



## National Higher Qualifications

For

*Sustainable Operations and Environmental Monitoring*



**Release date:**

**14<sup>th</sup> April 2011**

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## SECTION 1 – PACKAGE BACKGROUND

### Industry priorities and expectations Sustainable Operations

Sustainability for an organisation is impacted by its own operations, suppliers, customers, regulations, and the local community and ecological environment. The new qualifications target the skills required to improve an organisation's sustainability performance. There are three Sustainable Operations qualifications each targeting a different level of focus within an organisation.

#### MSS40111 Certificate IV in Sustainable Operations

This qualification provides skills for employees who are:

- working at the team or area level
- required to contribute to sustainability related auditing or reporting
- implementing sustainability related changes within their own team, work area or section.

It provides specific sustainability related skills and is designed to complement qualifications supplying production, maintenance, logistics or other technical skills to industry.

This qualification applies to learners who have responsibilities for implementing sustainability related actions in part of a large organisation or in an entire small or medium enterprise.

#### MSS50111 Diploma of Sustainable Operations

This qualification provides skills for employees who are working in a managerial, technician or paraprofessional role in regards to sustainability across the whole of the enterprise. It targets employees who have enterprise level responsibility for:

- developing a business case for sustainability changes
- auditing and reporting
- conducting life cycle analyses
- designing a sustainable product or process
- working with value chain members on sustainability
- liaison with other organisations and community representatives.

It meets industry needs for a qualification that provides technical skills to conduct enterprise wide sustainability related activities, including:

- mass balancing
- auditing and other carbon and carbon equivalent measuring
- formal reporting against standards and regulations
- design for sustainability.

The qualification has a mixture of general and specific sustainability units of competency, including specific auditing units for energy emissions, water and transport related audits.

#### MSS70111 Vocational Graduate Certificate in Sustainable Operations

This qualification targets the senior manager who must set a strategic direction on sustainability for the organisation, and provide leadership and planning for the deployment of the sustainability strategy.

The Vocational Graduate Certificate is not an entry level qualification and assumes that the learner has one or more of the following:

- an Advanced Diploma or Diploma in sustainability or relevant technical field
- a Bachelor Degree in a relevant technical field
- other relevant higher education qualifications, often with relevant vocational practice
- relevant extensive vocational practice, without formal qualifications but which result in appropriate entry level skills.

The qualification assumes that learners are already familiar with the basic concepts of sustainability (e.g. triple bottom line, concept of emissions, carbon and carbon equivalence, and environmental impact) and also familiar with the operations and processes used within the organisation.

## **Impact of changes – Environmental Monitoring and Technology**

The new qualifications include clear environmental science and technology coverage and will enable environmental officers, compliance officers, technicians and field officers to measure and address enterprise impacts on air, water and other external environmental conditions. Other inclusions are implementation of legislation, development and implementation of policy as well as reporting requirements and development of strategic operational plans and procedures. There are three Environmental Monitoring and Technology qualifications each targeting a different level of focus within an organisation.

The new qualifications will address the skilling needs of technicians and paraprofessionals who:

- collect, analyse and report environmental data
- contribute to the assessment of environmental risks and impacts
- develop and/or implement policies, management plans and strategies, and work practices associated with sustainable development, environmental management, waste management, pollution control, rehabilitation and restoration of sites, and catchment areas and regions
- install, operate, and maintain new 'sustainable' technologies
- monitor and report environmental/sustainability performance and compliance
- improve the knowledge and skills of workers and community members about environmental management and sustainability.

### **MSS40211 Certificate IV in Environmental Monitoring and Technology**

This qualification recognises that some industry sectors employ environmental assistants and technicians who have broad technical knowledge and skills in the area of environmental sampling and testing and some understanding of the industry processes and/or ecosystems that they are working with. These personnel do not have the more substantial knowledge of environmental monitoring; complex instrumentation; data analysis; environmental impacts and the strategies for minimising these impacts and remediation/rehabilitation of sites, that is provided by the MSS50211 Diploma of Environmental Monitoring and Technology for environmental officers.

### **MSS50211 Diploma in Environmental Monitoring and Technology**

This qualification is typically used to prepare new employees or develop the skills of existing workers performing an environmental officer role in most industry sectors. The roles include environmental officers, environmental protection officers, environmental compliance officers, environmental technicians and similar personnel employed by enterprises and Commonwealth, state/territory/local governments.

Employees of enterprises are more likely to be involved with environmental monitoring, technology, internal auditing and continuous improvements to enhance compliance and minimise the environmental impacts of processes. Government employees may be involved with inspection/auditing of enterprises and negotiating appropriate responses to instances of non-compliance. Environmental officers often work with environmental scientists, engineers, planners and community groups to manage and conserve natural systems and resources, minimise pollution, remediate/rehabilitate sites and trial practical strategies to protect and improve ecosystems.

### **MSS70211 Vocational Graduate Certificate in Environmental Management**

This qualification applies to environmental site coordinators, environmental managers and senior environmental officers who oversee environmental monitoring and management activities at a site or for a significant environmental management program or project.

The qualification covers the skills and knowledge required by technical specialists who already have a relevant higher education or vocational qualification, or have extensive vocational experience without formal qualifications and require the competence to coordinate environmental monitoring and management activities at a site or for a significant environmental management program or project

