



**Australian Government**

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

# **PRMPM26B Select and obtain pest management equipment and materials**

**Release: 1**

## **PRMPM26B Select and obtain pest management equipment and materials**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit descriptor**

This unit of competency covers the skills and knowledge required to select and obtain the pest management equipment and materials used in the provision of pest management services. The unit requires the ability to select the appropriate types of equipment and materials to deliver services to clients. This involves an understanding of the services to be delivered and the specifications of equipment and materials that can support these services. The selection of equipment and materials requires the ability to assess equipment and chemical requirements, review product specifications and marketing materials, and select suitable acquisition arrangements. The selection of equipment and materials will adhere to legislative and public health and safety requirements.

### **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

### ELEMENT

### PERFORMANCE CRITERIA

- |                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 Identify services to be provided                                 | <p>1.1 Identify services from business plan and company marketing strategy in accordance with <i>company requirements</i></p> <p>1.2 Review the types of <i>pests</i> to be treated and the target <i>client</i> groups and assess the <i>equipment</i> and <i>material</i> requirements in accordance with <i>manufacturers' specifications</i> and <i>legislative, occupational health and safety (OHS)</i> and <i>company requirements</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2 Determine performance characteristics of equipment and materials | <p>2.1 Specify <i>equipment, materials</i> and <i>personal protective equipment (PPE)</i> performance requirements in relation to the types of services provided in accordance with <i>manufacturers' specifications</i> and <i>legislative, OHS</i> and <i>company requirements</i></p> <p>2.2 Review performance requirements of <i>equipment</i> against relevant legislation and applicable industry standards in accordance with <i>manufacturers' specifications</i> and <i>legislative, OHS</i> and <i>company requirements</i></p> <p>2.3 Determine the <i>suitability</i> of <i>equipment, materials</i> and <i>PPE</i> for the purposes required in accordance with <i>manufacturers' specifications</i> and <i>legislative, OHS</i> and <i>company requirements</i></p> <p>2.4 Estimate maintenance, repair costs, downtime and life expectancy based on previous experience, usage patterns, maintenance records and <i>manufacturers' specifications</i> in accordance with <i>company requirements</i></p> |
| 3 Ensure access to equipment and materials supplies                | <p>3.1 Examine ownership, hiring and leasing options for <i>equipment</i> and select options to suit budget and usage patterns in accordance with <i>company requirements</i></p> <p>3.2 Build and maintain relationship with <i>supplier(s)</i> on suitable trading terms in accordance with <i>company requirements</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 4 Maintain up-to-date information on equipment and materials       | <p>4.1 Maintain business network in order to access regular and current information on new and improved <i>equipment</i> and <i>materials</i> in accordance with <i>company requirements</i></p> <p>4.2 Access latest information and publications</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

**ELEMENT****PERFORMANCE CRITERIA**

from regulatory authorities, industry sources and *suppliers* in accordance with *company requirements*

4.3 Utilise offers by *suppliers* to test new products where relevant to services provided and in accordance with *company requirements*

**Required Skills and Knowledge**

Refer to Evidence Guide

## Evidence Guide

### EVIDENCE GUIDE

The evidence guide identifies the requirements to be demonstrated to confirm competence for this unit. Assessment must confirm sufficient ability to use appropriate skills and knowledge to select and obtain appropriate pest management equipment and materials suitable for providing pest management services. Assessment of performance should be over a period of time covering all categories within the range statement that are applicable in the working environment.

#### Critical aspects of competency

- Accurate identification of the hazards and risks associated with pest management.
- Clear identification of the services to be provided from the business plan.
- Compliance with company and legislative/regulatory requirements.
- Correct assessment of performance characteristics of equipment and materials.
- Knowledge of hierarchy of hazard control.
- Selection of appropriate equipment and materials for the services being offered.

#### Knowledge needed to achieve the performance criteria

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts, and to deal with unplanned events. The knowledge requirements for this unit are listed below.

- Types of pests relevant to the area and their life cycles, habits and harbourages.
- Equipment and chemical types and functions.
- Product knowledge including manufacturers' specifications for equipment and products being used.
- Applicable regulations, codes of practice and industry advisory standards for providing pest management services.
- Hazards and risks associated with different types of equipment and materials.
- OHS legislation and procedures.
- Emergency response procedures.
- Injury, dangerous occurrence and incident reporting requirements.
- Financing options.
- Documentation requirements.
- Company management structure and reporting procedures.
- Enterprise maintenance and servicing procedures.
- Sources of industry and product information.

