



Australian Government

Department of Education, Employment and Workplace Relations

FPIFGM2202B Prepare seedbed

Release: 1

FPIFGM2202B Prepare seedbed

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to select and implement appropriate seedbed preparation techniques, and to survey and review the prepared seedbed

General workplace legislative and regulatory requirements apply to this unit; however there are no specific licensing or certification requirements at the time of publication

This unit replaces FPIFGM2202A Prepare seed bed

Application of the Unit

Application of the unit

The unit involves preparing seedbeds in a forest environment setting

The skills and knowledge required for competent workplace performance are to be used within the scope of the person's job and authority

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

Employability Skills Information

Employability skills This unit contains employability skills

Elements and Performance Criteria Pre-Content

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. Select site preparation techniques	1.1. Applicable <i>occupational health and safety</i> (OHS), <i>environmental</i> , <i>legislative</i> and <i>organisational requirements</i> relevant to preparing seedbeds are identified and followed 1.2. Site <i>environmental protection measures</i> are identified and adhered to in line with relevant legislation and regulations 1.3. <i>Work order</i> is reviewed and checked as required with <i>appropriate personnel</i> 1.4. <i>Range of appropriate seedbed preparation techniques</i> is <i>evaluated</i> and preferred technique is selected and recommended 1.5. Analysis and recommendations are documented and prepared in an appropriate format for approval 1.6. Required approvals are identified, sought and obtained from appropriate personnel 1.7. <i>Communication</i> with others is established and maintained in line with OHS requirements
2. Plan and prepare site	2.1. Site preparation plan is determined and developed in line with work order and environmental requirements 2.2. Potential and existing risks and hazards in the work area are identified and controlled 2.3. <i>Site plan</i> is documented and prepared in the appropriate style and format 2.4. Seedbed is prepared using appropriate techniques in line with site plan 2.5. Seedbed preparation is monitored and adjustments are made as required to accommodate contingencies in line with site plan and organisational and environmental requirements 2.6. <i>Limitations</i> are identified and assistance is sought as required in line with workplace procedures
3. Survey and review seedbed	3.1. Seedbed is surveyed in line with workplace procedures and organisational guidelines 3.2. Survey results are collated and reviewed, and remedial action is undertaken as required 3.3. Site preparation is assessed and evaluated to confirm that techniques, methodologies and budgets are in line with site plan and work order 3.4. <i>Recommendations</i> for improving methods and

ELEMENT**PERFORMANCE CRITERIA**

techniques used to prepare seedbeds are documented
3.5. Seedbed preparation process is *recorded and reported* to the appropriate personnel

Required Skills and Knowledge**REQUIRED SKILLS AND KNOWLEDGE**

This describes the essential skills and knowledge and their level required for this unit

Required skills

- Technical skills sufficient to use and maintain relevant tools and equipment; plan and prepare a seedbed
- Communication skills and interpersonal techniques sufficient to interact appropriately with colleagues and others in the workplace
- Literacy skills sufficient to collate and review information against specified criteria; locate, record and report information
- Numeracy skills sufficient to estimate, measure and calculate time required to complete a task
- Problem solving skills sufficient to review and identify work requirements; identify problems and equipment faults; demonstrate appropriate response procedures

Required knowledge

- Applicable commonwealth, state or territory legislation, regulations, standards, codes of practice and established safe practices relevant to the full range of processes for preparing seedbeds
- Environmental protection requirements, including the safe disposal of waste material
- Organisational and site standards, requirements, policies and procedures for preparing seedbed
- Environmental risks and hazards
- Techniques for seedbed preparation
- Site preparation requirements for particular seed species
- Established communication channels and protocols
- Problem identification and resolution strategies, and common fault finding techniques
- Types of tools and equipment, and procedures for their safe use and maintenance
- Appropriate mathematical procedures for estimating and measuring, including calculating time to complete tasks
- Procedures for recording and reporting workplace information

Evidence Guide

EVIDENCE GUIDE

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

A person who demonstrates competency in this unit must be able to provide evidence that they can assess, plan and select suitable techniques to implement seedbed preparation processes, and review and report outcomes

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

The evidence required to demonstrate competency in this unit must be relevant to, and satisfy, all of the requirements of the elements of this unit and include demonstration of:

- following applicable commonwealth, state or territory legislative and regulatory requirements and codes of practice relevant to preparing seedbed
- following organisational policies and procedures relevant to preparing seedbed
- coordinating and scheduling resources and managing the work of others to achieve specific outcomes
- developing a site preparation plan and conducting a risk analysis identifying mitigating methods for potential risks
- implementing and monitoring seedbed preparation using appropriate site preparation techniques
- reviewing, evaluating and reporting survey results of seedbed preparation

