



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **CPCCPB3023A Load and unload plaster and plaster-related products**

**Release: 1**

## **CPCCPB3023A Load and unload plaster and plaster-related products**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit descriptor**

This unit of competency specifies the outcomes required to identify critical characteristics of plaster loads and to safely load and unload plaster and plaster-related products in accordance with workplace requirements and relevant government regulations.

### **Application of the Unit**

#### **Application of the unit**

This unit supports the attainment of skills and knowledge to safely and efficiently handling a range of plaster and plasterboard products while working with others 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

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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. Plan and prepare.	<p>1.1. Work instructions and operational details are obtained using relevant <i>information</i>, confirmed and applied for <i>planning and preparation</i> purposes.</p> <p>1.2. <i>Safety (OHS)</i> 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. Equipment selected to carry out tasks are consistent with the requirements of the job, 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 and <i>quality requirements</i>.</p> <p>1.6. <i>Materials</i> appropriate to the work application are identified, obtained, prepared, safely handled and located ready for use.</p> <p>1.7. <i>Environmental requirements</i> are identified for the project in accordance with environmental plans and regulatory obligations and applied.</p>
2. Load and unload goods.	<p>2.1. Appropriate loading and unloading procedures are employed, based upon identified <i>load characteristics</i>.</p> <p>2.2. Loading follows loading regulations, including road transport lengths and widths and workplace safety requirements.</p> <p>2.3. Load shifting aids and appliances are selected and used to aid loading procedures following approved workplace procedures for manual handling.</p> <p>2.4. Unloading activities are conducted following approved work methods.</p> <p>2.5. Unloading is conducted efficiently, taking into account suitable locations, storage, safe use of equipment (where applicable) and balance of remaining load.</p>
3. Secure and protect load.	<p>3.1. Load is secured using appropriate load restraints and protection equipment for different loads and carrying and storage conditions.</p> <p>3.2. Load is protected from weather and to ensure safety in transit.</p> <p>3.3. Distribution of the load is checked to ensure that it is</p>

**ELEMENT****PERFORMANCE CRITERIA**


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	even, legal and within safe working load limits.
4. Complete documentation.	4.1. Load is inspected and checked for security to travel. 4.2. Required documentation for the goods is completed following workplace, carrier and regulatory requirements.

**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:
  - follow instructions
  - read and interpret:
    - documentation from a variety of sources
    - drawings and specifications
  - recognise procedures
  - report faults
  - enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
  - use language and concepts appropriate to cultural differences
  - use and interpret non-verbal communication, such as hand signals
  - written skills to record results of checks and tests and relevant work completion procedures
- evaluate own actions and make judgments about performance and necessary improvements
- identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials
- organisational skills, including the ability to plan and set out work
- respond to change and contribute to workplace responsibilities, such as current work site environmental and sustainability frameworks and management systems
- 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:

## **REQUIRED SKILLS AND KNOWLEDGE**

- 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:

- adjust work activity to maintain quality standards
- application of product and process knowledge to identify problems and predict consequences
- identify dimensions and mass of items to be shifted or transported and compare with vehicle and building
- identify shape, load and balance characteristics of products and equipment used
- identify faults in operation of equipment or materials quality
- identify from workplace information and labels the type and purpose of materials and potential for health and safety risks
- identify the purpose of tags and logs of use for equipment
- implications on personal health and quality of delivered product for instruction to be followed
- job safety analysis (JSA) and safe work method statements
- manufacturer and supplier instructions for plant and equipment
- names and functions of equipment, components and materials
- requirements to plan own work
- safely use equipment, shift and handle products and materials
- total weights of individual items to estimate overall load and compare with safe working loads for vehicles, scaffold, equipment and manual handling.

# Evidence Guide

## EVIDENCE GUIDE

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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:

- select and use appropriate loading and securing materials and work methods
- operate from basic instruction without constant supervision
- execute work within agreed timeframes and standards
- interpret delivery documentation and work orders
- locate relevant materials
- explain warranty, guarantee and liability requirements for plastering work
- apply knowledge of industry products to identify:
  - manual handling risks
  - warranty compliance issues
  - common faults and problems that require reporting
- follow work instructions, operating procedures and inspection practices to:
  - prevent damage to goods, equipment or products
  - meet required work output and quality
  - select and use appropriate personal protective equipment
  - work effectively alone or with others and minimise the risk of injury
  - modify work activities to cater for

## EVIDENCE GUIDE

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	<p>variations in work site procedures, contexts and environment</p> <ul style="list-style-type: none"> <li>• identify and use appropriate behaviour for interactions with other workers, supervisors, clients and members of the public</li> <li>• maintain workplace records in relation to materials, plant and equipment use</li> <li>• use safe handling requirements, based on information provided for equipment, products and materials.</li> </ul>
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### 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 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:

- products
- load carrying vehicle
- securing devices.

Assessment of this unit of competency may be in conjunction with assessment of other units commonly performed at the same time in normal job roles.

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



## EVIDENCE GUIDE

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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 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

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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

## RANGE STATEMENT

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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
- material safety data sheets (MSDS)
- memos
- regulatory and legislative requirements pertaining to plasterboard
- relevant Australian standards
- safe work procedures relating to plasterboard
- signage
- verbal, written and graphical instructions
- work bulletins
- work schedules, plans and specifications.

**Planning and preparation** include:

- assessment of conditions and hazards
- determination of work requirements and safety plans and policies
- equipment defect identification
- work site inspection.

**Safety (OHS)** is to be in accordance with state and territory legislation and regulations and project safety plan and may include:

- emergency procedures, including extinguishing fires, organisational first aid requirements and evacuation
- hazard control
- hazardous materials and substances
- organisational first aid
- PPE prescribed under legislation, regulations and workplace policies and practices
- safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
  - concealed services (water, power and gas)
  - lighting
  - traffic control
  - restricted access barriers
  - trip hazards
  - work site visitors and the public
  - working at heights

## RANGE STATEMENT

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- Quality requirements* include relevant regulations, including:
- working in confined spaces
  - working in proximity to others
  - use of firefighting equipment
  - use of tools and equipment
  - workplace environmental requirements and safety.
- Materials* include:
- Australian standards
  - internal company quality policy and standards
  - manufacturer specifications
  - workplace operations and procedures.
  - beads
  - cement render
  - fibre cement sheets
  - finishing materials
  - plaster compounds
  - plasterboard
  - plasterglass sheets
  - water resistant plasterboard.
- Environmental requirements* include:
- clean-up management
  - dust and noise
  - vibration
  - waste management.
- Load characteristics* include:
- balance
  - dimensions
  - shape
  - volume
  - weight.

## Unit Sector(s)

Unit sector                      Construction

## Functional area

Functional area

