



Australian Government

UEENEEG188A Prepare quotations for the supply of effective and efficient lighting products for lighting projects

Release: 2

UEENEEG188A Prepare quotations for the supply of effective and efficient lighting products for lighting projects

Modification History

Not applicable.

Unit Descriptor

Unit Descriptor

1) Scope:

1.1) Descriptor

This unit covers preparing quotations for supply of effective and efficient lighting products based on given specifications and/or material schedules. It encompasses knowledge of lighting and ancillary components, their application and parameters, compliance requirements, installations conditions, interpreting manufacturer's technical data, job specifications and equipment schedules and documenting quotations accurately.

Application of the Unit

Application of the Unit 2)

This unit is intended to complement the other application units relating to the design of lighting installations.

Licensing/Regulatory Information

License to practice 3)

The skills and knowledge described in this unit do not require a license to practice in the workplace. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships.

Pre-Requisites

Prerequisite Unit(s) 4)

Competencies 4.1)

Granting competency in this unit shall be made only after competency in the following unit(s) has/have been confirmed.

UEENEEG184A Provide photometric data for illumination system design

UEENEG185A Select light sources and luminaries for given locations and designs.

Literacy and numeracy skills 4.2)

Participants are best equipped to achieve competency in this unit if they have reading, writing and numeracy skills indicated by the following scales. Description of each scale is given in Volume 2, Part 3 'Literacy and Numeracy'

Reading	4	Writing	4	Numeracy	4
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Employability Skills Information

Employability Skills 5)

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements.

Elements and Performance Criteria Pre-Content

- 6) Elements describe the essential outcomes of a competency standard unit. Performance Criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Establish the extent of lighting products to be supplies.	1.1 OHS procedures for a given work area are identified, obtained and understood
	1.2 Established OHS risk control measures and procedures are followed
	1.3 The scope of lighting products required is determined from job specifications and discussions with customer and/or other appropriate person(s)
	1.4 The level of service on which a quotation is to be given is documented as a job specification and agreement sought with customer or other appropriate person(s)
	1.5 OHS and other regulatory and compliance requirements are incorporated in the work on which the quotation is based.
	1.6 Timelines for the submission of the quotation are established with the customer and/or other appropriate person.
2 Develop quotations.	2.1 Lighting products and related material take-offs are performed accurately and checked against job specification.
	2.2 Lighting products are selected to meet performance requirements of a formal job specification
	2.3 Calculations are applied to selecting the type and quantity of lighting products to be included in the quotation.

ELEMENT	PERFORMANCE CRITERIA
3 Document and submit quotation.	2.4 Item costs are determined from, enterprise costing policy and procedures.
	2.5 Quotations are checked for accuracy in costing and against job specification
	3.1 Quotation is documented in accordance with established policies and procedures
	3.2 Quotation is submitted to customer within by an agreed date

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

8) This describes the essential skills and knowledge and their level, required for this unit.

Evidence shall show that knowledge has been acquired of preparing quotations for the supply of products for lighting projects

All knowledge and skills detailed in this unit should be contextualised to current industry practices and technologies.

KS01-EG188A preparation

Lighting products — quotation

Evidence shall show an understanding of quotation preparation for lighting products to an extent indicated by the following aspects:

- T1 Knowledge of lighting products
- T2 Illumination principles
- T3 Lighting applications
- T4 Lighting product parameters
- T5 Compliance requirements
- T6 Installation conditions
- T7 Interpreting manufacturers technical data,
- T8 Interpreting job specifications
- T9 Interpreting equipment schedules
- T10 Documenting quotations
- T11 Use of computer program for quoting purposes

Evidence Guide

EVIDENCE GUIDE

9) This provides essential advice for assessment of the unit. It must be read in conjunction with the performance criteria and the range statement of the unit and the Training Package Assessment Guidelines.

The Evidence Guide forms an integral part of this unit. It must be used in conjunction with all parts of the unit and performed in accordance with the Assessment Guidelines of this Training Package.

Overview of Assessment 9.1)

Longitudinal competency development approaches to assessment, such as Profiling, require data to be reliably gathered in a form that can be consistently interpreted over time. This approach is best utilised in Apprenticeship programs and reduces assessment intervention. It is the industry-preferred model for apprenticeships. However, where summative (or final) assessment is used it is to include the application of the competency in the normal work environment or, at a minimum, the application of the competency in a realistically simulated work environment. It is recognised that, in some circumstances, assessment in part or full can occur outside the workplace. However, it must be in accordance with industry and regulatory policy.

