artibus INNOVATION

Developing industry skills

# CPP Property Services Training Package

# Companion Volume Implementation Guide

Release 8.0

March 2019

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## About Artibus Innovation

The Property Industry Reference Committee (IRC) represents the workforce training and skills development needs of the property services industries.

Artibus Innovation is the Skills Service Organisation supporting the IRCs of the property services industries in Australia. It develops, manages, and distributes nationally recognised Training Packages and associated training and assessment materials.

Refer www.artibus.com.au for more information.

## About the property services sectors

The property services industries are comprised of diverse profitable sectors that play a key role in the Australian economy. Australia's property real estate sector alone is forecast to grow annually at a rate of 2.5% and reach $49.9 billion in revenue by 2021–22.

The CPP Property Services Training Package provides the only nationally recognised Vocational Education and Training (VET) qualifications for occupations involved in:

- access consulting
- building design
- cleaning
- facility management
- fire protection inspection and testing
- home sustainability assessment
- pest management
- property development
- property sales and management
- real estate
- security, public order and safety
- strata management
- surveying and spatial information services
- swimming pool and spa servicing.
- waste management

# Overview information

## Version control and modification history

| Release No. | Release date | Comments |
|---|---|---|
| 8.0 | 21 March, 2019 | **Real Estate**<br><br>Revision of 8 Real Estate Qualifications**,** which supersede their versions in the CPP07 Property Services Training Package.<br><br>CPP31519 Certificate III in Real Estate Practice supersedes and is equivalent to:<br>• CPP30211 Certificate III in Property Services (Agency)<br>• CPP30311 Certificate III in Property Services (Operations).<br><br>CPP41419 Certificate IV in Real Estate Practice supersedes and is not equivalent to:<br>• CPP40307 Certificate IV in Property Services (Real Estate)<br>• CPP40407 Certificate IV in Property Services (Stock and Station Agency)<br>• CPP40507 Certificate IV in Property Services (Business Broking)<br>• CPP40611 Certificate IV in Property Services (Operations).<br><br>CPP51119 Diploma of Property (Agency Management) supersedes and is not equivalent to:<br>• CPP50307 Diploma of Property Services (Agency Management)<br>• CPP50409 Diploma of Property Services (Business Broking).<br><br>**Real Estate Units**<br>• 44 units of competency were updated to align with the Standards for Training Packages.<br>• 27 new units of competency were developed to meet industry needs.<br>**Real Estate Skill Sets**<br>• 12 new skill sets were developed to meet industry skills expectations.<br>• 11 skill sets were developed to align with licensing outcomes.<br><br>**Minor releases:**<br>**Qualifications**<br>CPPDSM units superseded by CPPREP units in:<br>▪ CPP30416 Certificate III in Strata Community Management<br>▪ CPP31218 Certificate in III Swimming Pool and Spa<br>▪ CPP40516 Certificate IV in Strata Community Management<br>▪ CPP50316 Diploma of Stata Community Management |

| Release No. | Release date | Comments |
|---|---|---|
| | | **Units**<br>CPPCLO3001 Maintain hard floor surfaces<br>Update in the Knowledge Evidence, replaced the word 'distilling' with 'diluting'.<br><br>Imported units updated to latest releases.<br><br>Refer to Companion Volume Implementation Guide Release 8.0 |
| 7.1 | 8 February, 2019 | **Security Operations**<br>Updated release of CPP20218 Certificate II in Security Operations, which now supersedes and is non- equivalent to CPP10107 Certificate I in Security Operations.<br>Updated release of:<br>▪ CPPSEC2103 Apply WHS, emergency response and evacuation procedures to maintain security, which now also supersedes and is equivalent to CPPSEC1004A Apply health care security procedures.<br>▪ CPPSEC2104 Apply risk assessment to select and carry out response to security risk situations, which now also supersedes and is equivalent to CPPSEC1001A Identify report risk situation<br>▪ CPPSEC2105 Provide quality services to a range of security clients, which now also supersedes and is equivalent to CPPSEC1002A Apply retail security procedures.<br>▪ CPPSEC3116 Carry, operate and maintain semiautomatic pistols for security purposes, minor change to the Knowledge Evidence.<br><br>Minor change to the Knowledge Evidence to CPPSEC3116 Carry, operate, maintain semi-automatic pistols for security purposes. |
| 7.0. | 21 January, 2019 | **Security Operations**<br>Revision of 2 qualifications, which are not equivalent to their superseded versions in the CPP07 Property Services Training Package:<br>• CPP20218 Certificate II in Security Operations<br>• CPP31318 Certificate III in Security Operations.<br><br>Development of 1 new qualification:<br>• CPP31418 Certificate III in Close Protection Operations.<br><br>Updated 39 units of competency.<br>Development of 6 new units of competency.<br>Development of 6 new skill sets. |