Context of and specific resources for assessment

- Competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of essential required knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to follow relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials and equipment relevant to undertaking work applicable to this unit
 - specifications and work instructions

EVIDENCE GUIDE

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of the FPI11 Training Package
- Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of required knowledge
- Assessment must be by direct observation of tasks, with questioning on required knowledge and it must also reinforce the integration of employability skills
- Assessment methods must confirm the ability to access and correctly interpret and apply the essential required knowledge
- Assessment may be applied under project-related conditions (real or simulated) and require evidence of process
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances
- Assessment may be in conjunction with assessment of other units of competency
- The assessment environment should not disadvantage the candidate
- Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender or language backgrounds other than English
- Where the participant has a disability, reasonable adjustment may be applied during assessment
- Language and literacy demands of the assessment task should not be higher than those of the work role

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold 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.

RANGE STATEMENT

OHS requirements:

are to be in line with applicable commonwealth, state or territory legislation and regulations, and organisational safety policies and procedures, and may include:

- personal protective equipment and clothing
- safety equipment
- first aid equipment
- fire fighting equipment
- hazard and risk control
- fatigue management
- elimination of hazardous materials and substances
- safe forest practices, including required actions relating to forest fire
- manual handling including shifting, lifting and carrying
- legislation
- organisational policies and procedures
- workplace practices

Environmental requirements may include:

Legislative requirements:

are to be in line with applicable commonwealth, state or territory legislation, regulations, certification requirements and codes of practice and may include:

- award and enterprise agreements
- industrial relations
- Australian Standards
- confidentiality and privacy
- OHS
- the environment
- equal opportunity
- anti-discrimination
- relevant industry codes of practice
- duty of care

Organisational requirements may include:

- legal
- organisational and site guidelines
- policies and procedures relating to own role and responsibility
- quality assurance
- procedural manuals
- quality and continuous improvement processes

RANGE STATEMENT

and standards

- OHS, emergency and evacuation procedures
- ethical standards
- recording and reporting requirements
- equipment use, maintenance and storage requirements
- environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)

Environmental protection measures:

may relate to:

- hygiene of the area
- relevant commonwealth, state, territory and local legislation and regulations

may include:

- ground growth
- canopy
- general forest lean
- wind speed and direction
- fallen trees
- density of trees
- ground slope
- soil and water protection
- ground hazards
- obstacles

measures may also include:

- contingencies for modifying operations during wet or other adverse weather conditions
- details of organisational terminology
- guidelines
- plans
- budgets
- policies and timelines
- internal memos
- resources, including people, plant, equipment and consumables
- instructions for the environmental monitoring of work and procedures
- environmental care requirements relevant to the work

Work order may include:

RANGE STATEMENT

Appropriate personnel may include:

- supervisors
- clients
- colleagues
- line management
- relevant external authorities and agencies, including:
 - local, state, territory and federal agencies
 - utility providers, such as gas, water, power and telecommunications
 - environmental protection
 - private owners
 - fire services

Range of seedbed preparation techniques may include:

- herbicides
- burning
- clearing
- rough-heaping
- cultivation
- ripping
- post-raking

Evaluation may involve:

- consideration of the species
- range of species to be sown or planted
- season
- topography of the area

Communication may include:

- verbal and non-verbal language
- constructive feedback
- active listening
- questioning to clarify and confirm understanding
- use of positive, confident and cooperative language
- use of language and concepts appropriate to individual social and cultural differences
- control of tone of voice

Site plan may include:

- information detailing the forest area to be prepared
- particular preparation techniques to be used
- scheduling
- resource requirements
- responsibilities

RANGE STATEMENT

Limitations may relate to:

- job role and responsibilities
- own competency level
- industry requirements
- own understanding of risk identification processes
- own interpretation of legislation
- regulations and procedures
- OHS and environmental requirements

Recommendations may come from:

- staff or contractors undertaking the work
- external bodies
- clients
- client groups

Records and reports may document:

- techniques used
- resources used
- timeframes
- results
- recommendations

and may include:

- collation of information or documentation
- interpretation of information in a way relevant to workplace requirements
- accurate organisation and maintenance of records
- use of a full range of information media, including written and printed, verbal, electronic, visual display units and personal computers

may be:

- manual
- computer-based system
- other appropriate organisational communication system

Unit Sector(s)

Not Applicable

Competency field

Competency field

Forest Growing and Management