



**Australian Government**

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

# **CPCCE3012A Encapsulate and remove asbestos**

**Release: 1**

## CPCCE3012A Encapsulate and remove asbestos

### Modification History

Not Applicable

### Unit Descriptor

**Unit descriptor** This unit of competency specifies the outcomes required to remove asbestos from a building or demolition site.

The unit includes the planning, preparation and conduct of the removal and encapsulation process, including decontamination and refurbishing requirements.

### Application of the Unit

**Application of the unit** This unit of competency supports the attainment of the understanding and skills to encapsulate and remove asbestos safely, which may include working with others and as a member of a team.

### Licensing/Regulatory Information

Not Applicable

### Pre-Requisites

#### Prerequisite units

CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
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## Employability Skills Information

**Employability skills**      This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

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Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan and prepare.	<p>1.1. Work instructions and operational details are obtained using relevant <i>information</i>, confirmed and applied for <i>planning and preparation</i> purposes.</p> <p>1.2. <i>Safety (OHS)</i> requirements are followed in accordance with safety plans and policies.</p> <p>1.3. Signage and barricade requirements are identified and implemented.</p> <p>1.4. Plant, <i>tools and equipment</i> are selected to carry out tasks that are consistent with the requirements of the job, checked for serviceability and any faults are rectified or reported prior to commencement.</p> <p>1.5. <i>Materials</i> quantity requirements are calculated in accordance with plans, specifications and <i>quality requirements</i>.</p> <p>1.6. <i>Environmental requirements</i> are identified for the project in accordance with environmental plans and regulatory obligations and applied.</p>
2. Prepare asbestos removal site.	<p>2.1. <i>Asbestos</i> materials to be <i>removed</i> are identified in accordance with workplace procedures.</p> <p>2.2. Fall protection devices are installed in accordance with job requirements and workplace procedures.</p> <p>2.3. Decontamination chamber is positioned and assembled to manufacturer requirements.</p> <p>2.4. Services are connected to decontamination chamber in line with regulatory and codes of practice requirements.</p> <p>2.5. Decontamination procedure is tested in accordance with workplace procedures.</p>
3. Encapsulate asbestos area.	<p>3.1. Area of asbestos removal is encapsulated in accordance with asbestos removal plan requirements.</p> <p>3.2. Negative air pressure is maintained to manufacturer requirements.</p> <p>3.3. Encapsulated area is inspected and smoke tested for air tightness.</p> <p>3.4. Approval to proceed with asbestos removal is gained from appropriate authority.</p>
4. Remove asbestos material.	<p>4.1. Asbestos is removed from the structure in the appropriate manner and in accordance with asbestos removal plan, regulatory requirements and codes of</p>

ELEMENT	PERFORMANCE CRITERIA
5. Carry out decontamination process.	<p>practice.</p> <p>4.2. Removed asbestos is placed into removal bags or bins, sealed, labelled and removed from site in accordance with regulatory requirements.</p> <p>5.1. Decontamination chamber is used to manufacturer and regulatory requirements and codes of practice.</p> <p>5.2. Decontamination of asbestos removal workers is carried out according to workplace procedures and in accordance with asbestos removal plan and regulatory requirements.</p> <p>5.3. Approval to disassemble asbestos removal and decontamination equipment is gained in accordance with regulatory requirements and codes of practice.</p> <p>5.4. Asbestos removal and decontamination equipment is removed from the area in accordance with asbestos removal plan and regulatory requirements.</p>
6. Clean up.	<p>6.1. Work area is cleared and materials disposed of, reused or recycled in accordance with legislation, regulations, codes of practice and job specification.</p> <p>6.2. Plant, tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturer recommendations and standard work practices.</p>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

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

#### Required skills

Required skills for this unit are:

- communication skills to:
  - determine requirements
  - enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
  - follow instructions
  - read and interpret:
    - documentation from a variety of sources

## REQUIRED SKILLS AND KNOWLEDGE

- drawings and specifications
- report faults
- use language and concepts appropriate to cultural differences
- use and interpret non-verbal communication, such as hand signals
- evaluating own actions and making judgments about performance and necessary improvements
- identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials
- organisational skills, including the ability to plan and set out work
- recognising procedures, following instructions, responding to change and contributing to workplace responsibilities, such as current work site environmental and sustainability frameworks or management systems
- teamwork skills to coordinate own work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities
- technological skills to:
  - use a range of mobile technology, such as two-way radio and mobile phones
  - voice and hand signals to access and understand site-specific instructions.

### Required knowledge

Required knowledge for this unit is:

- asbestos identification procedures
- general construction terminology
- handling requirements of differing types of asbestos materials
- hazards associated with encapsulation and removal processes
- job safety analysis (JSA) and safe work method statements
- material safety data sheets (MSDS)
- materials storage and environmentally friendly hazardous waste management
- method of operation and maintenance requirements of demolition plant and equipment
- plans, drawings and specifications
- quality requirements
- risk assessment processes and contingency planning
- techniques associated with encapsulating and removing asbestos
- types, characteristics, uses and limitations of plant and equipment involved in encapsulating and removing asbestos
- workplace and equipment safety requirements.