| Release No. | Release date | Comments |
|---|---|---|
| | | |
| 6.0 | 15 November, 2018 | Revision of 1 qualification, which is equivalent to its superseded version in the CPP07 Property Services Training Package:<br>• CPP31218 Certificate III in Swimming Pool and Spa Service.<br>Revision of 15 equivalent units of competency. |
| 5.0 | June 2017 | Development of 1 new qualification:<br>• CPP20617 Certificate II in Cleaning.<br>Development of 14 new units of competency. |
| 4.2 | Jan 2017 | Revision of 5 qualifications, which are equivalent to their superseded version in the CPP07 Property Services Training Package:<br>• CPP30216 Certificate III in Surveying and Spatial Information Services<br>• CPP40316 Certificate IV in Spatial Information Services<br>• CPP40516 Certificate IV in Strata Community Management<br>• CPP50116 Diploma of Surveying<br>• CPP50216 Diploma of Spatial Information Services.<br><br>Minor release to update current qualifications where a new non-native equivalent elective unit has superseded imported non-native units. |
| 4.1 | Dec 2016 | Updated training package with new imported unit CPCCWHS1001 Prepare to work safely in the construction industry replacing superseded CPCCOHS1001A Work safely in the construction industry. |
| 4.0 | May 2016 | Development of 3 new qualifications:<br>• CPP30416 Certificate III in Strata Community Management<br>• CPP40516 Certificate IV in Strata Community Management<br>• CPP50316 Diploma of Strata Community Management.<br><br>Redevelopment of 10 new strata community management units.<br>Revision 39 equivalent strata community management units. |
| | | Revision of 2 equivalent cleaning qualifications:<br>• CPP30316 Certificate III in Cleaning Operations<br>• CPP40416 Certificate IV in Cleaning Management<br><br>Development of 4 new cleaning units of competency.<br><br>Revision of 34 cleaning units: |

| Release No. | Release date | Comments |
|---|---|---|
| | | • 27 cleaning units equivalent to their superseded versions<br>• revision of 7 common units of competency.<br><br>Revision of three cleaning skill sets equivalent to their superseded versions:<br>• CPPSS00052 Develop and implement environmentally sustainable cleaning programs<br>• CPPSS00053 Implement environmentally sustainable cleaning programs<br>• CPPSS00055 Perform environmentally sustainable cleaning operations.<br><br>Development of 5 new cleaning skill sets:<br>• CPPSS00048 Clean and restore hard floors<br>• CPPSS00049 Clean carpets<br>• CPPSS00051 Clean residential work sites<br>• CPPSS00054 Induct cleaning staff<br>• CPPSS00050 Clean hospitals and aged care facilities. |
| 3.0 | May 2016 | Revision of 7 qualifications, which are equivalent to their superseded version in the CPP07 Property Services Training Package:<br>• CPP20116 Certificate II in Surveying and Spatial Information Services<br>• CPP30216 Certificate III in Surveying and Spatial Information Services<br>• CPP40216 Certificate IV in Surveying<br>• CPP40316 Certificate IV in Spatial Information Services<br>• CPP50116 Diploma of Surveying<br>• CPP50216 Diploma of Spatial Information Services<br>• CPP60116 Advanced Diploma of Surveying<br><br>Revision of 54 SSIS units of competency equivalent to their superseded versions.<br>Revision of 8 SSIS non-equivalent units of competency.<br><br>Development of 2 new SSIS units of competency:<br>• CPPSIS3021 Visually interpret image data<br>• CPPSIS4039 Design and produce maps.<br><br>Revision of 3 common units, 2 of which are equivalent to their superseded versions:<br>• CPPCMN4002 Implement and monitor environmentally sustainable work practices<br>• CPPCMN4003 Establish, develop and monitor teams.<br>And one (1) that is not equivalent to its superseded version: |

| Release No. | Release date | Comments |
|---|---|---|
| | | • CPPCMN3006 Provide effective client service. |
| 2.0 | 8 September 2015 | Revision of 1 qualification, which is equivalent to its superseded version in the CPP07 Property Services Training Package.<br>• CPP30115 Certificate III in Urban Pest Management<br><br>Revision of 15 units of competency, which are equivalent to the equivalent to their superseded versions in CPP07.<br><br>Revision of 3 skill sets equivalent to their superseded versions in CPP07:<br>• CPPSS00045 Manage complex fumigation operations<br>• CPPSS00046 Manage non-timber pests<br>• CPPSS00047 Manage timber pests. |
| 1.0 | 4 March, 2015 | **Primary release.**<br><br>Development of 1 new qualification:<br>• CPP40115 Certificate IV in Building Design Drafting<br>• Development of 13 new units of competency. |

**Purpose of this guide**

This Guide supports the CPP Property Services Training Package. It has been developed to assist trainers, assessors, Registered Training Organisations (RTOs) and others by providing information about the structure and contents of the training package, as well as other guidance material.

**About training packages**

A training package is an integrated set of nationally endorsed competency standards, assessment requirements and Australian Qualifications Framework (AQF) qualifications for a specific industry, industry sector or enterprise.

