



Australian Government

CPCCE4004A Finalise demolition activities and supervise property handover

Release 1

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Modification History

New unit.

This version first released with CPC08 Construction, Plumbing and Services Training Package Version 9.

Unit Descriptor

This unit of competency specifies the outcomes required to ensure that large demolition projects, including structures or installations above 15 metres on different types of sites are completed within the required timeframe and to specifications, with agreed alterations to specified work clearly recorded.

It includes ensuring that the property is handed over to the owner or their nominated representative within projected timeframes and that relevant documentation is completed and processed.

Application of the Unit

This unit of competency supports the role of demolition supervisors who manage the final stages of large demolition projects, including those involving structures and installations over 15 metres on different types of sites, from the stage where all of the structures on the site, including underground structures, have been demolished, up to the handover of the site.

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements apply to demolition work in different States and Territories. Candidates are advised to consult with the relevant regulatory authorities.

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 required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

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|---|----------------------------|-----|---|
| 1 | Plan handover of property. | 1.1 | Information relating to demolition contract is reviewed to confirm timelines for completion and site handover specifications. |
| | | 1.2 | Handover process is confirmed and scheduled with relevant stakeholders and required amendments to timeframes or handover specifications are negotiated and recorded. |
| | | 1.3 | <i>Demolition finalisation tasks</i> are confirmed and scheduled, and <i>resources</i> required are assessed and arranged according to workplace and site requirements. |
| | | 1.4 | Work health and safety (WHS) requirements are determined and applied to task planning according to safety plans and policies. |
| | | 1.5 | Environmental requirements are identified for the project according to environmental plans and regulatory obligations. |
| | | 1.6 | Demolition team is briefed and demolition finalisation tasks are allocated and confirmed as understood by team members according to workplace procedures. |

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| 2 | Monitor quality and timeliness of job completion. | 2.1 | Audit of property is conducted to determine condition of work site and surrounds before initiating demolition finalisation tasks, and safe work method statements (SWMS) are adjusted in consultation with relevant personnel, as required. |
| | | 2.2 | Scheduled tasks are started within required timeframes and progress is monitored to completion to ensure deadlines are met. |
| | | 2.3 | Hazard control and <i>regulatory compliance</i> are monitored throughout the finalisation process and team members are directed to use specific procedures or techniques, as necessary. |
| | | 2.4 | Completed tasks are assessed against specifications; and discrepancies are noted and resolved or recorded in relevant documentation. |
| | | 2.5 | Property is inspected and checked against finalisation schedule and quality requirements; and discrepancies are identified, and resolved or recorded in relevant documentation. |
| 3 | Conduct handover site inspection with stakeholders. | 3.1 | Handover site inspection appointment is confirmed with property owner or authorised representatives and other relevant personnel, as required. |
| | | 3.2 | Procedures and required documentation for handover site inspection are confirmed with stakeholders. |
| | | 3.3 | Records relating to completed demolition work are reviewed and agreed variations to initial specifications are recorded or confirmed in completion documentation. |
| | | 3.4 | Site safety inspection is conducted and site safety induction arranged or delivered to stakeholders prior to handover site inspection. |
| | | 3.5 | Sections of site are inspected according to handover site inspection schedule and signed off as complete; or discrepancies are discussed and solutions negotiated and recorded. |

- 4 Finalise work and complete handover documentation.
- 4.1 Solutions to discrepancies discovered on handover site inspection are implemented according to negotiated schedule and monitored and checked for completion to required standard.
 - 4.2 Site clearance is supervised and checked to ensure all plant, tools, equipment, materials and waste are removed and ground prepared according to agreed standard.
 - 4.3 Final documentation is prepared and processed according to project and workplace requirements.
 - 4.4 Site is secured according to project and workplace requirements.

Required Skills and Knowledge

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

Required skills

- learning skills to:
 - assimilate past experience to develop and implement solutions to problems
 - respond to change, such as differences in quality standards required by clients
- numeracy skills to:
 - calculate resource requirements
 - schedule tasks
- oral communication skills to:
 - conduct team briefings and direct staff
 - develop and maintain relationships with clients and other relevant personnel
- reading skills to interpret contractual documentation
- writing skills to prepare project finalisation documentation, such as site handover documents

Required knowledge

- contract management strategies
- customer service strategies
- demolition procedures, techniques and safety requirements
- demolition site audit procedures
- hazards and risks existing or arising on demolition sites and relevant risk management strategies
- legislation, regulations, codes and standards relating to relating to the finalisation of demolition tasks and handing over the property
- plant, tools and equipment required for demolition tasks, including:
 - permits and licences required
 - safe operating procedures
- project management strategies
- quality management strategies
- team leadership strategies

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 by observation of the finalisation of demolition activities and supervision of property handover in the workplace.

Critical aspects for assessment and evidence required to demonstrate competency in this unit A person should demonstrate the ability to oversee the finalisation of two different large demolition projects, one of which must include structures or installations above 15 metres, from the stage where all structures have been demolished, including underground structures, and up to satisfactory handover of the site to the client or their representative. The person should demonstrate the ability to:

- interpret and apply:
 - contractual requirements
 - relevant legislation, regulations, codes and standards including WHS, environmental and quality requirements relevant to the finalisation of demolition tasks and property handover
- plan demolition finalisation tasks to ensure:
 - efficient use of resources
 - timely completion of tasks to required standards
- brief and direct team members to ensure timely completion of tasks to required standards
- audit and monitor site for existing and arising hazards and risks and implement relevant risk management strategies
- liaise with client and relevant stakeholders to build and maintain relationships and facilitate timely completion of project
- prepare relevant documentation for property handover.

Context of and specific resources for assessment Assessment of this unit:

- must be in the context of the work environment
- must meet relevant compliance requirements.

Resource implications for assessment include:

- an induction procedure
- realistic tasks covering the mandatory task requirements
- support materials appropriate to activity, including:
 - access to industry information relating to legislation, regulations, codes and standards

- contractual information and work specifications
- human resources and plant, tools and equipment appropriate to the tasks.

Method of assessment Assessment for this unit must verify the practical application of the required skills and knowledge, using a combination of the following methods:

- direct observation of tasks in real work conditions
- questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- review of relevant authenticated documentation from third parties, such as existing managers or specialist training staff.

Guidance information for assessment This unit could be assessed on its own or in combination with other units relevant to the job function.

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.

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.

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.

Demolition finalisation tasks:

- must include:
 - removal of materials and waste
 - site containment and security
 - site levelling
- may include:
 - soil remediation.

Resources must include:

- equipment
- human resources, including personnel with:
 - specialised skills
 - licences to operate plant and equipment

- materials
 - plant
 - tools.
- Regulatory compliance requirements* must include:
- permits and licences for different tasks
 - noise limitations
 - lighting requirements
 - traffic movement requirements.

Unit Sector(s)

Demolition

Custom Content Section

Not applicable.