## SECTION 2 – Certificate IV in Sustainable Operations

MSS40111	Certificate IV in Sustainable Operations																
<p>This qualification provides the skills and knowledge required to lead the implementation of sustainability related initiatives in a section of an organisation. The qualification has been developed with manufacturing operations as a focus. However, because of the range of organisations in a typical manufacturing value chain it may also be applied to other types of organisations. The qualification is also appropriate for a technician or similar person who as part of a broader job role needs to undertake sustainability related work.</p>																	
<p>This qualification provides sustainability skills that can be applied in the following organisations and environments:</p>																	
<ul style="list-style-type: none"> <li>• manufacturing enterprises</li> <li>• organisations in a manufacturing value chain, such as:               <ul style="list-style-type: none"> <li>◦ suppliers</li> <li>◦ customers</li> <li>◦ distributors, warehouses, transport suppliers and other logistics support organisations</li> <li>◦ professional service suppliers to manufacturing, for example, legal, engineering, accounting, auditing and education and training suppliers.</li> </ul> </li> </ul>																	
<p>To be awarded the MSS40111 Certificate IV in Sustainable Operations, competency must be achieved in <b>ten (10)</b> units of competency.</p>																	
<ul style="list-style-type: none"> <li>• <b>three (3)</b> core units of competency</li> <li>• <b>seven (7)</b> elective units of competency, as specified below.</li> </ul>																	
<p>Note: Units with prerequisites are marked with an asterisk. Refer to the unit for details.</p>																	
<p><b>Core units of competency</b></p>																	
<ul style="list-style-type: none"> <li>• Complete all <b>three (3)</b> of the following units.</li> </ul>																	
<table border="1"> <thead> <tr> <th>Unit code</th> <th>Unit title</th> <th>P</th> </tr> </thead> <tbody> <tr> <td>MSS014001A</td> <td>Improve sustainability through readily implementable change</td> <td></td> </tr> <tr> <td>MSS014002A</td> <td>Evaluate sustainability impact of a work or process area</td> <td></td> </tr> <tr> <td>MSAENV472B</td> <td>Implement and monitor environmentally sustainable work practices</td> <td></td> </tr> </tbody> </table>	Unit code	Unit title	P	MSS014001A	Improve sustainability through readily implementable change		MSS014002A	Evaluate sustainability impact of a work or process area		MSAENV472B	Implement and monitor environmentally sustainable work practices						
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MSS014002A	Evaluate sustainability impact of a work or process area																
MSAENV472B	Implement and monitor environmentally sustainable work practices																
<p><b>Elective units of competency</b></p>																	
<ul style="list-style-type: none"> <li>• Complete <b>seven (7)</b> units of competency, made up of:               <ul style="list-style-type: none"> <li>◦ a minimum of <b>three (3)</b> units from Group A</li> <li>◦ the balance of units, to a maximum of <b>four (4)</b>, may be selected from:                   <ul style="list-style-type: none"> <li>- Group A units, not previously selected</li> <li>- Group B units listed below.</li> </ul> </li> </ul> </li> </ul>																	
<p><b>Group A: Specialist elective units</b></p>																	
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MSS014006A	Contribute to sustainability related audits																

<b>MSS40111</b>		<b>Certificate IV in Sustainable Operations</b>	
MSS015005A	Develop required sustainability reports		
MSS024002A	Implement environmental management plans and procedures		
MSS024003A	Apply an understanding of environmental principles to a site		
LMFFDT4003A	Assess and record the lifecycle of a product		
MSACMT482A	Assist in implementing a proactive maintenance strategy		
MSACMT483A	Support proactive maintenance		
MSAPMOHS401A	Assess risk		
MSAPMSUP301A	Apply HACCP to the workplace		
MSL933003A	Apply critical control point requirements		
MSL934001A	Contribute to the ongoing development of HACCP plans		
MSL974007A	Undertake environmental field-based monitoring		
MSL974009A	Undertake field-based, remote-sensing monitoring		
PMASUP520B	Review procedures to minimise environmental impact of process		
<b>Group B: Other elective units</b>			
<b>Unit code</b>	<b>Unit title</b>	<b>P</b>	
MSS027001A	Coordinate environmental management activities		
BSBRK401A	Identify risk and apply risk management processes		
LMFFT4007B	Sample, inspect and test products to specifications		
LMTGN4002A	Participate in product engineering		
LMTGN4016A	Contribute to the development of products or processes		
MEM30016A	Assist in the analysis of a supply chain		
MEM13002B	Undertake occupational health and safety activities in the workplace		
MSACMC410A	Lead change in a manufacturing environment		
MSACMC411A	Lead a competitive manufacturing team		
MSACMC413A	Lead team culture improvement		
MSACMS400A	Implement a competitive manufacturing system		
MSACMS401A	Ensure process improvements are sustained		
MSACMS405A	Lead a manufacturing team using a balanced score card approach		
MSACMT260A	Use planning software systems in manufacturing		
MSACMT261A	Use SCADA systems in manufacturing		
MSACMT280A	Undertake root cause analysis		
MSACMT423A	Monitor a manufacturing levelled pull system		
MSACMT430A	Improve cost factors in work practices		
MSACMT440A	Lead 5S in a manufacturing environment		
MSACMT441A	Facilitate continuous improvement in manufacturing		
MSACMT450A	Undertake process capability improvements	*	
MSACMT451A	Mistake proof a production process		
MSACMT452A	Apply statistics to processes in manufacturing		
MSACMT453A	Use six sigma techniques	*	
MSACMT460A	Facilitate the use of planning software systems in manufacturing	*	
MSACMT461A	Facilitate SCADA systems in a manufacturing team or work area	*	
MSACMT481A	Undertake proactive maintenance analyses		
A maximum of <b>two (2)</b> Group B elective units may be selected from this Training Package, other endorsed Training Packages and accredited courses			

## SECTION 3 – Diploma in Sustainable Operations

MSS50111	Diploma of Sustainable Operations
<p>This qualification provides the skills and knowledge required to work in a technical, supervisory or operational role in sustainability in an organisation and/or its value chain (e.g. suppliers of goods or services, or customers). The qualification has been developed with manufacturing operations as a focus. However, because of the range of organisations in a typical manufacturing value chain it may also be applied to other types of organisations.</p>	
<p>The qualification packaging has been developed on an assumption that competency will be developed through a combination of on and off-the-job learning strategies. The qualification may also be achieved through recognition processes.</p>	
<p><b>Job roles/employment outcomes</b></p>	
<p>The MSS50111 Diploma of Sustainability specifies the competencies required for employment in job roles related to assisting organisations to improve sustainability and to meet their obligations under sustainability related regulatory arrangements, government or similar incentives, or other initiatives that apply to their operations.</p>	
<p>Employment outcomes related to this qualification may include specialist roles, such as a sustainability manager, or the qualification can provide specialist sustainability competencies to technical, supervisory or operational employees.</p>	
<p><b>Application</b></p>	
<p>This qualification provides sustainability skills that can be applied inside an organisation and its value chain. Examples include:</p>	
<ul style="list-style-type: none"> <li>• manufacturing enterprises</li> <li>• organisations in a value chain, such as: <ul style="list-style-type: none"> <li>◦ suppliers</li> <li>◦ customers</li> <li>◦ distributors, warehouses, transport suppliers and other logistics support organisations</li> <li>◦ professional service suppliers to manufacturing, for example, legal, engineering, accounting and auditing suppliers</li> </ul> </li> <li>• sustainability consulting enterprises.</li> </ul>	
<p><b>Pathways from the qualification</b></p>	
<p>Further training pathways from this qualification include the MSS70111 Vocational Graduate Certificate in Sustainable Operations.</p>	