Each training package:

- provides a consistent and reliable set of components for training and for recognising and assessing learners' skills, and may also have optional support materials
- enables nationally recognised qualifications to be awarded through direct assessment of workplace competencies
- encourages the development and delivery of flexible training that suits learner and industry requirements
- strongly encourages learning and assessment in a work-related environment, which leads to verifiable workplace outcomes.

Training packages specify the skills and knowledge required to perform effectively in the workplace. They do not prescribe how an individual should be trained. Trainers and supervisors develop learning strategies - the 'how' - depending on learner needs, abilities and circumstances.

The ***Training Package Development and Endorsement Process Policy*** ensures that qualifications, units of competency and assessment requirements are developed to an agreed quality standard and are responsive to industry's existing and future demand for new skills.

The following key principles underpin the process:

- open and inclusive industry-driven improvement, validation and endorsement of training packages
- strong and clear key stakeholder roles with critical points of intervention and consultation
- high levels of responsiveness in order to meet industry needs and priorities for new skills.

More information about training packages may be found at:
https://www.education.gov.au/training-packages.

## List of AQF qualifications, skill sets, units of competency and imported units in the training package

**Summary of the CPP Property Services Training Package**

The CPP Property Services Training Package comprises:

- 22 qualifications
- 316 units of competency and associated assessment requirements
- 29 skill sets
- 90 imported units of competency

**Training package code and title**

Each training package has a unique three letter national code that reflects the industry sector. For the CPP Property Services Training Package, the letter CPP stand for:

- CP = 'construction and property' industries
- P = 'property services' industries.

**Qualification codes**

As represented in the figure below, each qualification has a unique eight-character code the:

- first three characters identify the training package
- first number identifies the qualification level
- next two numbers identify the position of the qualification in the sequence of qualifications at that level
- last two numbers identify the year in which the qualification was endorsed.

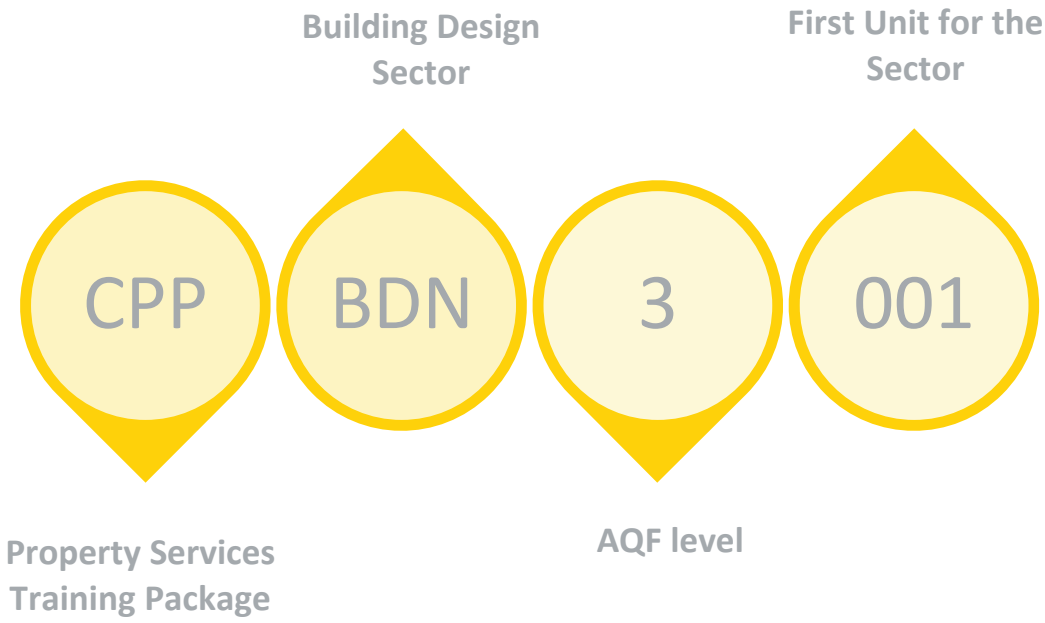


**Unit of competency codes**

Units of competency are nationally agreed statements about the skills and knowledge required for effective performance in the workplace. They identify outcomes as defined by regulatory requirements and agreed by industry. As such, they identify the skills and knowledge (as outcomes) that contribute to the whole job function - they do not describe how to perform a particular role.

As represented in the figure below, in the CPP Property Services Training Package, each unit of competency has a unique ten-character code where the:

- first three letters identify the training package
- next three letters identify the industry sector
- final four numbers identify the position of the unit in the sequence of units in the sector.



## CPP Qualifications

Qualifications comprise units of competency that, packaged together, support an industry-agreed job role.

Qualifications typically comprise several mandatory core units that are required across the entire industry and a number of elective units that can be chosen to suit the industry sector and regulatory, enterprise, professional or individual requirements.

The AQF provides a comprehensive, nationally consistent framework for all qualifications in post-compulsory education and training in Australia.

