



**Australian Government**

# **ICTCBL324 Cut over new systems and equipment on customer premises**

**Release: 1**

# ICTCBL324 Cut over new systems and equipment on customer premises

## Modification History

| Release   | Comments   |
|-----------|--|
| Release 1 | This version released with ICT Information and Communications Technology Training Package Version 5.0. |

## Application

This unit describes the skills and knowledge required to cut over new or upgraded systems and equipment on customer premises. This may include indoor or outdoor installations of communications applications in telephony, broadband, data, video, radio frequency (RF) equipment, security and computer networks, including local area networks (LANs), wide area networks (WANs) and multimedia systems.

It applies to telecommunications trade workers carrying out new installations or upgrades to domestic, commercial or industrial systems and equipment at customer premises.

Licensing, legislative, regulatory and certification requirements apply to telecommunications systems. Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. All customer cabling work in the telecommunications, fire, security and data industries must be performed by a registered cabler. All cablers are required to register with an Australian Communications and Media Authority (ACMA) accredited registrar. Refer to the ICT Information and Communications Technology Training Package Companion Volume Implementation Guide or the relevant regulator for specific guidance on requirements.

## Unit Sector

Telecommunications – Cabling

## Elements and Performance Criteria

| ELEMENT  | PERFORMANCE CRITERIA  |
|--|---|
| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>  |
| 1. Prepare system and equipment cut over         | 1.1 Scope work by obtaining project plan from appropriate personnel and arrange for site access according to security arrangements<br>1.2 Notify appropriate personnel of identified worksite hazards |

| ELEMENT                                      | PERFORMANCE CRITERIA  |
|--|---|
|  | <p>1.3 Determine cable route, and type of cable and equipment required from project plan, and identify and avoid other services</p> <p>1.4 Obtain plant, tools, safety equipment and materials to perform tasks safely and efficiently</p> <p>1.5 Prepare implementation plan with cut over tasks based on identified nature of job, and seek customer approval</p> <p>1.6 Notify customer and network carrier of proposed cut over details and arrange for customer representation and agreement</p> |
| 2. Cut over system or equipment into service | <p>2.1 Perform cut over tasks and connect network facilities according to approved plan</p> <p>2.2 Test all cable connections, equipment and facilities according to technical manuals and specifications</p> <p>2.3 Evaluate test results to ensure proper system operation and performance, and rectify as required</p>   |
| 3. Complete project documentation            | <p>3.1 Record test results for future reference, complete reports on cut over installation and design amendments according to enterprise requirements</p> <p>3.2 Recover obsolete materials and equipment, and return to customer or appropriate point for disposal</p> <p>3.3 Restore site according to enterprise or approving authority requirements and customer satisfaction</p> <p>3.4 Notify appropriate personnel of job completion and obtain sign-off</p>                                   |

## Foundation Skills

*This section describes those language, literacy, numeracy and employment skills that are essential to performance, but not explicit in the performance criteria.*

| Skill   | Description   |
|---------|---|
| Reading | <ul style="list-style-type: none"> <li>• Reads and interprets plans, specifications and other documentation from a variety of sources and consolidates information to determine requirements</li> <li>• Analyses and consolidates test results and data from a range of sources, against defined criteria and requirements</li> </ul> |
| Writing | <ul style="list-style-type: none"> <li>• Prepares documentation and correspondence using clear language and correct spelling and terminology</li> <li>• Documents outcomes of tests and changes to plans using industry</li> </ul>  |

| Skill                      | Description  |
|----------------------------|--|
|                            | relevant terminology and recognised plan symbols   |
| Oral Communication         | <ul style="list-style-type: none"> <li>• Interacts effectively in verbal exchanges using active listening, questioning and reading of verbal and non-verbal signals to convey and clarify information</li> <li>• Interacts effectively in verbal exchanges, using active listening and questioning to convey and clarify information</li> </ul>  |
| Numeracy                   | <ul style="list-style-type: none"> <li>• Makes calculations appropriate for measuring and estimating materials for construction</li> <li>• Performs mathematical calculations to check, interpret and confirm results of system tests</li> </ul>   |
| Navigate the world of work | <ul style="list-style-type: none"> <li>• Takes personal responsibility for following explicit and implicit policies, procedures and legislative requirements</li> <li>• Identifies and acts on issues that contravene relevant policies, procedures and legal requirements</li> </ul>  |
| Interact with others       | <ul style="list-style-type: none"> <li>• Selects and uses appropriate conventions and protocols when communicating with customers and co-workers in a range of work contexts</li> <li>• Uses a range of strategies to establish a sense of connection and build rapport with customers and co-workers</li> </ul>   |
| Get the work done          | <ul style="list-style-type: none"> <li>• Takes responsibility for planning, sequencing and prioritising tasks and own workload for efficiency and effective outcomes</li> <li>• Makes decisions and implements standard procedures for routine tasks, using formal decision-making processes for more complex and non-routine situations</li> <li>• Applies problem solving processes for determining solutions</li> </ul> |

## Unit Mapping Information

ICTCBL324 Cut over new systems and equipment on customer premises supersedes and is equivalent to ICTCBL312 Cutover new systems and equipment on customer premises.

## Links

Companion Volume Implementation Guides are available from VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>