



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AHCLPW403A Inspect and monitor cultural places**

**Release: 1**

## AHCLPW403A Inspect and monitor cultural places

### Modification History

Not Applicable

### Unit Descriptor

<b>Unit descriptor</b>	<p>This unit covers inspecting and monitoring cultural places and defines the standard required to: establish the cultural value and background of the place; prepare or source checklists for inspection; inspect the place to establish a schedule of maintenance and monitor site management; submit report and recommendations based on requirements of contract including a review of existing management systems; monitor surroundings to establish restoration, reclamation, modification and protection that is required in the immediate area; monitor stakeholder views for impact on cultural significance, approach to maintenance, restoration and modification, and current and proposed uses of the place or area.</p>
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### Application of the Unit

<b>Application of the unit</b>	<p>This unit applies to those whose job role includes inspecting and monitoring the fabric and setting of heritage or culturally significant places to identify non-conformities with conservation and management plans. A high level of cultural awareness and the need to observe cultural protocols are important in parts of the process.</p> <p>Note: for Indigenous cultural places, the delivery and assessment against this unit must comply with community protocols and guidelines and be supported by elders and custodians of country.</p>
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### Licensing/Regulatory Information

Not Applicable

## Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

<b>Employability skills</b>	This unit contains employability skills.
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## Elements and Performance Criteria Pre-Content

Not Applicable

## Elements and Performance Criteria

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
1. Prepare for inspection	<p>1.1. Significance of place is sourced from conservation and management plans.</p> <p>1.2. According to operational request, specific facilities and equipment for inspection are determined.</p> <p>1.3. Appropriate checklists relating to condition of fabric and surrounds are obtained to suit the application.</p>
2. Carry out comprehensive inspection	<p>2.1. Condition of fabric is inspected for deterioration and damage.</p> <p>2.2. Non-conformity with conservation and management plans and Occupational Health and Safety (OHS) are recorded.</p> <p>2.3. Observed deterioration and damage to the fabric is evaluated to determine short-term and long-term impact on the significance of the place.</p> <p>2.4. Maintenance works for the cultural place is determined and scheduled.</p> <p>2.5. Records are checked for accuracy.</p> <p>2.6. Potential safety risks, hazards and situations are identified and detailed.</p>
3. Submit report and recommendations	<p>3.1. Situations requiring urgent action are addressed in accordance with conservation/management plan enterprise guidelines.</p> <p>3.2. Draft reports are provided to stakeholders in oral and/or written formats.</p> <p>3.3. Concise and accurate report are prepared and submitted to management.</p> <p>3.4. Existing management systems are reviewed particularly regarding frequency and scope of inspection.</p> <p>3.5. Recommendations for future action are consistent with conservation/management plan and industry standards and best practice.</p> <p>3.6. Collected data and information is submitted for inclusion on information management system.</p>
4. Monitor surroundings	<p>4.1. Condition of surrounds and setting of the place or area is monitored for deterioration, damage and for biological or geophysical changes.</p> <p>4.2. Deterioration and damage to surrounds and setting of place or area is evaluated to determine short-term and long-term impact on the significance of the place.</p>

ELEMENT	PERFORMANCE CRITERIA
	<p>4.3. Required restoration or modification of biological aspects of the setting, including indigenous and exotic species, are planned to maintain the cultural and natural significance.</p> <p>4.4. Required restoration or modification of geophysical aspects of the setting and surrounds, including replacement of soils and protection of landforms are planned to maintain the cultural and natural significance.</p> <p>4.5. Maintenance, restoration and modification of fabric, setting and surrounds is integrated to maintain the cultural (both indigenous and non-indigenous), and natural significance of the place or area.</p>
5. Monitor stakeholder views on significance	<p>5.1. Stakeholders are periodically consulted to determine their views on the significance and maintenance of the place and area.</p> <p>5.2. Visitors are periodically consulted to obtain their views on the place and area.</p> <p>5.3. Changes in views and/or stakeholders are identified.</p> <p>5.4. Changes in views are assessed for impact on cultural significance, approach to maintenance, restoration and modification, and current and proposed uses of the place or area.</p> <p>5.5. Assessment of changed views is reported to enterprise and Burra Charter processes or indigenous places guidelines.</p>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

- prepare for inspection
- carry out comprehensive inspection
- assess the condition of a designated area
- monitor an area for deterioration, damage and for biological or geophysical changes.
- submit report and recommendations

**REQUIRED SKILLS AND KNOWLEDGE**

- monitor surroundings
- consult with stakeholders to monitor views on significance
- use literacy skills to read, interpret and follow organisational policies and procedures, develop sequenced written instructions, record accurately and legibly information collected and select and apply procedures to a range of tasks
- use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification, negotiating solutions and responding to a range of views
- use numeracy skills to estimate, calculate and record routine and more complex workplace measures and data
- use interpersonal skills to work with others and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

**Required knowledge**

- relevant cultural concepts
- relevant aspects of Australian Heritage Commission legislation and requirements, State/Territory Heritage requirements and World Heritage requirements
- International Union for Conservation of Nature (IUCN) guidelines for protected area management categories
- Australian and New Zealand Environment Conservation Council (ANZECC) environmental standards and best practice guidelines
- national and International Charters of the International Council on Monuments and Sites (ICOMOS), including the Burra Charter
- environmental legislation and codes of practice
- construction techniques and materials
- processes of deterioration and damage
- maintenance, restoration and modifications applied or potentially that could be applied to place or area
- threats to place or area, including visitor impacts.

## Evidence Guide

<b>EVIDENCE GUIDE</b>	
<p>The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
<b>Overview of assessment</b>	
<b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b>	<p>Evidence is required that cultural places have been appropriately inspected and monitored and that any maintenance activities conform to relevant legislation, charters and is according to enterprise guidelines and industry best practice. The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:</p> <ul style="list-style-type: none"> <li>• establish the cultural value and background of the place</li> <li>• prepare or source checklists for inspection</li> <li>• inspect the place to establish a schedule of maintenance and monitor site management</li> <li>• submit report and recommendations based on requirements of contract including a review of existing management systems</li> <li>• monitor surroundings to establish restoration, reclamation, modification and protection that is required in the immediate area</li> <li>• monitor stakeholder views for impact on cultural significance, approach to maintenance, restoration and modification, and current and proposed uses of the place or area.</li> </ul>
<b>Context of and specific resources for assessment</b>	<p>Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.</p>

## Range Statement

**RANGE STATEMENT**

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The range statement relates to the unit of competency as a whole.

Cultural places of significance may include:

- areas of non-indigenous activity, buildings and other structures
- natural areas of Indigenous cultural significance
- areas of Indigenous activity such as burial, occupation and contact sites, engravings, grinding grooves, rock pictures, fish traps, middens and mounds.

**Unit Sector(s)**

<b>Unit sector</b>	Lands, parks and wildlife
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**Co-requisite units**

<b>Co-requisite units</b>	

**Competency field**

<b>Competency field</b>	
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