In the VET sector, the AQF assists national consistency for all trainees, learners, employers and providers by enabling national recognition of qualifications and statements of attainment.
For a full explanation of the AQF, refer to the *AQF Second Edition* (January 2013), which may be found at www.aqf.edu.au.

| **CPP Property Services Training Package Qualifications** | |
|---|---|
| **Code** | **Title** |
| CPP20116 | Certificate II in Surveying and Spatial Information Services |
| CPP20218 | Certificate II in Security Operations |
| CPP20617 | Certificate II in Cleaning |
| CPP30115 | Certificate III in Urban Pest Management |
| CPP30216 | Certificate III in Surveying and Spatial Information Services |
| CPP30316 | Certificate III in Cleaning Operations |
| CPP30416 | Certificate III in Strata Community Management |
| CPP31218 | Certificate III in Swimming Pool and Spa Service |
| CPP31318 | Certificate III in Security Operations |
| CPP31418 | Certificate III in Close Protection Operations |
| CPP31519 | Certificate III in Real Estate Practice |
| CPP40115 | Certificate IV in Building Design Drafting |
| CPP40216 | Certificate IV in Surveying |
| CPP40316 | Certificate IV in Spatial Information Services |
| CPP40416 | Certificate IV in Cleaning Management |
| CPP40516 | Certificate IV in Strata Community Management |
| CPP41419 | Certificate IV in Real Estate Practice |
| CPP50116 | Diploma of Surveying |
| CPP50216 | Diploma of Spatial Information Services |
| CPP50316 | Diploma of Strata Community Management |
| CPP51119 | Diploma of Property (Agency Management) |
| CPP60116 | Advanced Diploma of Surveying |

## CPP Units of competency

A unit of competency is a specification of industry skills and knowledge and the application of those skills and knowledge to the standard of performance required in the workplace.

Every unit of competency has associated assessment requirements that describe the evidence and required conditions for assessment.

**CPP Property Services Training Package Units of Competency**

| Code | Title |
|---|---|
| CPPBDN4001 | Research and evaluate construction materials and methods for building design projects |
| CPPBDN4002 | Research and apply compliance requirements to technical construction documentation |
| CPPBDN4003 | Collect, apply and store building design project information |
| CPPBDN4004 | Set up BIM-capable software and files for building design drafting projects |
| CPPBDN4005 | Review and report structural integrity of building designs |
| CPPBDN4006 | Import and transpose information from external sources into digital building design drawings |
| CPPBDN4007 | Store and retrieve building design documentation |
| CPPBDN4008 | Produce digital building design concept drawings |
| CPPBDN4009 | Analyse building design drawings and review findings |
| CPPBDN4010 | Prepare documentation for planning approval |
| CPPBDN4011 | Prepare documentation for building approval |
| CPPBDN4012 | Provide support to project building designers |
| CPPBDN4013 | Produce construction detail drawings |
| CPPCCL2008 | Clean carpeted floors |
| CPPCCL2009 | Perform basic stain removal from carpets |
| CPPCLO2002 | Clean hard floor surfaces |
| CPPCLO2005 | Maintain glass surfaces |
| CPPCLO2011 | Maintain ceiling surfaces and fittings |
| CPPCLO2014 | Clean and arrange furniture and fittings |
| CPPCLO2016 | Clean wet surfaces |
| CPPCLO2018 | Sort, remove and recycle waste material |
| CPPCLO2032 | Plan basic cleaning activities |
| CPPCLO2034 | Maintain storage area and cleaning equipment |
| CPPCLO2036 | Maintain external surfaces |
| CPPCLO2042 | Clean surfaces using microfibre equipment |
| CPPCLO2045 | Clean rooms for guests and residents |
| CPPCLO3001 | Maintain hard floor surfaces |

| Code | Title |
|---|---|
| CPPCLO3002 | Restore hard floor surfaces |
| CPPCLO3003 | Clean using safe work practices |
| CPPCLO3004 | Maintain carpeted floors |
| CPPCLO3005 | Confirm and apply privacy and security requirements for cleaning work |
| CPPCLO3006 | Clean carpets |
| CPPCLO3007 | Remove carpet stains |
| CPPCLO3008 | Mitigate carpet water damage |
| CPPCLO3009 | Clean glass surfaces |
| CPPCLO3010 | Apply odour control to carpets |
| CPPCLO3011 | Clean using environmentally sustainable work practices |
| CPPCLO3012 | Repair and reinstall carpets |
| CPPCLO3013 | Clean window coverings |
| CPPCLO3014 | Maintain clean-room environments |
| CPPCLO3015 | Treat complex carpet stains |
| CPPCLO3016 | Apply topical treatments to carpets |
| CPPCLO3017 | Clean wet areas |
| CPPCLO3018 | Clean and maintain furniture and fittings |
| CPPCLO3019 | Remove waste and recyclable materials |
| CPPCLO3020 | Pressure wash and clean surfaces |
| CPPCLO3021 | Clean industrial machinery |
| CPPCLO3024 | Clean fabric upholstery |
| CPPCLO3029 | Inspect sites prior to carpet cleaning |
| CPPCLO3030 | Develop a plan to mitigate water damage and restore carpets |
| CPPCLO3035 | Maintain cleaning storage areas |
| CPPCLO3036 | Clean at heights |
| CPPCLO3037 | Clean external surfaces |
| CPPCLO3038 | Clean food-handling areas |
| CPPCLO3040 | Clean ceiling surfaces and fittings |
| CPPCLO3043 | Clean using microfibre and chemical-free techniques |
| CPPCLO3044 | Prepare rooms for guests and residents |
| CPPCLO3045 | Clean high-touch surfaces |
| CPPCLO4001 | Induct cleaning staff |
| CPPCLO4002 | Develop, implement and monitor new cleaning techniques |
| CPPCLO4003 | Manage cleaning equipment maintenance and supply |
| CPPCLO4022 | Schedule and monitor cleaning tasks |
| CPPCLO4024 | Manage the supply of cleaning stores to the work site |
| CPPCLO4025 | Provide quotation for cleaning services |

