Australian Government

Department of Education, Employment and Workplace Relations

UEGNSG115A Manage gas systems projects

Release: 1

UEGNSG115A Manage gas systems projects

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor **1**)

This Unit covers the competency required to oversee the management of major construction or maintenance activities in either natural gas or LPG systems. This competency standard refers to Resources; Project activities; Appropriate persons; Legislative and company requirements; Relevant authorities and other stakeholders; Communication strategy; Relevant documentation; Records/reports.

Application of the Unit

Application of the Unit **3**)

This competency standard shall apply to any basic and safe work site where Gas Industry operations occur. It could also apply, where applicable to other workplaces in the electricity supply industry (transmission and distribution and generation), the electrotechnology industry and the water industry, subject to all Occupational Health and Safety and duty of care requirements being met for the workplace.

Licensing/Regulatory Information

License to practice **3.1**)

The skills and knowledge described in this unit are not subject to licence regulation other than those directly related to Occupational Health and Safety, gas/electricity/water industry safety and compliance,

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License to practice	**3.1)**
	industrial relations, environmental protection, telecommunications, anti discrimination and training. Commonwealth, State/Territory or Local Government legislation and regulations may exist that limit the age at which a person can operate certain equipment.

Pre-Requisites

Prerequisite Unit(s)	**2)**
Competencies	**2.1)**
	Granting of competency in this unit shall be made only after competency in the following unit(s) has/have been confirmed:
	Nil

Employability Skills Information

Refer to the Evidence Guide

Elements and Performance Criteria Pre-Content

5) Elements describe the essential outcomes of a competency standard unit	Performance Criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA	
1 Prepare project plan	1.1	OHS principles and practices and environmental and sustainable energy procedures which may influence the systems are reviewed and determined
	1.2	Resources are identified, tender documents and projected scope are prepared and tenders called for in accordance with company policy and procedures
	1.3	Performance measures are identified and project management plan is implemented in accordance with established procedures
	1.4	Testing procedures are discussed with appropriate persons in order to ascertain the project brief
	1.5	Testing parameters are established from organisational established procedures on policies and specifications
	1.6	Equipment, tools and personal protective equipment are selected and coordinated based on specified requirements and established procedures
	1.7	Work roles and tasks are allocated according to requirements and individual's competencies
	1.8	Work is prioritised and sequenced for the most effective outcome, completed within an acceptable timeframe to a quality standard and in accordance with established procedures
	1.9	Liaison and communication issues with authorised persons, authorities, clients and land owners are resolved and activities coordinated to carry out work
	1.10	Risk control measures are identified, prioritised and evaluated against the work schedule
	1.11	Relevant work permits are secured to coordinate the performance of work according to

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ELEMENT	PERFORMANCE CRITERIA	
		requirements and established procedures
2 Implement and manage project plan	2.1	Project schedule and project administration plan is developed and communication strategy with contractors, company representatives and technical experts is developed and implemented
	2.2	OHS and sustainable energy principles, functionality and practices to reduce the incidents of accidents and minimise waste are incorporated into the project in accordance with requirements and established procedures
	2.3	Applications for work permits, access permits and licences are prepared and submitted to authorities and stakeholders for approval and resources are acquired and administered in accordance with the project plan
	2.4	Contractors are selected and managed in accordance with the project plan and that project variations are negotiated with all stakeholders and progress reports are prepared and presented with explanations of any over runs
	2.5	Technical advice is given to hazards, assessed risks and control measures so that monitoring can be undertaken and appropriate authorities consulted, where necessary, in accordance with requirements and established procedures
	2.6	Essential Knowledge and Associated Skills are applied to analyse specific data and compare it with compliance specifications to ensure completion of the project within an agreed timeframe according to requirements
	2.7	Testing is undertaken according to requirements and established procedures
	2.8	Work teams are arranged to ensure planned goals are met according to established procedures
	2.9	Solutions to non-routine problems are identified and actioned, using acquired Essential Knowledge and Associated Skills, according to