#### Specific skills needed to achieve the performance criteria

To achieve the performance criteria, some complementary skills are required. These are:

- assessing equipment against requirements
- reading, interpreting and comprehending manufacturers' specifications, marketing materials, purchase documents and financing contracts
- communicating equipment, chemical, purchase and financial requirements clearly and concisely
- requesting advice or further information
- sourcing relevant legislative, product and industry standards information.

#### Other units of competency that could be assessed with this unit

Competence in this unit may be assessed in conjunction with:

- PRMPM17B Repair and maintain service equipment
- PRMPM28B Organise and operate a pest management vehicle.

### **Resources required to assess this unit**

The following resources should be available:

- access to relevant databases and information sources, including product information
- access to relevant company policies, procedures and records
- assessment instruments, including personal planner and assessment record book.

### **Gaining evidence to assess this unit**

For valid and reliable assessment of this unit this competency may be demonstrated by review of procurement processes used in normal industry operating conditions, or if this is not practicable, in a realistic simulated work environment.

Evidence of competency should include criteria dealing with the preparation and justification of the acquisition of equipment and materials over periods of time consistent with budgeting and business planning.

Supplementary evidence may be obtained from relevant written correspondence. This information must be relevant by showing evidence of the candidate's work performance.

Other forms of gaining evidence such as through oral questioning and hypothetical situations (scenarios) may be used to supplement (but not substitute for) the practical demonstration of competence.

### **Key competency levels**

There are a number of processes that are learnt throughout work and life which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added.

Information below highlights how these processes are applied in this competency standard.

- |                              |                                             |                                                     |
|------------------------------|---------------------------------------------|-----------------------------------------------------|
| <b>1</b> Perform the process | <b>2</b> Perform and administer the process | <b>3</b> Perform, administer and design the process |
|------------------------------|---------------------------------------------|-----------------------------------------------------|

How can <b>communication of ideas and information</b> be applied?	2	Discuss the advantages and disadvantages of various types of equipment and materials as part of making purchasing decisions.
How can <b>information be collected, analysed and organised</b> ?	2	Gather information from manufacturers, suppliers and retailers on equipment and materials, and analyse the information as part of the selection and purchasing process.
How are <b>activities planned and organised</b> ?	2	Plan equipment selection and acquisition after discussion with supervisor and/or colleagues.
How can <b>teamwork</b> be applied?	1	Work cooperatively with colleagues and share information.
How can the use of <b>mathematical ideas and techniques</b> be applied?	1	Compare manufacturers' specifications for various equipment items.
How can <b>problem-solving skills</b> be applied?	2	Respond safely to issues arising from the lack of availability of equipment and materials.
How can the <b>use of technology</b> be applied?	2	Use technology to search, record, organise and access information sources on new pest management equipment and materials.

## Range Statement

### RANGE STATEMENT

The range statement links the required knowledge and organisational and technical requirements to the workplace context. It describes any contextual variables that will be used or encountered when applying the competency in work situations. It allows for different work practices and work and knowledge requirements as well as for differences between organisations and workplaces. The following variables are listed alphabetically and may be present for this particular unit.

**Clients** may include:

- body corporate
- building supervisor
- company/organisation
- environmental health officer
- executive housekeeper
- maintenance manager
- owner
- person in control of work processes
- property agent/manager

- tenant.

**Company requirements** may include:

- access and equity policy, principles and practice
- business and performance plans
- client communication procedures
- client confidentiality procedures
- client service standards
- communication channels and reporting procedures
- company goals, objectives, plans, systems and processes
- company issued identification badge/card/pass
- company policy and procedures
- defined resource parameters
- dress and presentation requirements
- duty of care, code of conduct, code of ethics
- emergency response and evacuation procedures
- employer and employee rights and responsibilities
- establishing operator identity with client
- maintenance procedures for equipment and PPE
- OHS control procedures (e.g. health and safety plans, job plans, job safety analysis, risk assessments, safe operating practices/procedures, safe work instructions, work method statements, safe system of work statements)
- OHS policies and procedures
- personnel practices and guidelines
- policies and procedures relating to own role, responsibility and delegation
- quality and continuous improvement processes and standards
- records and information systems and processes
- training (induction and refresher) materials
- work site access security clearance procedures.

