Draft 0.1

This is our work-in-progress update to CPCCBC6006A Manage the procurement and acquisition of resources for building or construction projects: https://training.gov.au/Training/Details/CPCCBC6005A.

We are working with industry experts to ensure the updated unit:

- meets current and anticipated industry needs
- complies with current Standards for Training Packages
- is written in clear understandable English.

Information on our training package review and development process is available here: http://www.artibus.com.au/project-stage.

Summary of changes from current endorsed unit

Re-templated to meet Standards for Training Packages 2012.

Sequenced Elements and Performance Criteria.

Specified what and how performance is demonstrated in Performance Evidence.

Captured critical Range Statement items and included industry relevant knowledge in Knowledge Evidence.

Stated mandatory conditions and specific requirements for assessment.

CPCCBC6006
Manage the procurement and acquisition of resources for building or construction projects

Application

This unit of competency specifies the skills and knowledge required to establish and strategically manage the resources procurement process. It includes the evaluation, moderation and practices resulting in generating appropriate information and activities to support and maintain the timely provision of supplies, equipment and people to residential and commercial projects.

This unit of competency applies to builders, project managers and related construction industry professionals who apply their knowledge and skills in contexts that are subject to change and demonstrate autonomy and judgement in their area of responsibility.

Prerequisite Unit

Nil.

Unit Sector

Construction.

Elements and Performance Criteria

1. Direct the resource acquisition process.	1.1	Manage organisational strategic resource procurement and acquisition processes.
	1.2	Inform staff members responsible for procurement and acquisition of resources of organisational resource requirements.
	1.3	Apply financial and business principles to the resource acquisition process.
2. Maintain financial and administrative control over the resource acquisition process.	2.1	Monitor the financial and administrative systems effectiveness for which resources are procured and acquired.
	2.2	Exercise financial and corporate responsibility over maintenance of the procurement and acquisition system.
	2.3	Evaluate procurement reports in preparation for management team meetings.
	2.4	Prepare schedules of staff duties for setting up of each site.
	2.5	Allocate staff to specific tasks within the procurement process.
	2.6	Facilitate and conduct regular meetings between team members and the client to report on progress.
3. Manage industrial relations matters.	3.1	Monitor industrial relations practices within the building and construction industry to ensure compliance.

	3.2	Address and resolve industrial relations disputes emanating from either the supply or delivery of physical resources per company policy.
	3.3	Maintain industrial relationships between the organisation's personnel, subcontractors and other workers.
4. Evaluate the procurement and acquisition process.	4.1	Develop and manage procurement process evaluation and moderation systems in accordance with company policy.
	4.2	Initiate and monitor evaluations of the resource procurement system and related processes to identify possible system improvements.
	4.3	Gather and evaluate strategic information relating to the procurement or acquisition of resources.
	4.4	Evaluate reports on trends in costs and quality of the resources provided to organisational work sites by suppliers.
	4.5	Scrutinise and evaluate orders for resources using approved company documentation and procedures to ensure compliance.
5. Administer the provision and withdrawal of resources from site.	5.1	Establish and maintain system for the effective supply and withdrawal of resources from sites.
	5.2	Manage strategic information on the usage and movement of resources on site.
	5.3	Establish and maintain communications principles and policies between on-site personnel and providers of physical resources.
	5.4	Obtain and monitor feedback from sites at commencement, during and on completion of the project.

Foundation Skills

As well as the foundation skills explicit in the performance criteria of this unit, candidates require:

- technology skills to:
  - use digital tools and devices to communicate and collaborate effectively with others
  - use equipment and programs to access, extract information and data to analyse for management purposes.

Unit Mapping Information

Supersedes and equivalent to CPCCBC6006A Manage the procurement and acquisition of resources for building or construction projects.

Links

Companion Volume Implementation Guide: to be added.

Assessment Requirements for CPCCBC6006 Manage the procurement and acquisition of resources for building or construction projects

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by managing the procurement and acquisition of resources for two different projects. One must be a large commercial construction project and the other to be a high rise residential construction project.

In doing this, the candidate must:

- strategically focus on the procurement process and system to handle activities on more than one site
- overcome obstacles to procurement of human and physical resources to maintain project scheduled time frames
- effectively deal with delays
- develop resource supply schedules and prioritise events, allowing for possible contingencies
- evaluate the system and recommend and implement remedial or improvement-based changes.
- communicate information, including work health and safety (WHS) regulations applicable to workplace.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- building and construction industry contracts
- factors that contribute to the provision of physical and human resources in a construction environment
- financial and business principles as they apply to the building and construction industry:
    - accountability and integrity
    - accurate and timely development and maintenance of financial records
    - compliance with all legal and financial obligations
    - probity and honest dealing
    - transparency of financial processes
- financial and administrative controls over the procurement process:
    - agreements with subcontractors and material suppliers
    - authorising payment for services provided
    - generation of procurement documentation
    - managing the raising of purchase orders
- human resource and industrial relations practices within the building and construction industry:

    - associations and industrial relationships between the organisation and subcontractors
    - associations and industrial relationships between the organisation and material suppliers
    - dispute resolution between on-site personnel involved in the procurement process
    - dispute resolution involving disagreements between the organisation and subcontractors
    - engaging on-site labour
    - negotiating payments under awards, agreements and workplace agreements
    - proactive communication and incident avoidance
- relevant building and construction codes, standards and regulations
- organisational strategic and operational activities and the mechanisms through which they are addressed.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment of performance must be undertaken in the workplace or in a simulated workplace environment.

Candidates must be provided with:

- relevant goernment construction regulations, codes and standards
- organisational quality assurance systems and workplace safety requirements
- copies of appropriate awards and workplace agreements
- sufficient materials and equipment to facilitate manage the procurement and acquisition of resources for building and construction projects.

Links

Companion Volume Implementation Guide: to be added.