



Australian Government

Department of Education, Employment and Workplace Relations

SIFBGM001B Provide general grounds care

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor

This unit describes the performance outcomes, skills and knowledge required to carry out basic maintenance of grassed and planted areas, such as garden beds and landscape works.

Application of the Unit

Application of the unit

This unit applies to service industry staff involved in grounds maintenance, such as those working in cemeteries, crematoria and holiday parks and resorts. It involves working under supervision.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units

Nil

Employability Skills Information

Employability skills

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 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 Maintain grassed areas.	1.1 Liaise with <i>appropriate staff</i> to identify and confirm <i>work requirements</i> . 1.2 Select, prepare and use <i>mowing tools and equipment</i> according to supervisor instructions, <i>workplace policies and procedures</i> , and <i>relevant legislation</i> . 1.3 Trim edges according to workplace policies and procedures. 1.4 Apply fertiliser according to supervisor instructions and workplace policies and procedures.
2 Weed grassed and planted areas.	2.1 Identify <i>weeds</i> to be removed according to supervisor instructions. 2.2 Select, prepare and use <i>weeding tools and equipment</i> according to workplace policies and procedures. 2.3 Prepare and administer <i>weed treatments</i> according to supervisor instructions, workplace policies and procedures, and relevant legislation. 2.4 Remove and <i>dispose</i> of weeds according to workplace policies and procedures. 2.5 Clean site according to workplace policies and procedures.

ELEMENT	PERFORMANCE CRITERIA
3 Water grassed and planted areas.	<p>3.1 Select, prepare and use <i>watering tools and equipment</i> according to supervisor instructions and workplace policies and procedures.</p> <p>3.2 Apply water to grass and plants according to supervisor instructions and workplace policies and procedures.</p> <p>3.3 Drain, clean and store equipment according to manufacturer guidelines and workplace policies and procedures.</p>
4 Maintain plants in healthy condition.	<p>4.1 Apply fertiliser according to supervisor instructions and workplace policies and procedures.</p> <p>4.2 Treat dead, diseased and damaged <i>plants</i> according to supervisor instructions and workplace policies and procedures.</p> <p>4.3 Clean, maintain and store tools and equipment according to manufacturer guidelines, workplace policies and procedures, and relevant legislation.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- safe handling techniques for chemicals, tools and equipment
- communication skills, including active listening and questioning techniques to determine, clarify and inform work requirements
- literacy and numeracy skills to interpret manufacturer guidelines for use and maintenance of tools and equipment and accurately calculate application of fertiliser
- organisational and self-management skills to complete required tasks according to supervisor instructions and workplace policies and procedures.

Required knowledge

- types and characteristics of annual and perennial weeds
- water and general health requirements of plants
- chemical and non-chemical weed treatment control measures
- vehicle handling procedures for turf maintenance equipment where driving on public roads is required
- broad working knowledge of relevant federal, state or territory, and local government legislation and regulations relating to OHS and safe use and storage of chemicals, tools and equipment
- environmental impacts in relation to general grounds care and minimal impact practices to reduce these, especially those that relate to resource, water and energy use
- correct and environmentally sound disposal methods for all types of waste and in particular for hazardous substance, spoiled and diseased plant material and those that have a propensity to propagate weeds.
- workplace policies and procedures regarding general grounds care
- operating and maintenance requirements of relevant hand tools and equipment.

Evidence Guide

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.

EVIDENCE GUIDE

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- ability to select, prepare, use, clean and maintain the required tools and equipment according to supervisor instructions and manufacturer guidelines
- the ongoing care and maintenance of grass and plants inclusive of weed control and diseased and damaged plants
- knowledge of different weed types and associated treatment controls
- providing different types of general grounds care on multiple occasions to ensure consistency of performance and ability to respond to different situations.

Context of and specific resources for assessment

Assessment must ensure:

- demonstration of skills in an environment that has plants and grass, including plants in different states of repair
- access to weed treatments and fertiliser
- access to watering, weeding and mowing equipment and personal protective equipment.

EVIDENCE GUIDE

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of candidate demonstrating appropriate planning and preparation for work; maintaining grassed areas; applying fertiliser; treating and removing weeds, and diseased and damaged plants; watering grass and plants; and cleaning up work site
- written or verbal questioning to assess knowledge and understanding of relevant legislation and workplace policies and procedures with regard to providing general grounds care
- review of portfolios of evidence and third-party workplace reports of on-the-job performance by the candidate.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SIFBGM002A Maintain property and structures.

Employability skills embedded in this unit should be assessed holistically with other relevant units that make up the skill set or qualification and in the context of the job role.

Range Statement

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. 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.

Appropriate staff may include:

- supervisor
- manager.

Work requirements may include:

- height to which grass needs to be mown
- pattern for grass to be mown
- mowing distances from tree trunks and shrubs.

Mowing tools and equipment may include:

- 2-stroke pedestrian and ride-on rotary mowers
- 4-stroke pedestrian and ride-on rotary mowers
- cylinder mowers
- motorised blowers
- pavement sweepers
- diesel ride-on mowers and sweepers
- turf edging machines
- brush cutters.

RANGE STATEMENT

Workplace policies and procedures may include:

- standard operating policies and procedures
- standards and certification requirements
- quality assurance procedures
- OHS procedures, such as:
 - workplace environment and safety
 - use of personal protective equipment
 - manual handling procedures
 - use of tools and equipment
 - material handling procedures, including hazardous materials
- emergency procedures, including fire and accident procedures.
- workplace practices in regards to environmental considerations.

Relevant legislation and regulations may include:

- OHS
- cemetery Acts and by-laws
- local government regulations
- Public Health Act
- Environment Protection Act
- Australian standards
- Worksafe Australia certification and standards.

Weeds may include:

- those occurring in a specified workplace or region that may impact on quality of the garden or turf.

RANGE STATEMENT

Weeding tools and equipment may include:

- personal protective equipment
- motorised blowers
- hand edging tools
- spades
- forks
- rakes
- hoes
- brooms
- knives
- trowels
- wheelbarrows.

Weed treatments may include:

- chemical or cultural control
- mechanised and non-mechanised operations.

Disposal may include:

- composting
- bagging and removal
- burying.

Watering tools and equipment may include:

- personal protective equipment
- hoses
- sprinklers.

Plants may include:

- trees
- shrubs
- native ground covers
- exotic ground covers.

Unit Sector(s)

Sector

Funeral Services

Competency field

Competency field

Building and Grounds Maintenance