Australian Government

AHCCFI508A Plan a Carbon Farming Initiative project to sequester carbon in soil or biochar

Release 1

INDUSTRY SKILLS COUNCILS
Creating Australia's Future

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Modification History

Release	TP Version	Comments
1	AHC10v6	Initial release

Unit Descriptor

This unit covers the process of managing the design, planning and costing of a Carbon Farming Initiative (CFI) project using a methodology approved under the CFI for the sequestration of carbon in soil or biochar.

Application of the Unit

The unit applies to those who wish to manage the implementation of or provide advice on implementing a CFI soil carbon or biochar project.

Note that the 'advice' referred to in this unit does not relate to financial advice which requires an Australian financial services license. This unit does not address the skills or the generic knowledge requirements in ASIC Regulatory Guide 146: Training of Financial Product Advisors".

Application of this unit must cover the skills and knowledge to plan for projects as relevant approved CFI methodologies for them become available.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Pre-Requisites

Nil.

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 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. Manage the project design	1.1 Areas of expertise and specialist services required to carry out the project are identified
	1.2 A design brief is prepared
	1.3 Project design and contract arrangements are agreed
	1.4 Site elements and features that impact on project design and establishment are assessed
	1.5 The site is stratified as per the methodology requirements, if relevant
	1.6 The impact of project location on the type of carbon credits generated, where relevant, is ascertained
	1.7 The impact of differing crediting and reporting periods on project planning and implementation is assessed
	1.8 A design is prepared that describes the detailed features, specifications and approach of the project
	1.9 The design is checked for compliance with the relevant approved methodology and CFI requirements and agreed with the stakeholder
2. Carry out preliminary planning activities	2.1 The responsibilities of owning and managing a CFI project are identified
	2.2 Project design and contract requirements are confirmed
	2.3 A site visit to verify biophysical and environmental considerations is conducted
	2.4 The availability, quantity and costs of materials and resources listed in the project specifications developed during project design are verified
3. Prepare a project plan	3.1 Resources, tools, labour and equipment required for project implementation are identified
	3.2 Project risks are assessed and controls are established
	3.3 A project plan outlining allocation of resources, work tasks and timing is prepared
	3.4 Interdependencies, seasonal factors and impacts are identified and incorporated in the staging strategy
4. Cost implementation works	4.1 Current prices for project resources, tools, labour and equipment required for project implementation are obtained
	4.2 Unit and total cost for each resource item is calculated
	4.3 Total project costs are accurately calculated and documented
	4.4 Adjustments are made where required to reconcile resource costs with project budget
	4.5 The costed plan is agreed with the project proponent

4.6 The costed plan is checked with the relevant auditor to ensure that the methods proposed in applying the methodology will meet audit requirements

Required Skills and Knowledge

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

Required skills

- communication skills to:
  - determine and confirm client requirements using questioning and active listening as required
  - negotiate financial service transactions with clients
  - liaise with others, share information, listen and understand
- literacy skills to:
  - read and interpret documentation from a variety of sources
  - analyse information to ensure currency, accuracy and appropriateness to client needs
  - complete documentation accurately
- research and analytical skills to access, interpret and manage complex information
- numeracy and IT skills to:
  - interpret financial information and calculate client costs
  - access and use appropriate software
  - use the internet to research information
- information management skills to capture and record key project information
- interpersonal skills to:
  - establish rapport with clients
  - liaise with other team members and specialists
  - establish networks with relevant technical experts
- judgement skills to:
  - apply ethical principles to decision making in the advisory process
  - form suitable recommendations when advising
- self-management skills to comply with ethical, legal and procedural requirements
- organising and time-management skills to:
  - sequence tasks
  - meet timelines and deliver agreed outcomes
  - arrange meetings
- leadership skills to:
  - build an effective project team
  - lead the team in the implementation of the project
  - anticipate, plan and organise required materials and resources

Required knowledge

Knowledge of:

- *Carbon Credits (Carbon Farming Initiative) Act 2011* and regulations, particularly provisions relating to the permanence of sequestration activities, including carbon

maintenance obligation, and including relevant eligible activities on the positive list and provisions relevant to project planning and implementation

- any regulatory guidance included on the Clean Energy Regulator website for the relevant methodologies
- details of approved CFI soil carbon and biochar methodologies including eligibility requirements, project area requirements, net abatement calculation requirements, monitoring, reporting and auditing requirements and further information sources
- science of sequestering and maintaining and measuring carbon in soil
- current pricing and options for project resources, tools, equipment and contractors
- formats for organising and presenting financial, qualitative and quantitative information
- overview of farm management practices that can enhance and maintain carbon sequestration in the soil
- overview of means of manufacturing biochar and the properties of various feedstocks
- information about project implementation or changes in environmental conditions that are required to determine whether the project remains within the scope of the methodology
- CFI guidelines for sampling and measuring soil carbon
- an understanding of geographic information systems (GIS)
- carbon accounting in the land sector, including:
  - Australia's national carbon accounting framework
  - need for consistency of abatement calculations under the CFI with methods in the National Greenhouse and Energy Reporting determination and the National Inventory Report
  - requirements for measuring emissions from land-based sources relevant to the methodologies

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	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of the ability to: • manage the project design • plan the implementation of a soil carbon or biochar project • prepare a project plan • identify resources for a program of works • cost implementation of the project
Context of and specific resources for assessment	Assessment must be undertaken in the context of the Carbon Farming Initiative. Assessment resources must be developed to determine the candidate's depth and breadth of knowledge of approved cropping or soil methodologies as well as their ability to provide accurate and up-to-date information to others in a professional manner.
Method of assessment	A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: • observing processes and procedures in workplaces • oral or written questioning on required knowledge and skills • evaluating workplace documents and samples of work • simulated projects, scenarios or case studies • obtaining and validating third party references and reports
Guidance information for assessment	Assessment with other units relevant to the job role is recommended. The unit of competency can be assessed in the workplace or a simulated workplace environment.

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.

Seasonal factors and impacts includes:	• material handling • rainfall requirements • machinery use • fire hazards • growing conditions • establishment period
Design brief includes:	a brief that outlines project objectives, outcomes, scope, constraints and assumptions, dependencies, design options and preferred option, business case, success indicators, project approach and governance arrangements (including compliance requirements with the standards of the applicable auditor)
Positive list includes:	a register, contained in the CFI regulations, of abatement activities, that are eligible to earn carbon credits under the CFI

Unit Sector(s)

Carbon farming.