# Evidence Guide

## EVIDENCE GUIDE

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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.

### Overview of assessment

This unit of competency could be assessed in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.

### Critical aspects for assessment and evidence required to demonstrate competency in this unit

A person who demonstrates competency in this unit must be able to provide evidence of the ability to:

- locate, interpret and apply relevant information, standards and specifications
- comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations
- comply with organisational policies and procedures including quality requirements
- safely and effectively operate and use tools, plant and equipment
- communicate and work effectively and safely with others
- as a minimum, given an asbestos removal plan and instructions, set up a decontamination chamber and encapsulate, remove and dispose of friable asbestos insulation from a demolition site, ensuring:
  - correct identification of requirement and conduct of the process
  - correct selection and use of appropriate procedures, plant and equipment
  - completing all work to specification
  - compliance with regulations, standards and organisational quality procedures and processes.

### Context of and specific resources for assessment

This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.

## EVIDENCE GUIDE

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Assessment of essential underpinning knowledge will usually be conducted in an off-site context.

Assessment is to comply with relevant regulatory or Australian standards' requirements.

Resource implications for assessment include:

- an induction procedure and requirement
- realistic tasks or simulated tasks covering the mandatory task requirements
- relevant specifications and work instructions
- tools and equipment appropriate to applying safe work practices
- support materials appropriate to activity
- workplace instructions relating to safe work practices and addressing hazards and emergencies
- material safety data sheets
- research resources, including industry related systems information.

Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

### Method of assessment

Assessment methods must:

- satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package
- include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- reinforce the integration of employability skills with workplace tasks and job roles
- confirm that competency is verified and able to be transferred to other circumstances and environments.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role



## EVIDENCE GUIDE

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and the practical requirements of the workplace

- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice, with a decision on competency only taken at the point when the assessor has complete confidence in the person's demonstrated ability and applied knowledge
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence.

Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.

Supplementary evidence of competency may be obtained from relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.

## Range Statement

### RANGE STATEMENT

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The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. **Italicised** wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

**Information** includes:

- diagrams or sketches
- instructions issued by authorised organisational or external personnel
- manufacturer specifications and instructions, where specified
- MSDS

## RANGE STATEMENT

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***Planning and preparation*** include:

- memos
- regulatory and legislative requirements pertaining to encapsulating and removing asbestos
- relevant Australian standards
- safe work procedures relating to encapsulating and removing asbestos
- signage
- verbal, written and graphical instructions
- work bulletins
- work schedules, plans and specifications.
- assessment of conditions and hazards
- determination of work requirements and safety plans and policies
- equipment defect identification
- identification, preparation for, encapsulation and removal of asbestos from a demolition work site in accordance with an asbestos removal plan
- work site inspection.

***Safety (OHS)*** is to be in accordance with state and territory legislation and regulations and project safety plan and may include:

- emergency procedures, including extinguishing fires, organisational first aid requirements and evacuation
- handling activities that may require the assistance of others or the use of manual or mechanical lifting devices where size, weight or other issues, such as a disability are a factor
- hazard control
- hazardous materials and substances
- organisational first aid
- PPE prescribed under legislation, regulations and workplace policies and practices
- safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
  - earth leakage boxes
  - falling objects
  - lighting
  - plant movement
  - power cables, including overhead service trays, cables and conduits
  - restricted access barriers

## RANGE STATEMENT

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- surrounding structures
- traffic control
- trip hazards
- work site visitors and the public
- working at heights
- working in confined spaces
- working in proximity to others
- use of firefighting equipment
- use of tools and equipment
- workplace environmental requirements and safety.

***Tools and equipment:***

- include:
  - approved vacuum cleaners
  - barricades
  - bars (crow and pinch)
  - brooms
  - brushes
  - decontamination units and chambers
  - disposable coveralls
  - dust pans and brushes
  - fall protection devices
  - gloves
  - hammers
  - hoses and spray fittings
  - overshoes
  - respirators
  - scaffolds
  - scrapers
  - shovels and spades
  - signs
  - sledge hammers.

***Materials*** include:

- approved plastic bags
- duct tape
- foam infill spray
- plastic sheeting.

***Quality requirements*** include:

- internal company quality policy and standards
- manufacturer specifications, where specified
- relevant regulations, including Australian

## RANGE STATEMENT

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- Environmental requirements* include:
- standards
  - workplace operations and procedures.
  - clean-up management
  - dust and noise
  - sedimentation control
  - vibration
  - waste management.
- Asbestos* may be:
- located in friable materials or non-friable products
  - sprayed, bonded or embedded.
- Removal* may be:
- by water jet or spray
  - demolition of structure.

## Unit Sector(s)

**Unit sector**                      Construction

## Co-requisite units

**Co-requisite units**              Nil

## Functional area

**Functional area**