<b>MSS50111</b>	<b>Diploma of Sustainable Operations</b>	
To be awarded the MSS50111 Diploma of Sustainable Operations, competency must be achieved in <b>twenty (20)</b> units of competency.		
<ul style="list-style-type: none"> <li>• <b>six (6)</b> core units of competency</li> <li>• <b>fourteen (14)</b> elective units of competency, as specified below.</li> </ul>		
Note: Units with prerequisites are marked with an asterisk. Refer to the unit for details.		
<b>Core units of competency</b>		
<ul style="list-style-type: none"> <li>• Complete the following <b>six (6)</b> units of competency.</li> </ul>		
<b>Unit code</b>	<b>Unit title</b>	<b>P</b>
MSS015001A	Measure and report carbon footprint	
MSS015002A	Develop strategies for more sustainable use of resources	
MSS015007A	Develop a business case for sustainability improvements	
MSS015008A	Develop strategic sustainability plans	
MSS015009A	Implement sustainability plans	
MSACMT671A	Develop and manage sustainable environmental practices	
<b>Elective units of competency</b>		
<ul style="list-style-type: none"> <li>• Complete <b>fourteen (14)</b> units of competency, made up of: <ul style="list-style-type: none"> <li>◦ a minimum of <b>seven (7)</b> units from Group A</li> <li>◦ a minimum of <b>three (3)</b> units from Group B</li> <li>◦ the balance of units, to a maximum of <b>four (4)</b>, may be selected from: <ul style="list-style-type: none"> <li>- Group A or B units, not previously selected</li> <li>- Group C elective units, listed below.</li> </ul> </li> </ul> </li> </ul>		
<b>Group A: Specialist sustainability elective units</b>		
<b>Unit code</b>	<b>Unit title</b>	<b>P</b>
MSS014001A	Improve sustainability through readily implementable change	
MSS015003A	Analyse product lifecycle for sustainability	
MSS015004A	Design sustainable product or process	
MSS015005A	Develop required sustainability reports	
MSS015006A	Report to Global Reporting Initiative guidelines	
MSS015010A	Conduct a sustainability water audit	
MSS015011A	Conduct a sustainability energy audit	
MSS015012A	Conduct an emissions audit	
MSS015013A	Conduct a sustainability related transport audit	
MSS015014A	Develop response to sustainability related regulation	
MSS015015A	Evaluate sustainability impact of a process	
MSS015016A	Implement and monitor reengineering for sustainability	
MSS015017A	Develop regulated sustainability reports	
MSS015018A	Inform and educate organisation and community representatives on sustainability issues	
MSACMT670A	Develop and manage sustainable energy practices	
PMASUP520B	Review procedures to minimise environmental impact of process	
PMASUP620B	Manage environmental management system	

<b>MSS50111</b>		<b>Diploma of Sustainable Operations</b>
<b>Group B: Elective units</b>		
<b>Unit code</b>	<b>Unit title</b>	<b>P</b>
MSS025001A	Assist with assessing site environmental indicators	*
MSS025002A	Assess the environmental risk or impact of a project activity or process	*
MSACMC610A	Manage relationships with non-customer external organisations	
MSACMC611A	Manage people relationships	
MSACMC612A	Manage workplace learning	
MSACMC613A	Facilitate holistic culture improvement in a manufacturing enterprise	
MSACMC614A	Develop a communications strategy to support production	
MSACMS600A	Develop a competitive manufacturing system	
MSACMS601A	Analyse and map a value chain	*
MSACMS602A	Manage a value chain	*
MSACMS603A	Develop manufacturing related business plans	
MSACMT452A	Apply statistics to processes in manufacturing	
MSACMT620A	Develop quick changeover procedures	
MSACMT621A	Develop a Just in Time (JIT) system	*
MSACMT631A	Undertake value analysis of product costs in terms of customer requirements	*
MSACMT632A	Analyse cost implications of maintenance strategy	
MSACMT640A	Manage 5S system in a manufacturing environment	
MSACMT641A	Implement a continuous improvement system	
MSACMT650A	Determine and improve process capability	*
MSACMT660A	Develop the application of enterprise systems in manufacturing	
MSACMT661A	Determine and establish information collection requirements and processes	
MSACMT662A	Develop a documentation control strategy for a manufacturing enterprise	
MSACMT675A	Facilitate the development of a new product	*
MSACMT681A	Develop a proactive maintenance strategy	
MSAENV672B	Develop workplace policy and procedures for sustainability	
MSAPMOHS510A	Manage risk	
<b>Group C: Elective units</b>		
<b>Unit code</b>	<b>Unit title</b>	<b>P</b>
MSS024003A	Apply an understanding of environmental principles to a site	
MSACMC410A	Lead change in a manufacturing environment	
MSACMS400A	Implement a competitive manufacturing system	
MSACMT260A	Use planning software systems in manufacturing	
MSACMT261A	Use SCADA systems in manufacturing	
MSACMT280A	Undertake root cause analysis	

<b>MSS50111</b>		<b>Diploma of Sustainable Operations</b>	
MSACMT423A	Monitor a manufacturing levelled pull system		
MSACMT451A	Mistake proof a production process		
MSACMT453A	Use six sigma techniques	*	
MSACMT460A	Facilitate the use of planning software systems in manufacturing	*	
MSACMT481A	Undertake proactive maintenance analyses		
MSAPMSUP390A	Use structured problem solving tools		

