BCG1008A Use simple levelling devices
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Modification History
Not applicable.

Unit Descriptor
Not applicable.

Application of the Unit
Not applicable.

Licensing/Regulatory Information
Not applicable.

Pre-Requisites
Not applicable.

Employability Skills Information
Not applicable.

Elements and Performance Criteria Pre-Content
Not applicable.

Elements and Performance Criteria

<table>
<thead>
<tr>
<th>Element</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Plan and prepare work</td>
<td>1.1 OH&amp;S requirements recognised and adhered to in accordance with application tasks and workplace environment.</td>
</tr>
<tr>
<td></td>
<td>1.2 Requirements of job identified from drawings or instructions.</td>
</tr>
</tbody>
</table>
1.3 Appropriate personal protective equipment selected, correctly fitted and used.

1.4 Tools and equipment selected consistent with job requirements, checked for serviceability and any faults reported to supervisor.

1.5 Quality Assurance requirements recognised and adhered to in accordance with company's construction operations.

<table>
<thead>
<tr>
<th>2</th>
<th>Set up and use levelling device</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Heights to be transferred, identified from given instructions or drawings.</td>
</tr>
<tr>
<td>2.2</td>
<td>Work assembled and filled with water to required level with air bubbles removed.</td>
</tr>
<tr>
<td>2.3</td>
<td>Height transferred to required locations to a tolerance of + or - 5mm over 3 metres.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3</th>
<th>Transfer heights with straight edge and spirit level</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Heights to be transferred identified from given instructions/drawings/given marked level.</td>
</tr>
<tr>
<td>3.2</td>
<td>Height transferred to required location to + or - 5mm over 3 metres.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4</th>
<th>Maintain given level or specified slope with boning rods</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1</td>
<td>Heights of each end of line to be boned established to given levels.</td>
</tr>
<tr>
<td>4.2</td>
<td>End of boning rods securely fixed to required heights.</td>
</tr>
<tr>
<td>4.3</td>
<td>Heights of intermediate points sighted and marked with boning rods to a tolerance of + 10mm.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5</th>
<th>Clean up</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1</td>
<td>Tools and equipment cleaned, maintained and stored.</td>
</tr>
</tbody>
</table>

**Required Skills and Knowledge**

Not applicable.
Evidence Guide

Competency is to be demonstrated by carrying out the effective application of the different types of levelling devices listed within the range statement relative to the work orientation.

(1) Critical Aspects of Evidence
It is essential that competence is observed in the following aspects:
- demonstrate compliance with Occupational Health and Safety regulations applicable to workplace operations
- indicate compliance with organisational policies and procedures including Quality Assurance requirements
- carry out correct procedures prior to and during application of levelling and boning processes
- demonstrate safe and effective handling and operational use of levelling device
- indicate care in accurately transferring levels to other locations
- interactive communication with others to ensure safe and effective levelling operations.

(2) Pre-requisite Relationship of Units
Nil

(3) Underpinning Knowledge and Skills
Knowledge
- A knowledge of:
  - workplace and equipment safety requirements
  - hand tools
  - measurement and calculation
  - Quality Assurance
  - range of levelling devices
  - horizontal/vertical concepts
Skills
- The ability to:
  - work safely to instructions
  - measure
  - use hand tools
  - communicate effectively

(4) Resource Implications
The following resources should be made available:
- general construction materials appropriate to levelling
- hand tools appropriate to levelling and lining
- equipment appropriate to the activity processes
- suitable work area appropriate to the activities
- suitable plans/drawings and specification

(5) Method of Assessment
Competency shall be assessed while work is undertaken under direct supervision with regular checks, but may include some autonomy when working as part of a team.
Competency in this unit should be determined concurrently, based on integrated project work. Assessment may be by intermittent checking at the various stages of the job application in accordance with the performance criteria, or may be at the completion of each process.

(6) Context of Assessment
Competency shall be assessed in the workplace or simulated workplace environment in accordance with work practices and safety procedures.
Competency is to be demonstrated by carrying out the effective application of the different types of levelling devices listed within the range statement relative to the work orientation.

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- demonstrate compliance with Occupational Health and Safety regulations applicable to workplace operations
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Range Statement

This unit applies to using simple levelling devices to carry out basic exercises in transferring levels and/or maintaining a line of a slope.

Levelling and lining devices include:
- water level
- spirit level
- boning rods

Heights or levels may be given by:
- drawing/sketch indicating mark
- verbal or written instruction indicating level or mark
- datum/survey peg fixed into ground
- chalk or nail mark on paved/concrete surface
- mark on vertical surface

Associated tools and equipment include:
- string line
- wooden/steel pegs
- straight edge
- hammer
- chalk line

Personal protective equipment may include:
- overalls
- boots
- hard hat/cap
- safety glasses
- dust jacket
- masks/respirators

Work may be carried out under supervision and in a team situation or individually.

Reporting of faults may be verbal or written.

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**Unit Sector(s)**

Not applicable.