

**SKILLS FRAMEWORK FOR ENVIRONMENTAL SERVICES
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Environmental Management System Management					
TSC	Environmental Management System Policies, Standards, Procedures and Practices Management					
TSC Description	Apply an effective and systematic process for managing and maintaining Environmental Management System policies, standards, procedures and practices in accordance with legislative requirement and management system requirements					
TSC Proficiency Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
	EVS-HSE-1002-1.1	EVS-HSE-2002-1.1	EVS-HSE-3002-1.1	EVS-HSE-4002-1.1	EVS-HSE-5002-1.1	EVS-HSE-6002-1.1
	Follow work place environmental good practices according to the key elements of the organisation's Environmental Management System (EMS) policies, standards and procedures	Apply Environmental Management System (EMS) procedures and practices in accordance to the organisation's policies standards	Maintain and review Environmental Management System (EMS) policies, standards, procedures and practices in the workplace so as to ensure staff and contractors comply with the organisation's EMS standards and practices	Facilitate and develop Environmental Management System (EMS) policies, standards, procedures and practices in the work place so as to supervise staff and contractors to ensure they comply with the organisation's EMS standards and practices	Formulate Environmental Management System (EMS) policies, standards, procedures and practices so as to manage activities to direct and control an organisation with regards to environmental impact, monitoring of safe work practices, review procedures and to ensure continuous improvement	Drive Environmental Management System (EMS) policies, standards, procedures and practices so as to direct and control an organisation with regard to environmental impact, monitoring of safe work practices, review procedures and to ensure continuous improvement
Knowledge	<ul style="list-style-type: none"> EMS policies, procedures and practices Application of EMS in the workplace EMS roles and responsibilities EMS document storage and access EMS hazards identification 	<ul style="list-style-type: none"> EMS policies, procedures and practices List of common environmental hazards and risks Environmental signs and symbols Method for maintaining an environmentally safe and compliant workplace EMS roles and responsibilities 	<ul style="list-style-type: none"> EMS legal and other requirements relevant to a production industry Overview of the organisation's EMS EMS roles and responsibilities EMS processes Types of environmental hazards in a production industry facility Methods for environmental hazard identification EMS control measures 	<ul style="list-style-type: none"> EMS codes of practice Types of control measures for environmental hazards Individual's and team-based EMS roles and responsibilities Emergency evacuation procedures EMS team objective setting EMS accident or incident investigation techniques 	<ul style="list-style-type: none"> Procedures for implementing workplace EMS controls Risk barrier management Methods to improve EMS performance Methods to measure EMS performance Steps to set Key Performance Indicators (KPIs) Lagging and Leading indicator Hierarchy of risk control 	<ul style="list-style-type: none"> Corporate and legal EMS responsibilities and accountabilities Methods to effective EMS development and implementation Ways to EMS organisational culture Human factors and organisational culture Environmental protection Risk control systems international best practice standards in EMS
Abilities	<ul style="list-style-type: none"> Comply with EMS codes of practice in the workplace Identify workplace environmental hazards and report them to supervisor and/or manager Interpret EMS documents, policies and procedures Apply environmental standards to work activities 	<ul style="list-style-type: none"> Identify and comply with EMS policies and procedures in the workplace Identify workplace environmental hazards and risks and take corrective actions Participate in EMS audits Contribute to EMS improvement ideas Respond to resolving environmental workplace issues 	<ul style="list-style-type: none"> Monitor EMS standards and practices in the workplace Carry out EMS inspections and audits Implement EMS training and promotional programmes Use correct Personal Protective Equipment (PPE) when performing environmentally sensitive work Conduct environmental incident investigations and prepare reports 	<ul style="list-style-type: none"> Develop EMS standards and practices in the work place Identify environmental hazards and assess risks at the workplace Provide suggestions to evaluate environmental hazards in the workplace Contribute ideas to improve desired outcomes of environmental management process Determine actions to be taken for environmental 	<ul style="list-style-type: none"> Set and monitor EMS targets in compliance to regulatory requirements Participate in workplace EMS audits Evaluate EMS policies and procedures to continuously improve performance Evaluate EMS performance using industry recognised metrics Communicate EMS performance, procedures and risk control 	<ul style="list-style-type: none"> Implement EMS policies and procedures Guide teams on international EMS best practice Direct teams in EMS continuous improvement activities and projects Develop annual strategic EMS plans Evaluate the effectiveness of EMS performance across the organisation Liaise with external governing bodies on

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			<ul style="list-style-type: none"> Identify environmentally unsafe acts or conditions and recommend corrective actions to supervisor 	<p>accidents and incidents at the workplace</p> <ul style="list-style-type: none"> Report unsafe environmental conditions or acts to management or EMS committee Oversee EMS related training and competency assessment activities 	<p>measures across the organisation</p> <ul style="list-style-type: none"> Ensure EMS training and competence assessment activities are conducted in accordance with organisational procedures and regulatory requirements Evaluate environmental incident reports in accordance with organisational procedures and regulatory requirements 	<p>standards and legal compliance issues</p> <ul style="list-style-type: none"> Evaluate completed EMS audits for improvements Conduct EMS improvement projects Communicate EMS performance both internal and external stakeholders
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