## SECTION 4 – Graduate Certificate in Sustainability

MSC70110	Vocational Graduate Certificate in Sustainable Operations
<p>This qualification provides professional development training and recognition to people exercising leadership or change management functions in an organisation on sustainability, including setting of sustainability strategy and leadership and planning for the deployment of the sustainability strategy.</p>	
<p>The qualification packaging has been developed on an assumption that competency will be developed through a combination of on and off-the-job learning strategies and that the learner has access to a workplace for projects. The qualification may also be achieved through recognition processes.</p>	
<p><b>Job roles/employment outcome</b>            The MSS70111 Vocational Graduate Certificate in Sustainable Operations provides professional development for individuals who already have some previous training or work experience in sustainability systems and processes. It is not an entry level qualification in sustainability. In particular the qualification assumes that learners are already familiar with the basic concepts of sustainability (e.g. triple bottom line, concept of emissions, carbon and carbon equivalence, environmental impact, and so on) and are also familiar with the operations and processes used within their organisation.</p>	
<p><b>Application</b>            The qualification applies to individuals who have responsibility at a strategy level for improving sustainability within an organisation. Aspects of this responsibility may include regulatory responses, setting and monitoring of sustainability related performance indicators, liaison with stakeholders including shareholders, employees, value chain members and the local and general community. Target groups include supervisors, managers and technical experts responsible for implementing sustainability improvement strategies and practices in their organisation and/or all or part of the value chain.</p>	
<p>The qualification has been developed with manufacturing operations as a focus. However, because of the range of organisations in a typical manufacturing value chain it may also be applied to other types of organisations.</p>	
<p><b>Pathways into the qualification</b>            Entrants to this qualification should have one or more of the following:</p> <ul style="list-style-type: none"> <li>• Advanced Diploma or Diploma in a sustainability related discipline or relevant technical field, or a relevant Certificate IV or Certificate III together with significant relevant vocational practice in a relevant technical field,</li> <li>• a Bachelor Degree in a relevant technical field</li> <li>• another relevant higher education qualification, often with relevant vocational practice</li> <li>• relevant extensive vocational practice, without formal qualifications but which result in appropriate entry level skills.</li> </ul>	
<p>Entrants for the qualification should also possess operational or technical skills related to the organisation seeking sustainability improvements either through prior experience or previous study.</p>	

<b>MSC70110</b>	<b>Vocational Graduate Certificate in Sustainable Operations</b>
To be awarded the MSS70111 Vocational Graduate Certificate in Sustainable Operations competency must be achieved in <b>five (5)</b> units of competency.	
<ul style="list-style-type: none"> <li>• <b>two (2)</b> core units of competency</li> <li>• <b>three (3)</b> elective units of competency, as specified below</li> </ul>	
<b>Note:</b> None of the units listed in this qualification have prerequisites.	
<b>Core units of competency</b>	
<ul style="list-style-type: none"> <li>• Complete the following <b>two (2)</b> units of competency.</li> </ul>	
<b>Unit code</b>	<b>Unit title</b>
MSS017001A	Analyse and determine organisational risk areas in sustainability
MSS017004A	Lead sustainable strategy deployment
<b>Elective units of competency</b>	
<ul style="list-style-type: none"> <li>• Complete <b>three (3)</b> elective units of competency, made up of: <ul style="list-style-type: none"> <li>◦ a minimum of <b>two (2)</b> units from Group A</li> <li>◦ the balance of <b>one (1)</b> elective unit, may be selected from: <ul style="list-style-type: none"> <li>- Group A units, not previously selected</li> <li>- Group B elective units, listed below.</li> </ul> </li> </ul> </li> </ul>	
<b>Group A: Elective units</b>	
<b>Unit code</b>	<b>Unit title</b>
MSS017002A	Determine process loss through mass balancing
MSS017003A	Identify and respond to external sustainability factors for an organisation
MSS017005A	Manage a major sustainability non-conformance
MSS017006A	Identify and improve sustainability interactions relations with the community
MSS017007A	Design for sustainability
MSS027002A	Apply environmental legislation, codes and standards
MSACMG712A	Lead a problem solving process to determine and solve root cause
<b>Group B: Elective units</b>	
<b>Unit code</b>	<b>Unit title</b>
MSACMG700A	Review continuous improvement processes
MSACMG701A	Prepare for and implement change
MSACMG702A	Review manufacturing practice tools and techniques
MSACMG703A	Analyse process changes
MSACMG704A	Facilitate improvements in the internal value chain
MSACMG705A	Undertake a qualitative review of a process change
MSACMG706A	Build relationships between teams in a manufacturing environment
MSACMG708A	Capture learning from daily activities in a manufacturing organisation
MSACMG709A	Facilitate improvements in the external value chain
MSACMG710A	Improve visual management in the workplace
MSACMG711A	Manage benchmarking studies
MSACMG800A	Analyse data for relevance to organisational learning
MSACMG801A	Develop the competitive manufacturing approach
MSACMG802A	Audit the use of competitive tools
MSAENV672B	Develop workplace policy and procedures for sustainability
<b>One (1)</b> elective unit may be selected from this Training Package, other endorsed Training Packages and accredited courses, where that unit is available at Vocational Graduate Certificate and Vocational Graduate Diploma level.	