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ELEMENT	PERFORMANCE CRITERIA	
		requirements
	2.10	Quality of work is monitored against personal performance agreement and established organisational and professional standards
	2.11	Strategic plans are developed incorporating organisation initiatives as per established procedures
3 Finalise and hand over projects	3.1	Remedial work is identified, scheduled and completed
	3.2	Final inspections are undertaken to ensure they comply with all requirements and include all specifications and documentations needed to complete the project
	3.3	Appropriate persons are notified of completion and reports and completion documents are finalised.
	3.4	Reports and completion documents are submitted to relevant persons for approval and where applicable, statutory or regulatory approval
	3.5	Approved copies of documents are issued and records are updated in accordance with established procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Evidence shall show that knowledge has been acquired of safe working practices for managing gas systems projects. The extent of the essential knowledge and associated skills (EKAS) required is given in Volume 2 - Part 2.2 EKAS. It forms an integral part of this unit.

G 4.1.5 Interpreting Gas Industry drawings

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REQUIRED SKILLS AND KNOWLEDGE

G 5.1.1	Gas Industry concepts for supervising operations
G 5.1.3	Emergency management
G 6.1.1	Concepts and skills for Gas Industry supervisors
G 6.1.2	Management information required for Gas Industry supervisors
G 6.1.3	Commission/decommission pipelines and cathodic protection principles for Gas Industry supervisors
G 6.1.4	Communication for utilities industry supervisors
G 6.1.6	Project management
G 6.1.7	Chemical and physical behaviours of gas
G 6.1.8	Managing environmental and cultural sensitive issues

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Evidence Guide

EVIDENCE GUIDE

8) The Evidence Guide forms an integral part of this Unit and shall be used in conjunction with all components parts of this unit and performed in accordance with the Assessment Guidelines of this Training Package.

Overview of Assessment

8.**1**)

Longitudinal competency development approaches to assessment, such as Profiling, require data to be reliably gathered in a form that can be consistently interpreted over time. This approach is best utilised in Apprenticeship programs and reduces assessment intervention. It is the Industry's preferred model for apprenticeships. However, where summative (or final) assessment is used it is to include the application of the competency in the normal work environment or, at a minimum, the application of the competency in a realistically simulated work environment. It is recognised that, in some circumstances, assessment in part or full can occur outside the workplace. However, it must be in accord with industry and regulatory policy in this regard.

Methods chosen for a particular assessment will be influenced by various factors. These include the extent of the assessment, the most effective locations for the assessment activities to take place, access to physical resources, additional safety measures that may be required and the critical nature of the competencies being assessed.

The critical safety nature of working with electricity, electrical equipment, gas or any other hazardous substance/material carries risk in deeming a person competent. Hence, sources of evidence need to be 'rich' in nature so as to minimise error in judgment.

Activities associated with normal every day work have a bearing on the decision as to how much and how detailed the data gathered will contribute to its 'richness'. Some skills are more critical to safety and operational requirements while the same skills may be more or less frequently practised. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments. Sample assessment instruments are included in the Assessment Guidelines of this Training Package.

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EVIDENCE GUIDE

Critical aspects of evidence required to demonstrate competency in this unit

8.2)

Before the critical aspects of evidence are considered all prerequisites shall be met.

