



Australian Government

Department of Education, Employment and Workplace Relations

NWP226B Prepare and restore work site

Revision Number: 2

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Modification History

NWP226B Release 2: Layout adjusted. No changes to content.

NWP226B Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to prepare work sites prior to work and restore them on completion of work. The ability to follow work instructions, use a range of equipment and tools to prepare a safe work site and subsequently to restore the site to the required condition is essential to satisfactory performance.

Application of the Unit

This unit supports the attainment of skills and knowledge required for field and operational staff performing a wide range of functions that support construction, maintenance and operations processes.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

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 required performance needed to demonstrate achievement of the element. Where *bold italicised* text is used, further information is detailed in 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 for work.	<p>1.1 Determine <i>site preparation</i> requirements from specifications, instructions and pre-work inspections.</p> <p>1.2 Identify and report potential risks to public and environment.</p> <p>1.3 Perform a site check according to <i>legislative and organisational requirements</i> to identify risks and prevent damage to other utilities.</p> <p>1.4 Select and check work site <i>equipment, tools and materials</i> as appropriate to meet task and safety specifications.</p> <p>1.5 Select, fit and use personal protective equipment.</p>
2 Prepare work site.	<p>2.1 Position <i>safety equipment and materials</i> as required to prevent potential risks to public and environment.</p> <p>2.2 <i>Store and secure equipment</i> and materials as necessary.</p> <p>2.3 Use work site equipment, tools and materials according to regulatory and legislative requirements.</p> <p>2.4 Use manual or mechanical excavation equipment where required to achieve specifications.</p> <p>2.5 Provide appropriate drainage and diversion of site inflows from work site without <i>damage to environment</i>.</p>
3 Restore work site.	<p>3.1 Use equipment, tools and materials according to regulatory and legislative requirements.</p> <p>3.2 Backfill and compact excavations according to specifications.</p> <p>3.3 Remove excess soil, debris and unwanted materials from site.</p> <p>3.4 <i>Restore work site</i> to meet environmental and organisational requirements.</p>
4 Review, record and report activities.	<p>4.1 Check, maintain and store equipment, tools and materials according to manufacturer guidelines and organisational procedures.</p> <p>4.2 Maintain workplace records as required.</p>

Required Skills and Knowledge

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

Required skills:

- set up a site
- excavate backfill
- compact and reinstate site
- prepare site for planting and plant vegetation
- interpret plans, instructions and standard operating procedures
- use tools and equipment
- identify and respond to operational problems
- use communication systems
- use safety equipment and personal protective equipment
- identify hazards
- give and receive instructions
- use literacy skills in regard to verbal and written communication in the workplace
- communicate with customers and other employees

Required knowledge:

- OHS procedures
- personal work site safety
- public and site safety
- risk factors and potential hazards of site preparation and restoration
- environmental aspects of site preparation and restoration
- trenching, shoring and excavation management
- excavation procedures and site restoration
- relevant utilities and service bodies
- communication systems
- landscape and ground structure of work area
- equipment operation, capacity and limitations
- effects of weather and conditions on construction site or plant

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

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

The candidate should demonstrate the ability to prepare work sites prior to work and restore them on completion of work including:

- interpreting work requirements
- planning work site layout
- selecting appropriate work and safety equipment
- storing and securing materials and equipment safely
- clearing and preparing work site according to specifications
- restoring work site according to environmental and organisational procedures
- cleaning, maintaining and storing equipment
- completing relevant workplace documentation

Context of and specific resources for assessment

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards and government regulations

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role 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
- a decision of competence only taken at the point when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect

and supplementary evidence

- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit

Questioning will be appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions, and will reflect the requirements of the competency and the work being performed.

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. Add any 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.

Site preparation may include:

- interpreting plans
- locating public utilities
- setting out site
- battering
- shoring
- scaffolding
- excavating
- directing traffic and the public

Legislative and organisational requirements may include:

- relevant federal and state or territory legislation and regulations
- codes of practice, associated standards and guidance material
- documented organisational policies, manuals and induction programs
- relevant community planning and development agreements, such as land care agreements

Equipment, tools and materials may include:

- hand and power tools
- lifting and winching equipment
- mechanical excavation equipment
- pneumatic and motorised equipment, including:
 - compressors
 - pneumatic spades and attachments
 - motorised cutting equipment
- revegetation and gardening supplies and plants
- communication equipment
- personal protective equipment

Safety equipment and materials may be used to ensure public and site safety when:

- positioning signs
- erecting barricades
- controlling access

Storing and securing equipment may include:

- stacking and securing pipes safely
- placing equipment in locked storage during absence from site

Damage to environment is avoided or minimised by

- sediment control devices
- erosion prevention

using a range of techniques, including:

Restore work site using techniques, including:

- diversion and collection structures
- backfilling
- compacting
- planting or replanting vegetation
- reinstating site

Unit Sector(s)

Not applicable.

Competency field

Common.