



Australian Government

**Assessment Requirements for UEGNSG326
Coordinate and monitor staff and
contractors**

Release: 1

Assessment Requirements for UEGNSG326 Coordinate and monitor staff and contractors

Modification History

Release 1. This is the first release of this unit of competency in the UEG Gas Industry Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least two separate occasions and include:

- applying decision-making and conflict resolution techniques, including problem-solving and troubleshooting techniques
 - applying planning and organising skills, including checking work against work schedule/plan and working to timeframes
 - applying relevant industry standards, guidelines, codes of practice, legislation and regulations
 - applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements, including:
 - emergency response procedures
 - following traffic management plan
 - hazard identification and reporting
 - implementing risk control measures
 - maintaining a safe clean workplace
 - selecting correct personal protective equipment (PPE)
 - applying sustainable energy and environmental principles and practices
 - communicating with relevant stakeholders, including communicating work schedules and job requirements, and resolving communication issues
 - completing work and relevant documentation, including maintaining relevant documentation
 - conducting quality and safety checks, including confirming contractual requirements of contract staff, coordinating and monitoring staff and contractor activities
 - dealing with unplanned events/situations in accordance with workplace procedures in a manner that minimises risk to personnel and equipment
 - following workplace procedures
 - interpreting technical drawings, plans, job requirements and material lists
 - minimising waste
 - obtaining and complying with relevant work permits.
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Knowledge Evidence

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

- capability and capacity of gas industry transmission pipeline construction plant and equipment across variable terrain and environment
 - communication techniques between operators, stakeholders and ground crew, including oral and written communication techniques
 - contractual requirements of contract staff, including relevant contractor licenses, tickets, insurances, qualifications, currency and permits
 - gas industry products, processes and characteristics
 - heritage and cultural issues
 - operation of relevant gas industry plant, equipment and materials, including transmission pipeline communication equipment
 - planning and organising techniques
 - preparation of an excavation site
 - problem-solving techniques, including decision making and conflict resolution techniques
 - relevant gas industry documents
 - relevant industry standards, guidelines, codes of practice and regulations
 - relevant manufacturer specifications
 - relevant stakeholders, including:
 - authorised persons, authorities, clients, land owners and tenants
 - workplace colleagues and managers
 - relevant customers and suppliers
 - regulatory bodies
 - third party asset owners
 - emergency response organisations
 - relevant workplace documentation, including:
 - gas industry drawings, plans and material lists
 - quality and safety checks
 - relevant workplace documentation, forms and reports
 - relevant workplace policies and procedures
 - relevant WHS/OHS legislated requirements, including:
 - environmental, cultural and sustainable energy principles and practices
 - hazard warnings and safety signs
 - hazardous activities, including lifting, climbing, working in confined spaces and aloft, and use of power tools
 - hazardous materials
 - hazards, risk assessment and control measures
 - PPE
 - responding to emergency and accident situations
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- safe manual handling techniques
- requirements for reinstating and rehabilitating a work site, including techniques, industry standards and workplace procedures
- site inspections
- traffic management plans.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate 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 other simulations
- relevant and appropriate materials, tools, equipment and PPE currently used in industry
- applicable documentation, including workplace procedures, 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=6a6c032e-ffcb-4f3d-8063-415efbd261e8>
