



Australian Government

Department of Education, Employment and Workplace Relations

CPCCBBL3001A Lay paving

Release: 1

CPCCB3001A Lay paving

Modification History

Not Applicable

Unit Descriptor

Unit descriptor This unit of competency specifies the outcomes required to lay pavers on level and inclined surfaces. It includes preparing, setting out and laying of the paving.

Application of the Unit

Application of the unit This unit of competency supports achievement of the skills for laying paving material to pave external areas. Paving may be performed on a new construction site, an existing structure being renovated or extended, or an existing structure subject to service restoration or maintenance, which includes working with others and as a member of a team.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry

Employability Skills Information

Employability skills 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. Prepare for work.	<p>1.1. Work instructions, including plans, specifications, quality requirements and operational details, are obtained, confirmed and applied from relevant information.</p> <p>1.2. Safety (OHS) requirements are followed in accordance with safety plans and policies.</p> <p>1.3. Signage and barricade requirements are identified and implemented.</p> <p>1.4. Plant, tools and equipment are selected to carry out tasks are consistent with job requirements, checked for serviceability, and any faults are rectified or reported prior to commencement.</p> <p>1.5. Material quantity requirements are calculated in accordance with plans and specifications.</p> <p>1.6. Materials appropriate to the work application are identified, obtained, prepared, safely handled and located ready for use.</p> <p>1.7. Environmental requirements are identified for the project in accordance with environmental plans and statutory and regulatory authority obligations, and are applied.</p>
2. Set out work area.	<p>2.1. Location and area of paved area are identified from plans and specifications.</p> <p>2.2. Sub-soil and footing types are identified and classified according to standards.</p> <p>2.3. Underground services are located and avoided throughout work process.</p> <p>2.4. Location and shape of paving area are set out to dimensions from plans and specifications.</p>
3. Lay paving.	<p>3.1. Area is excavated to required depth, allowing for base and thickness of unit and specified finish level.</p> <p>3.2. Drainage pipes are positioned in sub soil in accordance with regulatory authorities' requirements, plans and specifications.</p> <p>3.3. Mortar for masonry paving is mixed to specifications and standards.</p> <p>3.4. Substrate base material is spread and compacted to specifications.</p> <p>3.5. Bedding material is spread and screeded to designed level and alignment.</p> <p>3.6. Edge boards are positioned to set out and</p>

ELEMENT**PERFORMANCE CRITERIA**

	specifications.
	3.7. Paving surface is graded to fall evenly, without ponding, to outlets or surface run-off system.
	3.8. Initial starting line is determined and pavers are laid to line conforming with specified pattern.
	3.9. Paving units and segments are cut and laid to designed pattern and specifications, with joints to specifications and surface finish aligned.
	3.10. Finished level is maintained across junctions between different finishes.
	3.11. Paving installation is completed with <i>joints finished</i> to specifications.
	3.12. Paving surface is cleaned on completion to specifications.
4. Clean up.	4.1. Work area is cleared and materials disposed of, reused or recycled in accordance with legislation, regulations, codes of practice and job specification.
	4.2. Plant, tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturer recommendations and standard work practices.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Required skills for this unit are:

- communication skills to:
 - determine requirements
 - enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
 - follow instructions
 - read and interpret:
 - documentation from a variety of sources
 - drawings and specifications
 - report faults

REQUIRED SKILLS AND KNOWLEDGE

- use language and concepts appropriate to cultural differences
- use and interpret non-verbal communication, such as hand signals
- numeracy skills to apply measurements and make calculations
- organisational skills, including the ability to plan and set out work
- teamwork skills to work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities
- technological skills to:
 - use a range of mobile technology, such as two-way radio and mobile phones
 - voice and hand signals to access and understand site-specific instructions.

Required knowledge

Required knowledge for this unit is:

- characteristics and applications of materials for laying pavers
- construction terminology
- corner geometry
- job safety analysis (JSA) and safe work method statements
- material safety data sheets (MSDS)
- materials storage and environmentally friendly waste management
- paving bonds and patterns, joints and finishing
- plans, specifications and drawings
- processes for the calculation of material requirements
- quality requirements
- techniques for laying pavers
- types, characteristics, uses and limitations of plant, tools and equipment
- workplace and equipment safety requirements.

Evidence Guide

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

This unit of competency could be assessed in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.

