HAZCHEM signs and other relevant identification criteria)
 - o identifying and selecting the safely requirements for handling dangerous goods/hazardous substances
 - o maintaining workplace records and documentation
 - o determining (any) required permits
 - o identifying job and site hazards and planning work to minimise risks
 - o selecting appropriate equipment and work systems including personal protection

equipment

- o estimating weight and dimensions of load and any special requirements
- o identifying and assessing handling and storage precautions and requirements for dangerous goods/hazardous substances

Context of and specific resources for assessment

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
 - o a range of relevant exercises, case studies and other simulated practical and knowledge assessment, and/or
 - o access to an appropriate range of relevant operational situations in the workplace
- In both real and simulated environments, access is required to:
 - o relevant and appropriate materials and/or equipment, and/or
 - o applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

Method of assessment

- Assessment of this unit must be undertaken by a registered training organisation
- As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests
- Practical assessment must occur:
 - o through appropriately simulated activities at the registered training organisation, and/or
 - o in an appropriate range of situations in the workplace