



**Australian Government**

# **AHCARB505 Document and audit tree work**

**Release: 1**

## AHCARB505 Document and audit tree work

### Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

### Application

This unit of competency describes the skills and knowledge required to review and audit all aspects of arboricultural operations.

This unit applies to individuals who take personal responsibility and exercise autonomy in undertaking complex work, to analyse and synthesise information, and design and communicate solutions to complex problems. The role involves the self-directed application of knowledge with substantial depth in areas such as auditing, conformance, tree assessment and an extensive range of tree operations.

Licensing, legislative, regulatory, or certification requirements apply to this unit in some states & territories at the time of publication, and may differ according to jurisdiction. Specific determination should be sought through the relevant State or Territory. Works involving this unit of competency may be subject to local tree protection and preservation laws, and the relevant content of applicable Australian Standards.

### Pre-requisite Unit

Nil.

### Unit Sector

Arboriculture (ARB)

### Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify and gather information	1.1 Identify audit objectives, scope and focus 1.2 Identify target operations and documentation 1.3 Determine audit process and sampling technique 1.4 Determine frequency and random timing of audit event

<b>Element</b>	<b>Performance criteria</b>
	1.5 Prepare audit documentation 1.6 Conduct pre-audit communications with client and relevant stakeholders 1.7 Gather relevant information, sample documentation, codes of practice and Australian Standards
2. Audit tree works	2.1 Organise on-site inspections to conduct the audit process 2.2 Audit the specific tree works operation being undertaken 2.3 Audit any pruning, removal, transplanting, planting, tree protection techniques and arboricultural practices being undertaken 2.4 Inspect and assess arboricultural works that may impact on tree physiology, anatomy, pathology and environment 2.5 Audit works in relation to relevant documentation and legislation 2.6 Determine the extent of work with conformance to relevant documentation and legislation 2.7 Identify and record non-conformance 2.8 Assess extent and manner of non-conformance 2.9 Document findings and relevant field notes
3. Assess impact of non-arboricultural works	3.1 Inspect and assess non-arboricultural works that may impact on the tree or its environment 3.2 Determine impact of non-arboricultural works of clients, contractors and stakeholders 3.3 Provide feedback on non-arboricultural works to clients, contractors and stakeholders
4. Provide feedback to contractors, clients and stakeholders	4.1 Provide feedback on the findings of the inspections to clients, contractors and stakeholders 4.2 Provide advice for improvement, rectification and management of non-conformances 4.3 Prioritise required ongoing management
5. Document and present audit report, notifications and plans	5.1 Document audit report and non-conformance notifications 5.2 Advise statutory authorities where required 5.3 Document an ongoing management plan specifying the tree management techniques and practices required to address the audit findings 5.4 Document a rectification plan specifying the required rectifications of non-conformances 5.5 Present reports and plans to client and relevant stakeholders

## **Foundation Skills**

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

## **Range of Conditions**

## **Unit Mapping Information**

This unit is not equivalent to AHCARB505A Document and audit tree work.

## **Links**

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>