



## Clustered Units

**RIIWHS202E Enter and work in confined spaces,  
MSMWHS217 Gas test atmospheres  
MSMWHS201 Conduct hazard analysis**

### *Student Enrolment Form*

RETURN TO SITETRAIN

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Course Enrolment Form  
Answer Sheet – Theory Assessment  
Performance Assessment

Student Name: \_\_\_\_\_

Rev Date: March 2023	Doc ID: 07. Student Enrolment Form + AnswerSheet V2	Version #: 2	Approved By: D Palazzi	Date Approved: 1/3/23	Page 1 of 13
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**Student Enrolment Form**

<b>Title:</b>		<b>First Given Name:</b>		<b>Family Name:</b>	
<b>Gender:</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other			<b>Birth Date:</b>	
<b>Home Number:</b>				<b>Mobile Number:</b>	
<b>Email Address:</b>					
<b>Home address:</b>					
<b>Postal address:</b>					
<b>In which country where you born?</b>	<input type="checkbox"/> Australia		<input type="checkbox"/> Other (Please specify):		
<b>What is your highest COMPLETED school level? (Tick ONE box only.)</b>					
<input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent			<input type="checkbox"/> Year 9 or equivalent <input type="checkbox"/> Year 8 or below <input type="checkbox"/> Never attended school		
<b>In which YEAR did your complete school?</b>					
<b>Are you still attending secondary school?</b>					
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Have you successfully completed any of the following qualifications?</b>					
			<input type="checkbox"/> No <input type="checkbox"/> Yes - bachelor's degree or Higher Degree <input type="checkbox"/> Yes - Advanced Diploma or associate degree. <input type="checkbox"/> Yes - Diploma (or Associate Diploma) <input type="checkbox"/> Yes - Certificate IV <input type="checkbox"/> Yes - Certificate III (or Trade Certificate) <input type="checkbox"/> Yes - Certificate II <input type="checkbox"/> Yes - Certificate I <input type="checkbox"/> Yes - Certificates other than the above		
<b>Of the following categories, which best describes your current employment status?</b>					
			<input type="checkbox"/> Full-time employee <input type="checkbox"/> Part-time employee <input type="checkbox"/> Self-employed - not employing others. <input type="checkbox"/> Employer <input type="checkbox"/> Employed - unpaid worker in a family business. <input type="checkbox"/> Unemployed - seeking full-time work. <input type="checkbox"/> Unemployed - seeking part-time work. <input type="checkbox"/> Not employed - not seeking employment		
<b>Do you speak a language other than English at home?</b>		<input type="checkbox"/> No, English only		<input type="checkbox"/> Yes (please specify):	
<b>How well do you speak English?</b>		<input type="checkbox"/> Very well <input type="checkbox"/> Well		<input type="checkbox"/> Not well <input type="checkbox"/> Not at all	

<b>Are you of Aboriginal or Torres Strait Islander origin? (Tick one)</b>	
<input type="checkbox"/> No	<input type="checkbox"/> Yes, Aboriginal
<input type="checkbox"/> Yes, Torres Strait Islander	<input type="checkbox"/> Yes, Both Aboriginal & Torres Strait Islander
<b>Do you identify yourself as having a disability? (Please tick)</b>	
<input type="checkbox"/> No	<input type="checkbox"/> Yes, Hearing/Deaf
<input type="checkbox"/> Yes, Intellectual	<input type="checkbox"/> Yes, Vision
<input type="checkbox"/> Yes, Learning	<input type="checkbox"/> Yes, Physical
<input type="checkbox"/> Yes, Medical Condition	<input type="checkbox"/> Yes, Mental Illness
<input type="checkbox"/> Yes, Acquired brain impairment	<input type="checkbox"/> Other
<b>Do you consider that you have adequate literacy and numeracy skills to undertake the course:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure
<b>Are you seeking credit for previous training or recognition of prior learning?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure
<b>Are there any individual needs you have that we should be aware of, so we take these into account when planning your training:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure
If yes, please provide us a little more information:	