| Code | Title |
|---|---|
| CPPCMN2002 | Participate in workplace safety arrangements |
| CPPCMN2004 | Provide basic client services |
| CPPCMN3004 | Respond to enquiries and complaints |
| CPPCMN3005 | Complete client documentation |
| CPPCMN3006 | Provide effective client service |
| CPPCMN3007 | Support leadership in the workplace |
| CPPCMN4001 | Develop workplace policies and procedures for sustainability |
| CPPCMN4002 | Implement and monitor environmentally sustainable work practices |
| CPPCMN4003 | Establish, develop and monitor teams |
| CPPCMN4004 | Develop and manage client relations |
| CPPCMN4007 | Manage workplace safety arrangements |
| CPPCMN4008 | Read plans, drawings and specifications for residential buildings |
| CPPCMN4009 | Develop team understanding of and commitment to sustainability |
| CPPDSM3007 | Identify risks and opportunities in the property industry |
| CPPDSM3017 | Work in the strata community management sector |
| CPPDSM3020 | Source and extract information from strata plans |
| CPPDSM3021 | Collect and process information relevant to strata communities |
| CPPDSM4009 | Interpret legislation to complete work in the property industry |
| CPPDSM4027 | Analyse resource use in building operations |
| CPPDSM4028 | Identify and analyse risks and opportunities in the property industry |
| CPPDSM4031 | Arrange lease of space |
| CPPDSM4034 | Negotiate and implement strata community management agreement |
| CPPDSM4040 | Contribute to asset life cycle maintenance strategy |
| CPPDSM4045 | Facilitate meetings in the property industry |
| CPPDSM4047 | Implement and monitor procurement process |
| CPPDSM4048 | Implement customer service strategies in the property industry |
| CPPDSM4055 | Maintain asset management system |
| CPPDSM4056 | Manage conflicts and disputes in the property industry |
| CPPDSM4066 | Plan and coordinate property and facility inspection |
| CPPDSM4071 | Promote process improvement in the property industry |
| CPPDSM4072 | Provide leadership in the property industry |
| CPPDSM4082 | Monitor service requirements of owners and occupiers in strata communities |
| CPPDSM4083 | Terminate strata community |
| CPPDSM4084 | Administer insurance for strata communities |
| CPPDSM4085 | Handle strata community funds held on trust |
| CPPDSM4086 | Oversee preparation of strata community budgets |
| CPPDSM4087 | Facilitate operation of owners committee |

| Code | Title |
|---|---|
| CPPDSM5007 | Coordinate construction or renovation of facilities |
| CPPDSM5025 | Maintain public relations in the property industry |
| CPPDSM5026 | Manage a consultant property project team |
| CPPDSM5027 | Provide facilities and amenities for property users |
| CPPDSM5029 | Manage client relationships and networks in the property industry |
| CPPDSM5030 | Manage projects in the property industry |
| CPPDSM5039 | Meet legal requirements in managing strata communities |
| CPPDSM5040 | Meet ethical and professional standards in managing strata communities |
| CPPDSM6007 | Develop life cycle asset management plans |
| CPPPMT3002 | Assess, advise on options, and develop pest management plans for complex or high risk operations |
| CPPPMT3005 | Manage pests without applying pesticides |
| CPPPMT3006 | Manage pests by applying pesticides |
| CPPPMT3007 | Implement pest management plans for complex or high risk operations |
| CPPPMT3008 | Inspect for and report on timber pests |
| CPPPMT3010 | Control timber pests |
| CPPPMT3011 | Manage organisms by applying fumigants to commodities and environments |
| CPPPMT3017 | Maintain, service and repair pest management equipment |
| CPPPMT3018 | Maintain equipment and pesticide storage area in pest management vehicles |
| CPPPMT3019 | Organise and monitor pest management operations |
| CPPPMT3026 | Select pest management vehicle and equipment |
| CPPPMT3029 | Plan and schedule pest management operations |
| CPPPMT3042 | Install physical termite management systems |
| CPPPMT3043 | Prepare and present pest management proposals for complex or high risk operations |
| CPPREP3001 | Comply with ethical practice in real estate |
| CPPREP3002 | Communicate effectively to support customer service in real estate |
| CPPREP3003 | Access and process property information in real estate |
| CPPREP3101 | Assist in listing and marketing properties for lease |
| CPPREP3102 | Assist in listing and marketing properties for sale |
| CPPREP3103 | Assist with the sale of properties |
| CPPREP3104 | Assist with maintaining and protecting condition of managed properties |
| CPPREP3105 | Assist with property inspection |
| CPPREP4001 | Prepare for professional practice in real estate |
| CPPREP4002 | Access and interpret ethical practice in real estate |
| CPPREP4003 | Access and interpret legislation in real estate |