## SECTION 5 – Certificate IV in Environment

MSS40211	Certificate IV in Environmental Monitoring and Technology
<p>This qualification covers the skills and knowledge required to conduct environmental sampling, testing and monitoring in a variety of industry sectors.</p> <p>The MSS40211 Certificate IV in Environmental Monitoring and Technology provides technical training across a range of industry sectors, such as:</p> <ul style="list-style-type: none"> <li>• environmental monitoring, sampling and field testing (e.g. air, water, soil and rocks)</li> <li>• geotechnical services</li> <li>• natural resource management</li> <li>• water supply and treatment, storm and wastewater management</li> <li>• solid and hazardous waste management.</li> </ul> <p>Job roles targeted by this qualification include environmental assistants, environmental technicians and similar personnel employed by enterprises and Commonwealth, state/territory/local governments in the sectors listed above. Many of these employees are engaged in the monitoring of environmental impacts at industrial sites. They operate monitoring equipment, collect samples and conduct tests both in the field and at site laboratories.</p> <p>In broad terms, they may:</p> <ul style="list-style-type: none"> <li>• plan and conduct site sampling, field testing and measurements (e.g. meteorological)</li> <li>• plan field work, arrange access to sites, logistics, equipment and supplies</li> <li>• assemble, test, pack and transport equipment and supplies</li> <li>• navigate using maps and global positioning systems (GPS)</li> <li>• collect, process and present spatial/attribute data using GPS and GIS</li> <li>• conduct field surveys of flora, fauna, water and soils</li> <li>• calibrate and operate a wide variety of field-based instrumentation</li> <li>• troubleshoot, repair, maintain and adapt instrumentation</li> <li>• log and process data using a variety of computer hardware and software</li> <li>• interpret data to identify significant anomalies and trends</li> <li>• report results and make logical conclusions</li> <li>• define and solve problems of limited complexity where the information available is less obvious, but not contradictory, and can be determined by direct reasoning</li> <li>• work under the direction and regular supervision of environmental officers, environmental site coordinators, site managers, or environmental scientists, engineers and planners</li> <li>• work in a team and may have responsibility for their own work outputs.</li> </ul> <p>This qualification is typically used to prepare new employees or develop the skills of existing workers performing an environmental assistant role in a variety of industry sectors.</p> <p>This qualification recognises that the industry sectors listed above employ environmental assistants and technicians who have broad technical knowledge and skills in the area of environmental sampling and testing and some understanding of the industry processes and/or ecosystems that they are working with. These personnel do not have the more substantial knowledge of environmental monitoring; complex instrumentation; data analysis; environmental impacts and the strategies for minimising these impacts; and remediation/rehabilitation of sites, that is provided by the MSS50211 Diploma of Environmental Monitoring and Technology for environmental officers.</p> <p>Training programs for this qualification are suitable to be undertaken as part of a formal training contract with an employer under an Australian Traineeship or Apprenticeship arrangement.</p>	

**MSS40211 Certificate IV in Environmental Monitoring and Technology**

To be awarded the MSS40211 Certificate IV in Environmental Monitoring and Technology, competency must be achieved in a total of **sixteen (16)** units of competency.

- **eight (8)** core units of competency
- **eight (8)** elective units of competency, as specified below.

Units listed under **core** are considered essential for all environmental assistants. The units listed as **electives** may only apply to some personnel according to the size and scope of the particular enterprise and industry sector.

**Note:** Units with prerequisites are marked with an asterisk. Refer to the unit for details.

**Core units of competency**

- Complete the following **eight (8)** units of competency.

Unit code	Unit title	P
MSS024001A	Work and communicate effectively as an environmental technician	
MSS024002A	Implement environmental management plans and procedures	
MSS024003A	Apply an understanding of environmental principles to a site	
MSS024004A	Process and present environmental data	
MSAENV272B	Participate in environmentally sustainable work practices	
MSL943002A	Participate in laboratory/field workplace safety	
MSL952001A	Collect routine site samples	
MSL974007A	Undertake environmental field-based monitoring	

**Elective units of competency**

- Complete **eight (8)** elective units of competency, made up of:
  - a minimum of **four (4)** units from Group A
  - the balance of units, to a maximum of **four (4)** may be selected from:
    - Group A units, not previously selected
    - Group B units, listed below.

**Group A: Elective units**

Unit code	Unit title	
MSS014006A	Contribute to sustainability related audits	
MSS024005A	Collect spatial and discrete environmental data	
MSS024006A	Perform sampling and testing of water	
MSS024007A	Collect and evaluate meteorological data	
MSS024008A	Recognise common geological landforms and samples	
MSS024009A	Assist with assessing and monitoring stormwater systems	
MSS024010A	Perform environmental biological techniques	
MSS024011A	Navigate in urban, regional and remote areas	
MSS024012A	Undertake simple environmental project activities	
AHCFAU201A	Recognise fauna	
AHCPCM201A	Recognise plants	
AHCWRK203A	Operate in isolated and remote situations	
CUVPHI05B	Use a 35mm SLR camera or digital equivalent	
HLTFA301B	Apply first aid	
MSL904001A	Perform standard calibrations	

<b>MSS40211</b>	<b>Certificate IV in Environmental Monitoring and Technology</b>	
MSL924002A	Use laboratory application software	
MSL935004A	Maintain instruments and equipment	
MSL954001A	Obtain representative samples in accordance with sampling plan	
MSL973001A	Perform basic tests	
MSL973002A	Prepare working solutions	
MSL974003A	Perform chemical tests and procedures	
MSL974009A	Undertake field-based, remote sensing monitoring	
PSPRAD703A	Perform basic radiation measurements	
PUAWER009B	Participate as a member of a workplace emergency initial response team	
TAEDEL301A	Provide work skill instruction	

**Group B: Elective units**

<b>Unit code</b>	<b>Unit title</b>	
MSS015001A	Measure and report carbon footprint	
MSS015010A	Conduct a sustainability water use audit	
MSS015011A	Conduct a sustainability energy audit	
MSS015012A	Conduct an emissions audit	
MSS015018A	Inform and advise organisation and community representatives on sustainability issues	
MSS025001A	Assist with assessing site environmental indicators	*
MSS025002A	Assess the environmental risk or impact of a project activity or process	*
MSS025003A	Report environmental data	*
MSS025004A	Provide environmental information to customers	
MSS025005A	Produce site maps	*
MSS025006A	Collect and evaluate groundwater data	
MSS025007A	Perform sampling and testing of soils	*
MSS025008A	Monitor and evaluate noise	
MSS025009A	Perform sampling and testing of air	
MSS025010A	Assist with odour source assessment	
MSS025011A	Assist with odour field assessment	
MSS025012A	Perform environmental microbiological tests	*
MSS025013A	Assist with assessing and monitoring wetlands	
MSS025014A	Perform sampling and testing of contaminated sites	*
MSS025015A	Plan and conduct environmental project work	
MSS025016A	Perform sampling and testing of stationary emissions	
AHCPMG405A	Implement pest management action plans	
AHCLPW405A	Monitor biodiversity	
BSBOHS406C	Use equipment to conduct workplace monitoring	
MSAENV472B	Implement and monitor environmentally sustainable work practices	
MSL975011A	Design and supervise complex environmental field surveys	*
MSL975017A	Perform laboratory-based ecological techniques	*
PRMWM01B	Plan waste audit	
PRMWM02B	Carry out waste audit	
PSPRAD707A	Monitor radiation	