Evidence for competence in this unit shall be considered holistically. Each element and associated Performance Criteria shall be demonstrated on at least two occasions in accordance with the 'Assessment Guidelines UEG06'. Evidence shall also comprise:

- A representative body of Performance Criteria demonstrated within the timeframes typically expected of the discipline, work function and industrial environment. In particular this shall incorporate evidence that shows a candidate is able to:
  - Implement Occupational Health and Safety workplace procedures and practices including the use of risk control measures as specified in the Performance Criteria and range
  - Apply sustainable energy principles and practices as specified in the Performance Criteria and range
  - Demonstrate an understanding of the essential knowledge and associated skills as described in this unit to such an extent that the learner's performance outcome is reported in accordance with the preferred approach; namely a percentile graded result, where required by the regulated environment
  - Demonstrate an appropriate level of skills enabling employment
  - Conduct work observing the relevant Anti discrimination legislation, regulations, polices and workplace procedures
  - Demonstrate performance across a representative range of contexts from the prescribed items below:

Range of tools/equipment/materials/procedures/ workplaces/other variables		
Group No	**The minimum number of items on which skill is to be demonstrated**	**Item List**
A	At least 2	Resources:

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		Relevant persons Materials, tools and equipment Personal protective equipment and clothing company standard operating procedures Equipment manuals, training resources.
B	At least 3	Project activities: Major construction and maintenance activities in the LPG or natural gas sector, Transmission and distribution pipelines LPG storage facilities greater than 50kL Underground storage Tankers and ships Control systems Custody transfer stations Odourising plant Corrosion control Interconnecting systems.
C	At least 2	Appropriate persons: Organisation employees Maintenance persons Appropriately experienced and qualified persons Site security persons Contractors and their employees Inspectors and regulatory authority representatives.
D	All	Legislative and company requirements: Occupational Health&Safety

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		legislation Relevant Government Acts, regulations and codes of practice Australian Standards and Environmental legislative requirements Company Standard Operating Procedures and authorisation requirements and technical standards requirements
E	At least 2	Relevant authorities and other stakeholders: Authorities Local councils Emergency services Road and rail transport authorities Government departments Land owners/Traditional land owners Contractors and other organisational persons
F	All	Communication strategy: Verbal directions Relevant documentation Project records/reports Electronic communications, internet communication.
G	At least 4	Relevant documentation: Specifications Drawings/plans; 'as-constructed' drawings/plans Manufacturer's specifications Work permits

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		Company standard operation and safety procedures Company management plans and policies Hot work permits Company forms and files OHS, laws and codes of practice Relevant Government Acts, regulations and codes of practice Environmental legislative requirements Quality assurance; expenditure reports and budgets
H	At least 2	Records/reports: Relevant documentation Routine inspections (daily readings, monthly checks) Scheduled maintenance activities Mandatory or statutory inspections Hazard and incident reports
I	All	Interpreting Gas Industry drawings Understanding emergency management Concepts and skills for Gas Industry supervisors Understanding commission/decommission pipelines and cathodic protection principles for Gas Industry supervisors Communication for Gas Industry supervisors

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		Understanding of project management techniques Understanding of chemical and physical behaviours of gas Managing environmental and cultural sensitive issues
J	At least one occasion	Deal with an unplanned event by drawing on essential knowledge and associated skills to provide appropriate solutions incorporated in the holistic assessment with the above listed items

Context of and specific resources for assessment

8.3)

This unit should be assessed as it relates to normal work practice using procedures, information and resources typical of a workplace. This should include:

- OHS policy and work procedures and instructions.
- Suitable work environment, facilities, equipment and materials to undertake actual work as prescribed by this Unit.
- Appropriate environmental regulation and work practices.
- Appropriate organisational requirements.
- Appropriate work environment, equipment and tools.

In addition to the resources listed above, in Context of and specific resources for assessment, evidence should show demonstrated competency of managing gas systems projects.

Assessment of this competency must also be undertaken in either an actual workplace or under a simulated work environment. Assessment must also integrate the key competencies.

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Method of assessment

8.4)

This Unit shall be assessed by methods given in Volume 1, Part 3 'Assessment Guidelines'.

Note: Competent performance with inherent safe working practices is expected in the Industry to which this Unit applies. This requires that the specified Essential Knowledge and Associated Skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the Essential Knowledge and Associated Skills described in this unit.