| Code | Title |
|---|---|
| CPPREP4004 | Establish marketing and communication profiles in real estate |
| CPPREP4005 | Prepare to work with real estate trust accounts |
| CPPREP4101 | Appraise property for sale or lease |
| CPPREP4102 | Market property |
| CPPREP4103 | Establish vendor relationships |
| CPPREP4104 | Establish buyer relationships |
| CPPREP4105 | Sell property |
| CPPREP4121 | Establish landlord relationships |
| CPPREP4122 | Manage tenant relationships |
| CPPREP4123 | Manage tenancy |
| CPPREP4124 | End tenancy |
| CPPREP4125 | Transact in trust accounts |
| CPPREP4141 | Establish and maintain property management portfolio |
| CPPREP4142 | Promote property management products and services |
| CPPREP4161 | Undertake pre-auction processes |
| CPPREP4162 | Conduct and complete sale by auction |
| CPPREP4163 | Complete post-auction process and contract execution |
| CPPREP4171 | Represent buyer in sales process |
| CPPREP4172 | Develop and promote property industry knowledge - buyer's agent |
| CPPREP4173 | Complete purchase of property as buyer's agent |
| CPPREP4181 | Manage onsite residential property |
| CPPREP4201 | Appraise commercial property |
| CPPREP4202 | Establish and maintain vendor and lessor relationships and networks |
| CPPREP4203 | Complete commercial property sale |
| CPPREP4204 | Establish commercial property lease |
| CPPREP4231 | Manage commercial property maintenance |
| CPPREP4232 | Manage commercial property financial reports |
| CPPREP4233 | Manage lessee relationships - commercial |
| CPPREP4234 | Manage lessor relationships - commercial |
| CPPREP4235 | End commercial property lease |
| CPPREP4261 | Appraise business for sale |
| CPPREP4262 | Establish vendor relationships in business broking |
| CPPREP4263 | Manage buyer relationships in business broking |
| CPPREP4264 | Manage the sales process in business broking |
| CPPREP4301 | Confirm and market livestock for sale |
| CPPREP4302 | Prepare livestock for sale |
| CPPREP4303 | Establish vendor and buyer relationships in livestock sale |

| Code | Title |
|---|---|
| CPPREP4304 | Complete sales process - livestock |
| CPPREP4501 | Prepare to complete the sales process - off the plan properties |
| CPPREP4502 | Support providers of social and community housing |
| CPPREP4503 | Present at hearings in real estate |
| CPPREP4504 | Deliver presentations to clients in real estate |
| CPPREP4505 | Value goods, chattels, plant and equipment |
| CPPREP4506 | Manage offsite and lone worker safety in real estate |
| CPPREP4507 | Provide property sustainability information in real estate |
| CPPREP4508 | Conduct livestock auction |
| CPPREP4509 | Auction goods, chattels or equipment |
| CPPREP4510 | Manage short-term or holiday letting |
| CPPREP5001 | Manage compliance in the property industry |
| CPPREP5002 | Establish and monitor property industry trust account management practices |
| CPPREP5003 | Manage ethical practice in the property industry |
| CPPREP5004 | Manage a safe workplace in the property industry |
| CPPREP5005 | Manage teams in the property industry |
| CPPREP5006 | Manage operational finances in the property industry |
| CPPREP5007 | Develop a strategic business plan in the property industry |
| CPPREP5008 | Market the property agency |
| CPPREP5009 | Develop a marketing and service strategy in real estate |
| CPPREP5010 | Manage customer service activities in the property industry |
| CPPREP5201 | Develop and maintain commercial property market intelligence |
| CPPREP5311 | Develop and maintain rural property market knowledge and intelligence |
| CPPSEC2101 | Apply effective communication skills to maintain security |
| CPPSEC2102 | Apply legal and procedural requirements to work effectively within a security team |
| CPPSEC2103 | Apply WHS, emergency response and evacuation procedures to maintain security |
| CPPSEC2104 | Apply risk assessment to select and carry out response to security risk situations |
| CPPSEC2105 | Provide quality services to a range of security clients |
| CPPSEC2106 | Protect self and others using basic defensive techniques |
| CPPSEC2107 | Patrol premises to monitor property and maintain security |
| CPPSEC2108 | Screen people, personal effects and items to maintain security |
| CPPSEC2109 | Monitor and control access and exit of persons and vehicles from premises |
| CPPSEC2110 | Monitor and control individual and crowd behaviour to maintain security |
| CPPSEC2111 | Apply security procedures to manage intoxicated persons |