## SECTION 6 – Diploma in Environmental Monitoring

MSS50211	Diploma of Environmental Monitoring and Technology
<p>This qualification covers the skills and knowledge required to apply a range of methods and technologies to conduct environmental sampling, testing and monitoring in most industry sectors and to assist environmental scientists, engineers and planners with site assessment, minimising environmental impacts of processes and remediation/rehabilitation of sites.</p>	
<p><b>Job roles/employment outcomes</b></p>	
<p>The MSS50211 Diploma of Environmental Monitoring and Technology provides technical training across a range of industry sectors, such as:</p>	
<ul style="list-style-type: none"> <li>• environmental monitoring, sampling and field testing (e.g. air, odour, water, soil and noise)</li> <li>• geotechnical services</li> <li>• natural resource management</li> <li>• occupational hygiene monitoring (e.g. air, noise and radiation)</li> <li>• water supply and treatment, storm and wastewater management</li> <li>• solid and hazardous waste management</li> <li>• site remediation and rehabilitation</li> <li>• resource efficiency (e.g. energy, water and waste auditing).</li> </ul>	
<p>Job roles targeted by this qualification include environmental officers, environmental protection officers, environmental compliance officers, environmental technicians and similar personnel employed by enterprises and Commonwealth, state/territory/local governments in the sectors listed above. These personnel often work with environmental scientists, engineers, planners and community groups to manage and conserve natural systems and resources, minimise pollution, remediate/rehabilitate sites and trial practical strategies to protect and improve ecosystems. Their work often involves environmental monitoring and technology, internal auditing and continuous improvements to enhance compliance and minimise the environmental impacts of processes. Government employees may be more involved with external inspection and auditing of enterprises and negotiating appropriate responses to instances of non-compliance.</p>	
<p>In broad terms, they may:</p>	
<ul style="list-style-type: none"> <li>• plan and schedule work and project activities (e.g. inspections and field surveys) and determine equipment, materials and consumable requirements</li> <li>• develop site or field plans/instructions for specific environmental management activities</li> <li>• assist with the design of environmental monitoring programs for sites/areas</li> <li>• contribute to the assessment of environmental impacts of development and human activities</li> <li>• undertake part or total ecological studies for a site</li> <li>• conduct site inspections and full or part environmental audits of processes</li> <li>• conduct field surveys of flora, fauna, water and soils</li> <li>• collect samples/specimens, such as air, odour, water, groundwater, waste, soil residues, noise, biological, microbiological and geological</li> <li>• set up, test, conduct calibration checks and operate a wide range of environmental monitoring equipment, field test instruments, data loggers, and/or remote sensing stations</li> <li>• troubleshoot, repair, maintain and/or adapt instrumentation</li> <li>• conduct tests/measurements involving air, odour, water, groundwater, waste, soil residues, noise, microbiological, geological and meteorological samples</li> <li>• collect, process and present spatial/attribute data using global positioning systems (GPS) and geographical information systems (GIS)</li> <li>• analyse data to identify trends, unexpected results and report conclusions</li> <li>• provide environmental management information to site personnel, enterprises, industry organisations and communities</li> <li>• provide environmental management information to site personnel and community members</li> </ul>	

<b>MSS50211</b>	<b>Diploma of Environmental Monitoring and Technology</b>	
To be awarded the MSS50211 Diploma of Environmental Monitoring and Technology, competency must be achieved in a total of <b>twenty (20)</b> units of competency.		
<ul style="list-style-type: none"> <li>• <b>eleven (11)</b> core units of competency</li> <li>• <b>nine (9)</b> elective units of competency, as specified below.</li> </ul>		
Units listed under <b>core</b> are considered essential for all environmental officers. The units listed as <b>electives</b> may only apply to some personnel according to the size and scope of the particular enterprise and industry sector.		
<b>Note:</b> Units with prerequisites are marked with an asterisk. Refer to the unit for details.		
<b>Core units of competency</b>		
<ul style="list-style-type: none"> <li>• Complete the following <b>eleven (11)</b> units of competency.</li> </ul>		
<b>Unit code</b>	<b>Unit title</b>	<b>P</b>
MSAENV472B	Implement and monitor environmentally sustainable work practices	
MSS024002A	Implement environmental management plans and procedures	
MSS024003A	Apply an understanding of environmental principles to a site	
MSS024004A	Process and present environmental data	
MSS025001A	Assist with assessing site environmental indicators	*
MSS025002A	Assess the environmental risk or impact of a project activity or process	*
MSS025003A	Report environmental data	*
MSS025004A	Provide environmental information to customers	
MSL943002A	Participate in laboratory/field workplace safety	
MSL952001A	Collect routine site samples	
MSL974007A	Undertake environmental field-based monitoring	
<b>Elective units of competency</b>		
<ul style="list-style-type: none"> <li>• Complete <b>nine (9)</b> elective units of competency, made up of: <ul style="list-style-type: none"> <li>◦ a minimum of <b>four (4)</b> units from Group A</li> <li>◦ the balance of units, to a maximum of <b>five (5)</b>, may be selected from: <ul style="list-style-type: none"> <li>- Group A units, not previously selected</li> <li>- Group B units, listed below.</li> </ul> </li> </ul> </li> </ul>		
<b>Group A: Elective units</b>		
<b>Unit code</b>	<b>Unit title</b>	<b>P</b>
MSS025005A	Produce site maps	*
MSS025006A	Collect and evaluate groundwater data	
MSS025007A	Perform sampling and testing of soils	*
MSS025008A	Monitor and evaluate noise	
MSS025009A	Perform sampling and testing of air	
MSS025010A	Assist with odour source assessment	
MSS025011A	Assist with odour field assessment	
MSS025012A	Perform environmental microbiological tests	*
MSS025013A	Assist with assessing and monitoring wetlands	
MSS025014A	Perform sampling and testing of contaminated sites	*
MSS025015A	Plan and conduct environmental project work	