Concurrent assessment and relationship with other units

8.5)

There are no recommended concurrent assessments with this unit, however in some cases efficiencies may be gained in terms of learning and assessment effort being concurrently managed with allied Units where listed.

BSBMGT505A	Ensure a safe workplace
BSBFLM509A	Promote continuous improvement
UEGNSG113A	Manage a utilities industry OHS management system
UEGNSG116A	Manage gas system physical resources
BSBMGT507A	Manage environmental performance

Or, with the following units of competency if delivered in the Advanced Diploma qualification:

UEGNSG116A	Manage physical resources
UEGNSG117A	Plan and implement the data acquisition and metering requirements of a gas system
UEGNSG118A	Select and commission equipment to meet pressure and temperature control specifications
UEGNSG119	Manage workplace risk

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EVIDENCE GUIDE

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UEGNSG120A Manage gas system environmental compliance

UEGNSG121A Prepare and design specifications for a gas system

UEGNSG122A Manage a customer service gas business unit

UEGNSG123A Manage financial resources

Key Competencies 8.6)

Evidence that particular key competencies have been achieved within this Unit is in the context of the following Performance Criteria of evidence. See Volume 2, Part 4 for an explanation of Key Competencies and levels of this Training Package.

Key Competencies	**Example of Application**	**Performance Level**
How are ideas and information communicated within this competency?	Refer to the following Performance Criteria for examples of application: 1.9; 2.1; 3.4	3
How can information be collected, analysed and organised?	Refer to the following Performance Criteria for examples of application: 1.2; 2.1	2
How are activities planned and organised?	Refer to the following Performance Criteria for examples of application: 1.2; 1.4; 1.8; 1.11	2
How is team work used within this competency?	Refer to the following Performance Criteria for examples of application: 1.7; 1.8; 2.1; 2.4	2

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How are mathematical ideas and techniques used?	Refer to the following Performance Criteria for examples of application:	N/A
How are problem solving skills applied?	Refer to the following Performance Criteria for examples of application: 2.9	2
How is use of technology applied?	Refer to the following Performance Criteria for examples of application: 2.4; 3.4	2

Skills Enabling Employment **8.7**)

Evidence that competency in this unit incorporates skills enabling employment is in the context of the following performance.

Skills for Employment		**Example of Application**
1	Developing and using skills within a real workplace	Refer to the following Performance Criteria for examples of application: All
2	Learning to learn in the workplace	Refer to the following Performance Criteria for examples of application: 1.4; 1.9
3	Reflecting on the outcome and process of work task	Refer to the following Performance Criteria for examples of application: 3.4; 3.5
4	Interacting and understanding of the context of the work task	Refer to the following Performance Criteria for examples of application: 1.4; 1.7; 1.8

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5	Planning and organising the meaningful work task	Refer to the following Performance Criteria for examples of application: 1.2; 1.4; 1.8; 1.11
6	Performing the work task in non-routine or contingent situations	Refer to the following Performance Criteria for examples of application: 2.9

Range Statement

RANGE STATEMENT

7) This relates to the competency standard unit as a whole providing the range of contexts and conditions to which the Performance Criteria apply. It allows for different work environments and situations that will affect performance.

This Unit shall/may be demonstrated in relation to manage gas systems projects.

The following constants and variables included in the element/Performance Criteria in this unit are fully described in the Definitions Section of this volume and form an integral part of the Range Statement of this unit:

Resources

Project activities

Appropriate persons (6)

Legislative and company requirements:

Relevant authorities and other stakeholders

Communication strategy

Relevant documentation (6)

Records/reports (6)

Unit Sector(s)

Not Applicable

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Literacy and numeracy skills

Literacy and numeracy skills **2.2)**

Participants are best equipped to achieve this unit if they have reading, writing and numeracy skills indicated by the following scales. Description of each scale is given in Volume 2, Part 3 'Literacy and Numeracy'

Reading 5 Writing 5 Numeracy 5

Competency Field

Competency Field **4)**

Cross discipline.

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