| Code | Title |
|---|---|
| CPPSEC2112 | Apply security procedures to remove persons from premises |
| CPPSEC2113 | Escort and protect persons and valuables |
| CPPSEC2114 | Monitor electronic security equipment and respond to alarm events |
| CPPSEC3101 | Manage conflict and security risks using negotiation |
| CPPSEC3102 | Maintain operational safety and security of work environment |
| CPPSEC3103 | Determine and implement response to security risk situation |
| CPPSEC3104 | Coordinate monitoring and control of individual and crowd behaviour |
| CPPSEC3105 | Coordinate provision of quality security services to clients |
| CPPSEC3106 | Gather, organise and present security information and documentation |
| CPPSEC3107 | Monitor security and coordinate response from control rooms |
| CPPSEC3108 | Store, protect and dispose of security information |
| CPPSEC3109 | Use and maintain security databases and compile reports |
| CPPSEC3110 | Control persons using batons |
| CPPSEC3111 | Restrain persons using handcuffs |
| CPPSEC3112 | Manage training and well-being of dogs for security functions |
| CPPSEC3113 | Handle dogs for security patrols |
| CPPSEC3114 | Control security risk situations using firearms |
| CPPSEC3115 | Carry, operate and maintain revolvers for security purposes |
| CPPSEC3116 | Carry, operate and maintain semi-automatic pistols for security purposes |
| CPPSEC3117 | Carry, operate and maintain shotguns for security purposes |
| CPPSEC3118 | Inspect and test cash-in-transit security equipment and rectify faults |
| CPPSEC3119 | Implement cash-in-transit security procedures |
| CPPSEC3120 | Load and unload cash-in-transit in secured and unsecured environments |
| CPPSEC3121 | Control persons using empty hand techniques |
| CPPSEC3122 | Plan provision of close protection services |
| CPPSEC3123 | Implement close protection services |
| CPPSEC3124 | Prepare and present evidence in court |
| CPPSEC3125 | Implement security procedures to protect critical infrastructure and public assets |
| CPPSEC3126 | Defend persons using spray |
| CPPSEC3127 | Conduct security screening using x-ray equipment |
| CPPSEC3128 | Conduct security screening using walk-through metal detection equipment |
| CPPSEC3129 | Conduct security screening using explosive trace detection equipment |
| CPPSEC3130 | Conduct security screening using hand-held metal detectors |
| CPPSEC3131 | Select, use and maintain body armour for security purposes |
| CPPSIS2012 | Assist in collecting basic spatial data |
| CPPSIS2013 | Store and retrieve basic spatial data |

| Code | Title |
|---|---|
| CPPSIS2015 | Assist with surveying and spatial field activities |
| CPPSIS2016 | Assist with load transfers |
| CPPSIS3011 | Produce basic maps |
| CPPSIS3015 | Collect basic surveying data |
| CPPSIS3016 | Provide field support services for surveying and spatial projects |
| CPPSIS3018 | Transfer loads |
| CPPSIS3019 | Produce basic plans of surveys |
| CPPSIS3020 | Perform basic surveying computations |
| CPPSIS3021 | Visually interpret image data |
| CPPSIS4022 | Store and retrieve spatial data |
| CPPSIS4024 | Source and assess spatial data |
| CPPSIS4025 | Collect spatial data using GNSS |
| CPPSIS4026 | Digitally enhance and process image data |
| CPPSIS4027 | Organise surveying field services |
| CPPSIS4030 | Operate surveying equipment |
| CPPSIS4031 | Perform surveying computations |
| CPPSIS4032 | Conduct field surveying operations |
| CPPSIS4034 | Maintain spatial data |
| CPPSIS4035 | Apply GIS software to solve spatial data problems |
| CPPSIS4036 | Operate spatial software applications |
| CPPSIS4037 | Produce computer-aided drawings |
| CPPSIS4038 | Prepare and present GIS data |
| CPPSIS4039 | Design and produce maps |
| CPPSIS4040 | Collect spatial data using terrestrial technologies |
| CPPSIS4041 | Set out site and building works |
| CPPSIS5031 | Plan spatial data collection |
| CPPSIS5032 | Capture new spatial data |
| CPPSIS5035 | Obtain and validate spatial data |
| CPPSIS5036 | Integrate spatial datasets |
| CPPSIS5037 | Maintain spatial data systems |
| CPPSIS5038 | Develop spatial databases |
| CPPSIS5039 | Plan and implement spatial projects |
| CPPSIS5040 | Interpret and collate spatial data |
| CPPSIS5043 | Design spatial data storage systems |
| CPPSIS5044 | Develop subdivision survey designs for local government approval |
| CPPSIS5046 | Set out stormwater systems |
| CPPSIS5047 | Conduct GNSS surveys |