<b>Unit or Qualification Name:</b>	<b>RIIWH202E Enter and work in a confined space</b> <b>MSMWHS201 Conduct hazard analysis</b> <b>MSMWHS217 Gas test atmospheres</b>		
<b>Start Date:</b>		<b>Finish Date:</b>	
<b>Of the following categories, which best describes your main reason for undertaking this course / traineeship / apprenticeship? (Tick ONE box only.)</b>			
<input type="checkbox"/> To get a job <input type="checkbox"/> To develop my existing business <input type="checkbox"/> To start my own business <input type="checkbox"/> To try for a different career <input type="checkbox"/> To get a better job or promotion		<input type="checkbox"/> It was a requirement of my job. <input type="checkbox"/> I wanted extra skills for my job. <input type="checkbox"/> To get into another course of study <input type="checkbox"/> For personal interest or self-development <input type="checkbox"/> Other reasons	

<b>Emergency Contact Name</b>		<b>Mobile Number:</b>	
<b>Phone Number:</b>		<b>Relationship:</b>	

## Unique Student Identifier

If you're studying nationally recognised training in Australia from 1 January 2015, you will be required to have a Unique Student Identifier (USI). Your USI links to an online account that contains all your training records and results (transcript) that you have completed from 1 January 2015 onwards. Your results from 2015 will be available in your USI account in 2016.

When applying for a job or enrolling in further study, you will often need to provide your training records and results (transcript). One of the main benefits of the USI is the ability to provide students with easy access to their training records and results (transcript) throughout their life. You can access your USI account online from your computer, tablet, or smart phone anytime. Fact sheets –available to download [Student Information for the USI](#)

It's free and easy to [create your own USI](#) and will only take a few minutes of your time. Alternatively, we can create your USI on your behalf. To do this we will need some additional identification information from you such as your driver's licence number.

<b>Do you already have a Unique Student Identifier?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure
<b>If you have a USI, please write Clearly:</b>	USI:
<b>If no, would you like us to create your USI on your behalf?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Do you give permission for us to search for your USI?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>What is your Driver's Licence Number?</b>	
<b>What is your Driver's Licence <u>Card Number</u>?</b>	
<b>What State or Territory is your Driver's Licence issued?</b>	
<b>Town of Birth?</b>	

The *Student Identifiers Act 2014* (s.11) requires RTOs to destroy personal information collected from individuals **solely** for the purpose of applying for a USI. The above information will be destroyed asap.

## Proof of Identity

Please either provide a referee or your driver's licence details above. **Failure to provide one or the other make it impossible to issue your certificate.**

### Referee Declaration

I \_\_\_\_\_ can confirm \_\_\_\_\_ identity. I have known this person for.  
Referee name    Student name

a reasonable amount of time and can confirm he/she did attend training with Sitetrain on \_\_\_\_\_.  
Date

By signing this declaration, I am confirming the identity of the above student.

\_\_\_\_\_  
 Signature of Referee

\_\_\_\_\_  
 Date Signed

## **Privacy Notice**

Under the *Data Provision Requirements 2012*, **Sitetrain** is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by **Sitetrain** for statistical, regulatory and research purposes. **Sitetrain** may disclose your personal information for these purposes to third parties, including:

- School – if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship.
- Employer – if you are enrolled in training paid by your employer.
- Commonwealth and State or Territory government departments and authorised agencies.
- NCVER.
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification and populating Authenticated VET Transcripts.
- Facilitating statistics and research relating to education, including surveys.
- Understanding how the VET market operates, for policy, workforce planning and consumer information; and
- Administering VET, including program administration, regulation, monitoring, and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent, or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au)).

## **Student Declaration and Consent**

I declare that the information I have provided to the best of my knowledge is true and correct.

I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.

STUDENT SIGNATURE ..... DATE .....

PARENT/GUARDIAN SIGNATURE..... DATE .....

*\*Parental/guardian consent is required for all students under the age of 18.*

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<b>Employer Name:</b>	
<b>Contact Name:</b>	
<b>Phone Number:</b>	
<b>Workplace address:</b>	

**Enrolling Student**

By signing this form, I certify that the information provided is true and correct. I further certify that:

- I have reviewed the Student Handbook supplied to me and have been informed about my rights and obligations.
- I have reviewed the Schedule of Fees and Payments and have been informed of the refund policy, if applicable.
- I have reviewed the relevant course brochure and have been informed of the training and assessment services to be provided and the units of competency to be completed.
- The information I have provided in this form is true and correct.
- By signing I confirm that the work I have supplied is my own.
- I agree that I am physically able to meet the requirements of this course and understand that I hold the trainer or RTO responsible for injury or illness that occurs from this training.
- I have adequate language, numeracy, and literacy skills to complete the course as specified in the student information.
- I understand the USI requirements and have had this explained to me and been provided a fact sheet. I also understand that by not providing a USI I am aware I will not receive a certificate for this training.
- I understand and give consent that my employer be given a copy of my certificate.
- I did/will complete all work myself.

