 MSAENV272B: Participate in
environmentally sustainable work practices

Sample assessment tool

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| **Candidate’s name** |  | **Contact** |  |

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| **Assessor’s name** |  | **Contact** |  |

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| **Supervisor’s name** |  | **Contact** |  |

### Summary of evidence

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| **‘Working sustainably’ workbook** – satisfactorily completed |
| **Learning activities** | **Yes** | **Assignments** | **Yes** |
| Section 1: Resources used at work | ❑ | 1: Resources used at work | ❑ |
| Section 2: Environmental issues at work | ❑ | 2: Environmental issues at work | ❑ |
| Section 3: Improving efficiency | ❑ | 3: Improving efficiency | ❑ |

| **Other evidence** (see following pages for details) | **Satisfactory** |
| --- | --- |
| **Practical demonstrations** – specific criteria and general performance evidence | ❑ |
| **Third party sign-off** – confirming the candidate’s consistent on-the-job performance | ❑ |
| **RPL evidence** – listing previous accreditations, portfolios and other RPL evidence | ❑ |

| **Assessment result** |
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| **Competent** ❑ **Not yet competent** ❑ |

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| **Statement:** I agree that I was ready to be assessed and the assessment process was explained to me |
| **Candidate’s signature** |  | **Date** |  |

| **Assessor’s comments** |
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|  |
| **Assessor’s signature** |  | **Date** |  |

Practical demonstrations

The assessor should tick the appropriate boxes below to confirm that that the candidate has physically demonstrated each of the performance requirements described. Where a candidate does not satisfactorily demonstrate one or more of these criteria, the assessor should mark the corresponding box with a cross, and provide further comments underneath in the ‘Assessor’s comments’ section.

This checklist of ‘General performance evidence’ is adapted from the elements and performance criteria listed in the unit of competency.

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| --- | --- |
| General performance evidence – the candidate has demonstrated their ability to: | **Confirmed** |
| 1. Identify issues at work relating environmental sustainability and resource efficiency
 | ❑ |
| 1. Measure and record the usage of materials and resources at work
 | ❑ |
| 1. Follow company environmental policies and procedures
 | ❑ |
| 1. Report environmental incidents to appropriate personnel
 | ❑ |
| 1. Follow company plans to improve environmental practices and resource efficiency
 | ❑ |
| 1. Make suggestions on ways to improve practices in own work area
 | ❑ |

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| **Assessor’s comments** |
| Date/s: Location/s:Description: |

Third party sign-off

The candidate’s workplace supervisor or line manager should tick the boxes below to verify that the candidate has consistently demonstrated these performance criteria over a period of time and in a range of contexts. If any of the performance criteria have not been properly demonstrated, the supervisor should discuss the matter with the assessor and decide on an appropriate course of action.

This checklist is adapted from the ‘Critical aspects for assessment’ section in the ‘Evidence guide’ for the unit of competency.

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| **Performance evidence** – Supervisor’s statement:I acknowledge that the candidate has confirmed their competence in the workplace by demonstrating their ability to: | **Confirmed** |
| 1. Identify and measure resources used in their job
 | ❑ |
| 1. Identify situations likely to lead to an environmental incident
 | ❑ |
| 1. Follow procedures related to environmental performance
 | ❑ |
| 1. Minimise the use of resources, consistent with job requirements, good practice and workplace procedures
 | ❑ |

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| **Supervisor’s comments** (including period of observation in the workplace) |
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| **Supervisor’s signature** |  | **Date** |  |

Recognition of prior learning

The assessor should list any recognition of prior learning (RPL) evidence that has been used to support a judgement of competency in this unit. Evidence may include previous training, accreditations, work experience or other pursuits where the candidate has gained relevant skills or knowledge.

The assessor must sight all original documents or certified copies being presented as evidence, and keep a copy on file with this assessment tool.

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| **RPL evidence presented** |
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