**Equipment** may include:

- broom
- bunding material
- camera
- dishes or bowls
- drills
- dusters
- electrical extension leads
- elevated work platforms
- equipment decontamination materials
- flexible light
- flushing agents
- generators
- hoses
- injectors
- knives
- ladders
- magnifying glass



- measuring jug
- mirrors
- probes
- safety harnesses
- sand and other absorbent materials
- screwdrivers
- shovels and rakes
- sounding, moisture and movement detectors
- specimen bottles
- spray equipment
- torches
- trays
- waste disposal containers.

**Legislative requirements** may include:

- Australian Standards, quality assurance and certification requirements
- award and enterprise agreements
- industry advisory standards and codes
- relevant Commonwealth/state/territory legislation and local government regulations which affect company operation:
  - anti-discrimination and diversity
  - building codes
  - chemical controls
  - chemical registers/manifests
  - consumer protection legislation
  - dangerous goods Acts and regulations
  - dangerous goods code
  - declared pest (plant and animal) reporting
  - environmental protection issues
  - equal employment opportunity
  - freedom of information
  - industrial relations
  - motor and commercial vehicle(s) transportation
  - motor licence and endorsement regulations
  - OHS Acts and regulations
  - privacy
  - public health
  - trade practices
  - workplace consultative arrangements.

**Manufacturers' specifications** may include:

- emergency response resources
- equipment operational manuals
- government publications
- instructional guides
- material safety data sheets (MSDS)
- other resources supplied by the manufacturer (such as laminated cards, notices and wall posters) in work sites or vehicles

- product labels
- safety instructions pre-printed on equipment.

**Materials** may include:

- building components
- chemicals
  - cleaning products
  - flammable products
  - pesticides
  - registered AGVET products
- physical barriers
- sealing components.

**Occupational health and safety\* (OHS) requirements** may relate to:

- allergic reactions (contact dermatitis, etc)
- animal management/control procedures
- communication devices for remote and isolated locations e.g. mobile phone, two-way radio, etc
- dermatological control and prevention measures
- emergency procedures for eye and skin contact, inhalation and ingestion of toxic substances
- hazard identification and risk assessment mechanisms
- health surveillance and monitoring (e.g. regular blood testing)
- hierarchy of hazard control procedures
- industry advisory standards
- information provided by national registration authority for chemical approval and state government authorities e.g. agriculture, environment protection, health and primary industry
- injury and dangerous occurrence reporting
- national and industry codes of practice
- OHS control procedures (e.g. health and safety plans, job plans, job safety analysis, risk assessments, safe operating practices/procedures, safe work instructions, work method statements, safe system of work statements)
- routes of entry and potential symptoms of exposure from chemicals
- safe work practices for equipment, PPE and chemical storage including interpretation of MSDS and hazardous substance information e.g. long latency periods
- safety training, induction and refresher training
- selection and use of PPE and clothing appropriate to the hazard
- up-to-date electrical test and tag compliance
- use of chemicals in accordance with MSDS
- use of residual current devices
- use, storage and maintenance of equipment in accordance with manufacturers' specifications and equipment operating manuals
- withholding periods and spray drift.

*\* Also known as workplace health and safety*

**Personal protective equipment (PPE)** may include:

- air-line and self-contained respirators

- breathing respirator - full-face and half-face
- chemical impervious gloves
- chemical resistant aprons
- communication equipment
- contaminated clothing bag
- cradles
- drinking fluids
- dust masks
- eye protection e.g. safety glasses, goggles
- eyewashes and showers
- face shield (splash-proof)
- First Aid kit appropriate to the task and location
- hair nets
- hard hats
- high-visibility vests/clothing
- long pants
- noise protection
- non-slip safety shoes/boots
- overalls, coveralls or other chemical protective clothing
- prodding/probing sticks and rods
- safety harness
- sharps containers
- soap and towel
- sunscreen
- tongs
- torch
- washable sun hats
- wet-work protective clothing.

**Pests** may include any pest of commercial significance in an urban environment

**Suitability** criteria may include:

- application rates
- compliance with regulatory or legislative requirements
- containment of chemicals
- durability in normal working conditions
- ease of cleaning
- ease of use
- maintenance costs
- repair costs
- safety.

**Suppliers** may include:

- distributors
- manufacturers
- retail outlets.
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## **Unit Sector(s)**

Not Applicable