Methods chosen for a particular assessment will be influenced by various factors. These include the extent of the assessment, the most effective locations for the assessment activities to take place, access to physical resources, additional safety measures that may be required and the critical nature of the competencies being assessed.

The critical safety nature of working with electricity, electrical equipment, gas or any other hazardous substance/material carries risk in deeming a person competent. Sources of evidence need to be 'rich' in nature to minimise error in judgment.

Activities associated with normal everyday work have a bearing on the decision as to how much and how detailed the data gathered will contribute to its 'richness'. Some skills are more critical to safety and operational requirements while the same skills may be more or less frequently practised. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments. Sample assessment instruments are included for Assessors in the Assessment Guidelines of this Training Package.

Critical aspects of evidence required to demonstrate competency in this unit 9.2)

Before the critical aspects of evidence are considered all prerequisites must be met.

Evidence for competence in this unit shall be considered holistically. Each element and associated performance criteria shall be demonstrated on at least two occasions in accordance with the 'Assessment Guidelines – UEE11'. Evidence shall also comprise:

- A representative body of performance criteria demonstrated within the timeframes typically expected of the discipline, work function and industrial environment. In particular this shall incorporate evidence that shows a candidate is able to:
 - Implement Occupational Health and Safety workplace procedures and practices, including the use of risk control measures as specified in the performance criteria and range statement
 - Apply sustainable energy principles and practices as specified in the performance criteria and range statement
 - Demonstrate an understanding of the essential knowledge and associated skills as described in this unit. It may be required by some jurisdictions that RTOs provide a percentile graded result for the purpose of regulatory or licensing requirements.
 - Demonstrate an appropriate level of skills enabling employment
 - Conduct work observing the relevant Anti Discrimination legislation, regulations, policies and workplace procedures
- Demonstrated consistent performance across a representative range of contexts from the prescribed items below:
 - Preparing quotations for the supply of products for lighting projects as described in 8) and including:

A Determining the scope of lighting products required from job specifications and discussions with customer and/or other appropriate person(s)

B Documenting the compliance requirements and level of service on which the quotation is to be given

C Establishing timelines for submission of the quotation

- D Performing material take-offs accurately
- E Applying calculation to selecting appropriate type and quantity of lighting products
- F Determined item costs from enterprise costing policy and procedures.
- G Check quotation against item costs and job specifications.
- H Documenting quotation accurately and submitting it on time.
- I Dealing with unplanned events

Context of and specific resources for assessment **9.3)**

This unit should be assessed as it relates to normal work practice using procedures, information and resources typical of a workplace. This should include:

OHS policy and work procedures and instructions.

Suitable work environment, facilities, equipment and materials to undertake actual work as prescribed in this unit.

These should be used in the formal learning/assessment environment.

Note:

Where simulation is considered a suitable strategy for assessment, conditions for assessment must be authentic and as far as possible reproduce and replicate the workplace and be consistent with the approved industry simulation policy.

The resources used for assessment should reflect current industry practices in relation to prepare quotations for the supply of effective and efficient lighting products for lighting projects.

Method of assessment **9.4)**

This unit shall be assessed by methods given in Volume 1, Part 3 'Assessment Guidelines'.

Note:

Competent performance with inherent safe working practices is expected in the Industry to which this unit applies. This requires

that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit.

**Concurrent
assessment and
relationship with
other units** **9.5)**

There are no concurrent assessment recommendations for this unit.

Range Statement

RANGE STATEMENT

10) This relates to the unit as a whole providing the range of contexts and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

This unit shall be demonstrated in preparing quotation for the supply of lighting products with a quotation value in excess of \$10,000 including at least three of the following :

Group	Luminaries types
A	High efficiency troffer fitting
At least	High bay fittings
three of	Compact floodlamps
the	Energy efficient halogen downlights
listed	Compact fluorescent downlights
types	Diffused fluorescent fittings
on at	Note: a combination of the above
least	luminaries types may be included in the
three	quotations for a given installation
occasio	
ns	
Group	Applications
B	Large residential lighting design
At least	Store/shop lighting
two	Shopping centre general lighting
	Security lighting
	Car park lighting

Generic terms used throughout this Vocational Standard shall be regarded as part of the Range Statement in which competency is demonstrated. The definition of these and other terms that apply are given in Volume 2, Part 2.1.

Unit Sector(s)

Not applicable.

Competency Field

Competency Field 11)
Electrical