Full name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Theory Assessment – ANSWER SHEET

**Q1**  
An \_\_\_\_\_ or partially enclosed space that is not intended or \_\_\_\_\_ primarily for human occupancy,  
within which there is a \_\_\_\_\_ of one or more of the following:

- a) An \_\_\_\_\_ concentration outside the safe range.
- b) A concentration of \_\_\_\_\_ that may cause impairment, loss of consciousness or asphyxiation.
- c) A concentration of an \_\_\_\_\_ airborne contaminant that may cause injury from fire or explosion.
- d) \_\_\_\_\_ in a stored free-flowing solid or a rising level of liquid that may cause suffocation or drowning.

Q	A	B	C	D	Q	A	B	C	D
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	21	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	22	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<b>YES</b>	<input type="radio"/>	<b>NO</b>	<input type="radio"/>	23	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	24	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	25	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	26	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	27	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	28	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	29	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	<b>YES</b>	<input type="radio"/>	<b>NO</b>	<input type="radio"/>	30	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	31	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	32	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	33	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	34	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	35	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	36	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	37	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	38	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	39	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Performance Assessment 2

<b>Venue</b>	<b>Trainer</b>	
<b>Gas Monitor Type</b>		
<b>Performance Requirements</b>	<b>YES</b>	<b>NO</b>
During the performance assessment the candidate:		
<b>Prepares Gas Monitor</b>		
<ul style="list-style-type: none"> <li>• Selects the appropriate Gas Monitor</li> <li>• Starts the machine correctly. (Checks manufacturers manual)</li> <li>• Check TWA alarm levels High/Low</li> <li>• Check STEL alarm levels High/Low</li> <li>• Instruct the student to complete a fresh air calibration (if required by manufacturer).</li> <li>• Respond to any alarms on the machine.</li> <li>• Ensure all installed monitors are identified by their chemical names.</li> <li>• Confirm monitor is ready for use and will perform checks required for the space to be entered.</li> <li>• Shows understanding of known faults (Calibration due, faulty sensors, failed fresh air Cal)</li> </ul> <p>Q1 What would you do if the machine failed on start up?</p>		
<b>Comments:</b>		
<b>Candidate</b>	<b>Signature</b>	<b>Date</b>
<b>Trainer</b>	<b>Signature</b>	<b>Date</b>



## Performance Assessment 3 and 4

Venue	Trainer	
<b>Performance Requirements</b>	<b>YES</b>	<b>NO</b>
<p><b>During the performance assessment the candidate:</b></p> <p><b>Students must perform the following tasks at least twice satisfactorily over the 2 assessments. The assessment tasks are developed to ensure the students have ample opportunity to perform these tasks multiple times.</b></p>		
<p><b>A – Documentation and Preparation</b></p>		
<p>Locates and applies relevant documentation, policies, and procedures:</p> <ul style="list-style-type: none"> <li>Identifies JHA/JSA/JSEA requirements.</li> <li>Completes a hazard analysis.                             <ul style="list-style-type: none"> <li>Reduces hazards to ALARP.</li> <li>Identifies key personnel.</li> <li>Submits completed JHA/JSA done in group (Name on form)</li> </ul> </li> <li>Can explain the relevance and purpose of site policies and procedures.</li> </ul> <p>Q2 What is the Australian Standard relevant to Confined Spaces?</p>		
<p><b>B- Permit</b></p>		
<p>Obtain appropriate entry permit and instructions for performing work in confined space.</p> <ul style="list-style-type: none"> <li>Checks permit validity and signs onto the appropriate sections (Entrant or Sentry).</li> <li>Shows understanding of the permit sections and can explain their purpose.</li> <li>Participates in a group JHA/JSA development/ review (no more than 5 per group).</li> <li>Signs onto JHA/JSA or other risk assessment associated with permit (evidence required).</li> </ul>		
<p><b>C- Interpreting and Applying Safe Work Method Statements</b></p>		
<p>Applies lock and tag to the appropriate position. (<i>Supplied or Personal issue</i>)</p> <ul style="list-style-type: none"> <li>Completes Personal danger tag (tag to be kept for evidence, 1 only required).</li> <li>Reviewing JHA/JSA/JSEA for compliance and relevance to the task being performed.</li> </ul> <p>Q3 If the task changes what must be changed to reflect that change?</p>		
<p><b>Personal Protective Equipment</b></p>		
<p>Selects correct PPE for task.</p> <ul style="list-style-type: none"> <li>Identifies appropriate caring and cleaning for the selected PPE.</li> <li>Uses PPE correctly and as required.</li> <li>Identifies cleaning and care requirements (respirators, face shields, goggles).</li> <li>References JHA for PPE requirements for the task.</li> </ul>		