<b>MSS50211</b>	<b>Diploma of Environmental Monitoring and Technology</b>	
MSS025016A	Perform sampling and testing of stationary emissions	
MSS015001A	Measure and report carbon footprint	
MSS015010A	Conduct a sustainability water use audit	
MSS015011A	Conduct a sustainability energy audit	
MSS015012A	Conduct an emissions audit	
MSS015018A	Inform and advise organisation and community representatives on sustainability issues	
AHCPMG405A	Implement pest management action plans	
AHCLPW405A	Monitor biodiversity	
BSBOHS406C	Use equipment to conduct workplace monitoring	
MSL975011A	Design and supervise complex environmental field surveys	*
MSL975017A	Perform laboratory-based ecological techniques	*
MSL975023A	Supervise geotechnical site investigations	*
PRMWM01B	Plan waste audit	
PRMWM02B	Carry out waste audit	
PSPRAD707A	Monitor radiation	

**Group B: Elective units**

<b>Unit code</b>	<b>Unit title</b>	<b>P</b>
MSS024001A	Work and communicate effectively as an environmental technician	
MSS024005A	Collect spatial and discrete environmental data	
MSS024006A	Perform sampling and testing of water	
MSS024007A	Collect and evaluate meteorological data	
MSS024008A	Recognise common geological landforms and samples	
MSS024009A	Assist with assessing and monitoring stormwater systems	
MSS024010A	Perform environmental biological techniques	
MSS024011A	Navigate in urban and regional/remote areas	
MSS024012A	Undertake simple environmental project activities	
MSS014006A	Contribute to sustainability related audits	
AHCFAU201A	Recognise fauna	
AHCPCM201A	Recognise plants	
AHCWRK203A	Operate in isolated and remote situations	
CUVPHI05B	Use a 35mm SLR camera or digital equivalent	
HLTFA301B	Apply first aid	
MSL904001A	Perform standard calibrations	
MSL924002A	Use laboratory application software	
MSL935004A	Maintain instruments and equipment	
MSL973001A	Perform basic tests	
MSL973002A	Prepare working solutions	
MSL974003A	Perform chemical tests and procedures	
MSL974009A	Undertake field-based, remote-sensing monitoring	
MSL954001A	Obtain representative samples in accordance with sampling plan	
PSPRAD703A	Perform basic radiation measurements	
PUAWER009B	Participate as a member of a workplace emergency initial response team	
TAEDEL301A	Provide work skill instruction	
A maximum of <b>five (5)</b> elective units may be selected from this Training Package, other endorsed Training Packages and accredited courses, where those units are relevant and available at Diploma level or above.		

## SECTION 7 – GRADUATE CERTIFICATE (Environment)

<b>MSS70211</b>	<b>Vocational Graduate Certificate in Environmental Management</b>
<p>This qualification covers the skills and knowledge required by technical specialists who already have a relevant higher education or vocational qualification, or have extensive vocational experience without formal qualifications and require the competence to coordinate environmental monitoring and management activities at a site, or for a significant environmental management program or project.</p> <p>This qualification was developed in response to a widespread industry shortage of technicians and (para) professionals who have the detailed knowledge and practical skills required to oversee day-to-day environmental monitoring and management programs and remediation or rehabilitation activities. It has strong industry support.</p> <p><b><i>Job roles/employment outcomes</i></b></p> <p>The MSS70211 Vocational Graduate Certificate in Environmental Management provides training in advanced environmental monitoring, technology and data analysis techniques for individuals who have some previous training or work experience in environmental monitoring and technology at AQF V or higher. Job roles targeted by this qualification include environmental site coordinators, environmental managers and senior environmental officers employed by enterprises/authorities in a wide range of industry sectors, such as:</p> <ul style="list-style-type: none"> <li>• environmental monitoring and management services (e.g. air, water, soil and noise)</li> <li>• environmental compliance, auditing and inspection</li> <li>• geotechnical services</li> <li>• natural resource management</li> <li>• occupational hygiene monitoring (e.g. air, noise and radiation)</li> <li>• water supply and treatment, storm and wastewater management</li> <li>• solid and hazardous waste management</li> <li>• site remediation or rehabilitation</li> <li>• resource efficiency consultancy (e.g. energy, water and waste auditing).</li> </ul> <p>Note that the term 'manager' is used to refer to management of a function, project and /or program and does not necessarily imply line management.</p> <p>The specific job role of personnel will depend on whether they are employed in the private or public sector and which industry sector. They may individually, or as part of a team:</p> <ul style="list-style-type: none"> <li>• interpret and implement environmental monitoring, management and/or sustainability policies, plans and strategies for sites, catchment areas and regions</li> <li>• plan, resource and execute a wide range of environmental management activities (e.g. sampling, monitoring, impact/risk assessments, remediation and rehabilitation) for sites, catchment areas and regions</li> <li>• undertake complex environmental management project work</li> <li>• monitor legislative requirements and develop responses on behalf of the enterprise/authority</li> <li>• ensure enterprise legislative compliance through performance monitoring and auditing</li> <li>• process, verify and analyse monitoring data</li> <li>• develop and trial environmental management options</li> <li>• liaise with regulatory bodies about permits, approvals and compliance matters</li> <li>• liaise with local stakeholders, contractors and consultants about environmental issues and/or technical matters</li> <li>• present environmental information to clients and members of the community</li> <li>• contribute to environmental decision making</li> <li>• provide information and training to site personnel (e.g. environmental management</li> </ul>	

