



**Australian Government**

# **Assessment Requirements for PUAMAN005 Manage projects**

**Release: 2**

# Assessment Requirements for PUAMAN005 Manage projects

## Modification History

**Release 2.0** This is the second release of this unit of competency in the Public Safety Training Package.

Editorial adjustments and clarification of text in Assessment Conditions.

**Release 1.0** This is the first release of this unit of competency in the PUA Public Safety Training Package.

## Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least one occasion and includes

- analysing outcomes on completion of project
- designing strategies to achieve project outcomes and client requirements
- evaluating and reporting on project performance and project achievements
- following organisational policies and procedures including Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- identifying and preparing project scope
- implementing communication strategies with internal and external clients
- managing project according to predetermined timeframes and available resources
- maximising team effectiveness and staff selection
- monitoring project progress
- negotiating with contractors and suppliers
- obtaining project resources.

## Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and includes knowledge of

- basics of contract law
- communication techniques
- cost schedule control systems
- human resource management and policies
- integration of project activities
- organisational documentation, policies and procedures including Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) legislated requirements
- organisational procurement guidelines
- project management systems, tools and techniques

- project plans
- project specifications and objectives
- resource management
- risk management techniques
- types of stakeholders.

## Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in operational situations or in simulated operational training situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to

- a range of relevant exercises, case studies and/or simulations
- appropriate materials, equipment, tools and personal protective clothing and equipment currently used in industry
- applicable documentation including organisational procedures, industry standards, equipment specifications, regulations, codes of practice and operation manuals.

## Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>