Draft 0.1

This is our work-in-progress update to CPCCBC4017A Arrange resources and prepare for the building or construction project: https://training.gov.au/Training/Details/CPCCBC4017A.

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.

CPCCBC4017
Arrange resources and prepare for the building or construction project

Application

This unit of competency specifies the skills and knowledge required to identify and procure the necessary on-site physical and human resources and systematically apply the supply process for a construction project. It includes notifying external agencies, employees and contractors and coordinating activities to meet scheduled timeframes.

This unit applies to builders, site managers and forepersons, estimators and other building and construction industry professionals who are responsible for pre-construction preparation of residential or commercial construction projects.

This unit is suitable for those using specialised knowledge to complete routine and non-routine tasks and using their own judgement to deal with predictable and sometimes unpredictable problems.

This unit applies to the preparation of Class 1 and 10 buildings and Classes 2 to 9 with a gross floor area not exceeding 2000 square metres and not including Type A or Type B buildings.

Prerequisite Unit

Nil.

Unit Sector

Construction.

Elements and Performance Criteria

1. Complete preliminary construction requirements.	1.1	Source, read and interpret relevant project documentation.
	1.2	Set site hand over date with client once appropriate fees are confirmed paid with relevant persons.
	1.3	Establish and provide insurance and security requirements.
	1.4	Notify authorities of the commencement of scheduled works.
	1.5	Determine and advise relevant persons of parking restrictions.
2. Organise on-site services and facilities.	2.1	Identify requirements for on-site facilities and services.
	2.2	Arrange, receive and position site office, storage sheds and on-site toilets and facilities.
	2.3	Identify and develop processes to protect or utilise existing services at the site.
	2.4	Arrange temporary power and water connections with service providers.
	2.5	Identify and meet council requirements for temporary site set up.
3. Arrange public protection.	3.1	Follow work health and safety and local authority authorisations for site setup.

	3.2	Erect compliant hoardings, fencing and signage.
	3.3	Arrange temporary site access and egress to meet local authority requirements.
	3.4	Organise rubbish facilities and rubbish removal.
4. Organise on-site delivery.	4.1	Confirm and order materials to meet scheduled delivery dates.
	4.2	Check availability of physical resources and schedule delivery as needed.
	4.3	Receive, secure and protect materials and plant and equipment.
5. Organise on-site human resources.	5.1	Address industrial relations and on-site safety matters that could impact on the preparation and human resourcing for building work.
	5.2	Identify and allocate on-site human resource requirements.
	5.3	Engage or appoint construction work supervisor.
	5.4	Engage appropriate employees or contractors as stated for project needs.

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 develop relevant documentation

Unit Mapping Information

Supersedes and equivalent to CPCCBC4017A Arrange resources and prepare for the building or construction project.

Links

Companion Volume Implementation Guide: to be added.

Assessment Requirements for CPCCBC4017 Arrange resources and prepare for the building or construction project

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by identifying, planning and establishing the essential pre-construction infrastructure for a commercial or residential project.

In doing this, the candidate must:

- procure sufficient on site facilities and materials to support the project requirements
- schedule temporary service and human resources
- sequence delivery of materials and equipment and allocation of human resources
- record and maintain information from local council, external authorities, employees and contractors

Knowledge Evidence

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

- external service authorities, including:
    - electricity authorities
    - environmental protection agencies
    - local government agencies
    - road traffic authorities
    - water authorities
    - electronic communications
- relevant government building and construction regulations, codes, standards
- local council requirements:
    - consent matters
    - heritage protection
    - tree conservation
    - environmental requirements
- organisational quality documentation:
    - resource procurement processes
    - policy and procedures
- workplace safety requirements
- relevant employee and contractor industrial relations and licensing requirements

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 government building regulations, codes and standards
- current project plans, specifications and manufacturer's product information
- relevant industrial relations legislation
- organisational quality documents
- sufficient materials, equipment to facilitate arrange resources and prepare for a construction project.

Links

Companion Volume Implementation Guide: to be added.