<b>Performance Requirements</b>	<b>YES</b>	<b>NO</b>
<b>Preparation for Entry</b>		
Barricading and securing work area. <ul style="list-style-type: none"> <li>• Identifies area to be barricaded as per site policy.</li> <li>• Erects barricading and ensures all areas are secure.</li> <li>• Sets up emergency equipment as required (tripod, harnesses, retrieval equipment).</li> <li>• Checks and reviews documentation for entry (JHA, Permit).</li> </ul>		
<b>Gas Testing Equipment (See Gas Testing Performance Assessment)</b>		
Using atmospheric monitoring devices prior to entering the confined space. <ul style="list-style-type: none"> <li>• Gas monitored selected appropriate for the space to be entered.</li> <li>• Gases being tested for are identified, correlated with gas monitor and permit.</li> <li>• Zeros machine correctly.</li> <li>• Identifies the different parts of the gas monitor.</li> <li>• Rectifies or verbally gives rectification of known faults (Failed sensors, alarm states, low charge)</li> </ul>		
<b>Applying the Testing Regime Required for the Area or Space Used for Performance Assessment</b>		
<ul style="list-style-type: none"> <li>• Determines the best gas testing regime for the space or area, communicates to the Trainer.</li> <li>• Applies the “every 4 feet rule” (vertical) for initial testing requirements to the space identified.</li> <li>• Identifies they CANNOT place their breathing zone (head) into the space while gas testing.</li> <li>• Determined the gas density and what that means for testing inside the space (greater than 1 heavier than air and less than 1 lighter than air).</li> <li>• Applies a wand (actual or improvised) or tubing to access areas outside their immediate reach.</li> <li>• CLEARLY states the regime to be tested and the reasons why (density of gases, height of space, reach and access).</li> <li>• Communicates readings to the second person who should have permit the correlates the permit gas testing requirements with monitor being used. (Sensors installed are what the testing requirements are)</li> </ul>		
<b>Enter the Space</b>		
<ul style="list-style-type: none"> <li>• Signs onto the permit as Entrant/ Sentry.</li> <li>• Ensures permit requirements have been met before entering.</li> <li>• Uses the correct entry point and safely enters the space.</li> <li>• Does not try to carry too much or too little gear.</li> <li>• Maintains 3 point of contact where required.</li> <li>• Has selected PPE and tools for the identified task.</li> </ul>		

<b>Performance Requirements</b>		<b>YES</b>	<b>NO</b>
<b>Working in Space</b>			
<ul style="list-style-type: none"> <li>• Uses atmospheric monitoring device during work (sentry).</li> <li>• Checks machine periodically for alarms, battery status, placement of wand (if fitted).</li> <li>• Ensures gases are within safe range.</li> <li>• Positions machine in the appropriate position in the space for the work being carried out.</li> <li>• Communicates with the entrant in the space as the sentry.</li> <li>• Maintains a visual when able, communicates when they cannot.</li> <li>• Reports any issues with the gas monitor during the work being conducted.</li> <li>• Records readings on the permit as required (testing results).</li> <li>• Ensures the readings correspond with the permit requirements and the space or area being tested.</li> <li>• Monitors the work to the JHA/JSA written and reviews when a need arises.</li> </ul> <p>Q4 What do you need to do if the machine has an alarm while the work is being carried out?</p>			
<p>Applies safe material handling methods.</p> <ul style="list-style-type: none"> <li>• Ensures interaction safety between other chemicals (JHA).</li> <li>• Keeps volume of materials and chemicals in CS to a minimum (only what is required).</li> <li>• Appropriate PPE used and correctly identified.</li> <li>• Ensures manual handling requirements are adhered to.</li> </ul>			
<b>Exiting the Space</b>			
<p>Exiting the space correctly.</p> <ul style="list-style-type: none"> <li>• Uses the correct exit point and safely exits the space.</li> <li>• Does not try to carry too much or too little gear.</li> <li>• Maintains 3 point of contact.</li> <li>• Checks for tools and equipment in the space after exit.</li> <li>• Secures entry point (closes door, hatch, or barricades with tape).</li> </ul>			
<b>Completion</b>			
<p>Work completion</p> <ul style="list-style-type: none"> <li>• Ensures lock and tag has been removed (keep tag for evidence).</li> <li>• Completes CS permit and signs off indicating work completed.</li> <li>• Returns permit to appropriate location (as per site policy/ procedure).</li> <li>• Cleans gas monitor as required</li> </ul>			
<b>Comments:</b>			
<b>Candidate</b>	<b>Signature</b>	<b>Date</b>	
<b>Trainer</b>	<b>Signature</b>	<b>Date</b>	