MSS70211	<b>Vocational Graduate Certificate in Environmental Management</b>																			
<p>obligations and responsibilities, specific sampling/monitoring methods and instrument use)</p> <ul style="list-style-type: none"> <li>• develop, implement and improve procedures and work instructions for enterprise personnel who conduct, sampling, field testing, hazard control, waste minimisation, site remediation and environmental audits/inspections</li> <li>• define and solve complex problems by investigating, developing and/or testing alternatives that may involve incomplete or ill-defined information</li> <li>• contribute to improving enterprise/authority environmental performance</li> <li>• prepare costings and proposals, and manage project finances</li> <li>• report environmental performance and the progress and outcomes of projects within broad scope of accountability.</li> </ul>																				
<p>Environmental site coordinators, environmental managers and senior environmental officers require a detailed knowledge of the environmental management policies and legislative requirements that are relevant to their enterprise or authority's business activities and must be able to explain these to other site personnel. They require highly specialised knowledge of environmental monitoring methods, instrumentation and processing of large data sets. They must also understand the complexity of industry processes and/or ecosystems that they are working with; the likely environmental impacts of development and human activities (e.g. air, soil, noise, water and resource use); as well as strategies for minimising these impacts and the remediation or rehabilitation of sites/areas. They need well developed operational planning and complex problem-solving skills, supervision and communication skills along with liaison, negotiation skills and report writing skills. They work under broad direction from environmental scientists, engineers and planners.</p>																				
<p>To be awarded the MSS70211 Vocational Graduate Certificate in Environmental Management, competency must be achieved in a total of <b>twelve (12)</b> units of competency.</p>																				
<ul style="list-style-type: none"> <li>• <b>five (5)</b> core units of competency</li> <li>• <b>seven (7)</b> elective units of competency, as specified below.</li> </ul>																				
<p>The <b>core</b> units listed below are considered to be essential for all environmental site coordinators, environmental managers and senior environmental officers. The units listed as <b>electives</b> may only apply to some personnel according to the size and scope of their particular enterprise and the industry sectors that they work in.</p>																				
<p><b>Note:</b> Units with prerequisites are marked with an asterisk. Refer to the unit for details.</p>																				
<p><b>Core units of competency</b></p>																				
<ul style="list-style-type: none"> <li>• Complete all <b>five (5)</b> of the following units.</li> </ul>																				
<table border="1"> <thead> <tr> <th>Unit code</th> <th>Unit title</th> <th>P</th> </tr> </thead> <tbody> <tr> <td>MSS027001A</td> <td>Coordinate environmental management activities</td> <td></td> </tr> <tr> <td>MSS027002A</td> <td>Apply environmental legislation, codes and standards</td> <td></td> </tr> <tr> <td>MSS027003A</td> <td>Provide environmental advice to clients</td> <td></td> </tr> <tr> <td>MSAENV472B</td> <td>Implement and monitor environmentally sustainable work practices</td> <td></td> </tr> <tr> <td>MSL944001A</td> <td>Maintain laboratory/field workplace safety</td> <td></td> </tr> </tbody> </table>	Unit code	Unit title	P	MSS027001A	Coordinate environmental management activities		MSS027002A	Apply environmental legislation, codes and standards		MSS027003A	Provide environmental advice to clients		MSAENV472B	Implement and monitor environmentally sustainable work practices		MSL944001A	Maintain laboratory/field workplace safety			
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MSL944001A	Maintain laboratory/field workplace safety																			

**Elective units of competency**

- Complete **seven (7)** elective units of competency, made up of:
  - a minimum of **three (3)** units from Group A
  - the balance of units, to a maximum of **four (4)**, may be selected from:
    - Group A units, not previously selected
    - Group B units, listed below.

MSS70211		Vocational Graduate Certificate in Environmental Management
<b>Group A: Elective units</b>		
Unit code	Unit title	P
MSS027004A	Contribute to environmental decision making	
MSS027005A	Contribute to improving environmental performance	
MSS027006A	Coordinate water quality management activities	*
MSS027007A	Coordinate air quality management activities	*
MSS027008A	Coordinate noise management activities	*
MSS027009A	Coordinate site remediation or rehabilitation activities	*
MSS027010A	Undertake complex environmental project work	
MSS027011A	Select, commission and maintain environmental monitoring instruments	
MSS027012A	Implement and monitor the site OHS management system	*
BSBOHS605B	Apply occupational hygiene principles to control OHS risk	
LGAPLEM506A	Improve community knowledge and skills in environmental management practices	
PUAWER010B	Lead a workplace emergency initial response team	
RIINHB408A	Supervise environmental drilling operations	
RIIPRM501A	Implement, monitor, rectify and report on contracts	
RTC5908A	Prepare estimates, quotes and tenders	
<b>Group B: Elective units</b>		
Unit code	Unit title	P
MSS025005A	Produce site maps	*
MSS025006A	Collect and evaluate groundwater data	
MSS025007A	Perform sampling and testing of soils	*
MSS025008A	Monitor and evaluate noise	
MSS025009A	Perform sampling and testing of air	
MSS025010A	Assist with odour source assessment	
MSS025011A	Assist with odour field assessment	
MSS025013A	Assist with assessing and monitoring wetlands	
MSS025014A	Perform sampling and testing of contaminated sites	*
MSS025016A	Perform sampling and testing of stationary emissions	
MSS024005A	Collect spatial and discrete environmental data	
MSS024006A	Perform sampling and testing of water	
MSS024007A	Collect and evaluate meteorological data	
MSS024008A	Recognise common geological landforms and samples	
MSS024009A	Assist with assessing and monitoring stormwater systems	
MSL974007A	Undertake environmental field-based monitoring	
MSL974009A	Undertake field-based, remote sensing	
MSL975011A	Design and supervise complex environmental field surveys	*
PSPRAD707A	Monitor radiation	
A maximum of <b>two (2)</b> elective units may be chosen from this Training Package, other endorsed Training Packages and accredited courses, where those units are available at Vocational Graduate Certificate level.		