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

A person who demonstrates competency in this unit must be able to provide evidence of the ability to:

- locate, interpret and apply relevant information, standards and specifications
- comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations
- comply with organisational policies and procedures, including quality requirements
- safely and effectively use tools, plant and equipment
- communicate and work effectively and safely with others
- as a minimum, pave a level area of 3m x 5m with clay pavers, using sand as a bedding material on compacted crushed rock (closed finish with sand brushed in); and pave an area of 3m x 5m over a fall with clay bricks, incorporating control joints and using mortar as a bedding material on concrete (mortar joints finish), ensuring:
 - correct identification of requirement and finishing of the tasks
 - correct selection and use of appropriate processes, tools and equipment
 - completing all work to specification.

Context of and specific resources for assessment

This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.

Assessment of essential underpinning knowledge

EVIDENCE GUIDE

will usually be conducted in an off-site context.

Assessment is to comply with relevant regulatory or Australian standards' requirements.

Resource implications for assessment include:

- an induction procedure and requirement
- realistic tasks or simulated tasks covering the mandatory task requirements
- relevant specifications and work instructions
- tools and equipment appropriate to applying safe work practices
- support materials appropriate to activity
- workplace instructions relating to safe work practices and addressing hazards and emergencies
- material safety data sheets
- research resources, including industry related systems information.

Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

Method of assessment

Assessment methods must:

- satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package
- include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- reinforce the integration of employability skills with workplace tasks and job roles
- confirm that competency is verified and able to be transferred to other circumstances and environments.

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

EVIDENCE GUIDE

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, with a decision on competency only taken at the point when the assessor has complete confidence in the person's demonstrated ability and applied knowledge
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence.

Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.

Supplementary evidence of competency may be obtained from relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.

Range Statement

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.

Information includes:

- diagrams or sketches
- instructions issued by authorised organisational or external personnel
- manufacturer specifications and instructions where specified
- memos
- MSDS

RANGE STATEMENT

Safety (OHS) is to be in accordance with legislation, regulations, codes of practice, organisational safety policies and procedures, and project safety plan and may include:

- organisation work specifications and requirements
- plans and specifications
- regulatory and legislative requirements pertaining to laying pavement
- relevant Australian standards
- safe work procedures related to laying pavement
- signage
- verbal or written and graphical instructions
- work bulletins
- work schedules.
- emergency procedures, including emergency shutdown and stopping, extinguishing fires, organisational first aid requirements and evacuation
- handling of materials
- hazard control
- hazardous materials and substances
- safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
 - earth leakage boxes
 - lighting
 - restricted access barriers
 - surrounding structures
 - traffic control
 - trip hazards
 - underground services, including water, gas, electricity and communications
 - work site visitors and the public
 - working at heights
 - working in confined spaces
 - working in proximity to others
 - working with dangerous materials
- organisational first aid
- personal protective clothing and equipment prescribed under legislation, regulations and workplace policies and practices
- use of firefighting equipment
- use of tools and equipment

RANGE STATEMENT

Tools and equipment:

- workplace environment and safety.
- include:
 - bolsters
 - buckets
 - builder's squares
 - builders' lines
 - concrete mixers
 - hammers
 - hoses
 - line blocks
 - line pins
 - mason's squares
 - masonry saws
 - measuring tapes and rules
 - mortar boards
 - power leads
 - rakes and brooms
 - rubber mallets
 - screed boards
 - shovels
 - spirit levels
 - straight edges
 - string lines
 - trowels
 - vibrating plates
 - wheelbarrows
- may include:
 - brick buggies
 - forklifts
 - pallet trolleys
 - small petrol or diesel engines, compressors or mixers.

Materials include:

- bedding materials
- clay bricks and clay pavers
- concrete blocks
- concrete pavers
- mortar and sand
- paving materials

RANGE STATEMENT

	<ul style="list-style-type: none"> • slate (random and regular) • stone segments • waterproofing materials.
<i>Environmental requirements</i> include:	<ul style="list-style-type: none"> • clean-up protection • noise and dust • vibration • waste management.
<i>Statutory and regulatory authorities</i> include:	<ul style="list-style-type: none"> • federal, state and local authorities administering applicable Acts, regulations and codes of practice.
<i>Paved areas</i> include:	<ul style="list-style-type: none"> • cycle and walking tracks • footpaths • malls • patios • platforms • ramps and inclined surfaces • roads • sports arenas.
<i>Substrate</i> includes:	<ul style="list-style-type: none"> • compacted crushed rock • concrete.
<i>Bedding material</i> includes:	<ul style="list-style-type: none"> • adhesives • bedding sand • cement mortar • mortar with adhesive additive.
<i>Joints finished</i> include:	<ul style="list-style-type: none"> • closed joints • closed joints with sand brushed in • mortar joints.

Unit Sector(s)

Unit sector Construction

Co-requisite units

Co-requisite units Nil

Functional area

Functional area