## Assessment Summary Report

Units of Competency	RIIWH5202E Enter and work in confined spaces MSMWHS217 Gas test atmospheres MSMWHS201 Conduct hazard analysis	
The learner demonstrated the required skills and knowledge during the following assessment tasks	Satisfactory	Not Satisfactory
Knowledge Assessment	<input type="checkbox"/>	<input type="checkbox"/>
Performance Assessment 1	<input type="checkbox"/>	<input type="checkbox"/>
Performance Assessment 2	<input type="checkbox"/>	<input type="checkbox"/>
Performance Assessment 3	<input type="checkbox"/>	<input type="checkbox"/>
Performance Assessment 4	<input type="checkbox"/>	<input type="checkbox"/>
Overall assessment	Competent	Not Yet Competent
Overall, the learner is assessed as	<input type="checkbox"/>	<input type="checkbox"/>
Date overall assessment outcomes achieved:		
Feedback to the learner on their performance and results:		
<p><b>By signing this document, the trainer declares that:</b></p> <ul style="list-style-type: none"> <li>• I have sighted the students' proof of identity or have confirmed a referee has been provided.</li> <li>• I have conducted the assessment with the student according to the training package guidelines and the training and assessment strategy.</li> <li>• The assessment evidence is valid, sufficient, authentic, and current.</li> <li>• The assessment practice is fair, flexible, valid, and reliable.</li> <li>• I have provided feedback written above to student.</li> </ul> <p>By signing below, I confirm that the student has demonstrated competency.</p>		
Assessor Name:	Assessor Signature:	
<p>Where the student did not achieve competency, detail of reassessment should be recorded below, and reassessment form should be completed. Both reassessment and student pack need to be returned to SiteTrain once competency has been reached.</p> <p>SiteTrain must be notified if student did not achieve competency and requires reassessment. Notification via email or phone at time of course is required.</p>		

## Co Assessment Record – Office Use Only

<b>Units of competency</b>	RIIWHS202E Enter and work in confined spaces MSMWHS217 Gas test atmospheres MSMWHS201 Conduct hazard analysis		
<b>Check the following aspects and ensure they have been completed correctly</b>	<b>Satisfactory</b>	<b>Not Satisfactory</b>	
Knowledge Assessment	<input type="checkbox"/>	<input type="checkbox"/>	
Performance Assessment 1 – Complete and adequate	<input type="checkbox"/>	<input type="checkbox"/>	
Performance Assessment 2 - Complete and adequate	<input type="checkbox"/>	<input type="checkbox"/>	
Performance Assessment 3 - Complete and adequate	<input type="checkbox"/>	<input type="checkbox"/>	
Performance Assessment 4 - Complete and adequate	<input type="checkbox"/>	<input type="checkbox"/>	
Other evidence if required e.g. JHA etc	<input type="checkbox"/>	<input type="checkbox"/>	
Attendance Sheet	<input type="checkbox"/>	<input type="checkbox"/>	
Venue Checklist	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Overall assessment (agree or not agree)</b>	<b>Competent</b>	<b>Not Yet Competent</b>	
<b>Overall, the learner is assessed as:</b>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Comments regarding decision if against trainer’s initial assessment: WHY</b>			
<b>What is required? Was paperwork returned to trainer and why?</b>			
<b>Overall assessment (agree or not agree)</b>	<b>Competent</b>	<b>Not Yet Competent</b>	
<b>Overall, the learner is assessed as:</b>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>CEO Co signature:</b>		<b>Date of Co Assessment:</b>	
<b>Issue Certificate</b>	<b>YES</b>	<b>NO</b>	<b>Date Issued</b>
<b>Note: Was certificate issued within 30 days of date of co-assessment: Yes/No</b>			
<b>If no, please give details</b>			