| Code | Title |
|---|---|
| CPPSIS5048 | Conduct engineering surveys |
| CPPSIS5049 | Plan and implement surveying projects |
| CPPSIS5051 | Apply land and planning law to surveying |
| CPPSIS5052 | Integrate surveying datasets |
| CPPSIS5053 | Perform advanced surveying computations |
| CPPSIS5054 | Perform geodetic surveying computations |
| CPPSIS5057 | Conduct precision surveys |
| CPPSIS5058 | Conduct geodetic surveys |
| CPPSIS5060 | Develop spreadsheets for spatial data |
| CPPSIS5061 | Locate underground services in surveying practice |
| CPPSIS5062 | Conduct photogrammetric mapping |
| CPPSIS5064 | Coordinate GIS data manipulation and analysis |
| CPPSIS5065 | Design basic engineering structures |
| CPPSIS6021 | Conduct open pit mine surveys |
| CPPSIS6022 | Produce mine drawings |
| CPPSIS6025 | Apply quality control measures to spatial products and services |
| CPPSIS6031 | Design basic mines |
| CPPSIS6032 | Conduct advanced GNSS control surveys |
| CPPSIS6033 | Conduct underground mine surveys |
| CPPSIS6034 | Conduct mining geology operations |
| CPPSIS6035 | Conduct complex engineering set-out surveys |
| CPPSIS6036 | Monitor engineering structures |
| CPPSIS6037 | Conduct advanced remote sensing analysis |
| CPPSIS6040 | Develop 2-D and 3-D terrain visualisations |
| CPPSIS6041 | Compile mine survey plans |
| CPPSPS3001 | Handle, transport and store swimming pool and spa chemicals safely |
| CPPSPS3002 | Perform basic swimming pool and spa measurements and calculations |
| CPPSPS3003 | Maintain swimming pools and spas |
| CPPSPS3004 | Maintain swimming pool and spa water circulation and filtration systems |
| CPPSPS3005 | Maintain swimming pool and spa dosing systems |
| CPPSPS3006 | Maintain swimming pool and spa cleaning and vacuuming systems |
| CPPSPS3007 | Maintain swimming pool and spa heating systems |
| CPPSPS3008 | Work in the swimming pool and spa servicing industry |
| CPPSPS3009 | Maintain swimming pool and spa stock |
| CPPSPS3010 | Sell swimming pool and spa products and services |
| CPPSPS3011 | Use and maintain business technology related to swimming pool and spa servicing |

| Code | Title |
| --- | --- |
| CPPSPS3012 | Access and apply information from swimming pool and spa technical manuals |

## CPP Skill sets

Skill sets are single units of competency or combinations of units of competency from an endorsed training package that link to a licensing or regulatory requirement, or a defined industry need.

Skill sets may provide a bridge between qualifications and respond to regulatory needs or an identified emerging skill area.

**CPP Property Services Training Package Skill Sets**

| Code | Title |
|---|---|
| CPPSS00045 | Manage complex fumigation operations |
| CPPSS00046 | Manage non-timber pests |
| CPPSS00047 | Manage timber pests |
| CPPSS00048 | Clean and restore hard floors |
| CPPSS00049 | Clean carpets |
| CPPSS00050 | Clean hospitals and aged care facilities |
| CPPSS00051 | Clean residential work sites |
| CPPSS00052 | Develop and implement environmentally sustainable cleaning programs |
| CPPSS00053 | Implement environmentally sustainable cleaning programs |
| CPPSS00054 | Induct cleaning staff |
| CPPSS00055 | Perform environmentally sustainable cleaning operations |
| CPPSS00059 | Batons and handcuffs |
| CPPSS00060 | Canine |
| CPPSS00061 | Cash-in-transit |
| CPPSS00062 | Control room operations |
| CPPSS00063 | Firearms |
| CPPSS00064 | Monitoring centre operations |
| CPPSS00065 | Residential property sales |
| CPPSS00066 | Residential property management |
| CPPSS00067 | Property management business development |
| CPPSS00068 | Auctioneering |
| CPPSS00069 | Buyer's agent |
| CPPSS00070 | Onsite property manager |
| CPPSS00071 | Commercial sales and leasing |
| CPPSS00072 | Commercial and property management |
| CPPSS00073 | Business broking |
| CPPSS00074 | Stock and station, stock |
| CPPSS00075 | Stock and station, station |
| CPPSS00076 | Administration management/office support |

## Imported units of competency

**Imported units**

| Code | Title | Training Package |
|---|---|---|
| AHCLPW404 | Produce maps for land management purposes | AHC Agriculture, Horticulture and Conservation and Land Management |
| BSBADM409 | Coordinate business resources | BSB Business Services |
| BSBADM502 | Manage meetings | BSB Business Services |
| BSBADV507 | Develop a media plan | BSB Business Services |
| BSBCMM401 | Make a presentation | BSB Business Services |
| BSBDIV301 | Work effectively with diversity | BSB Business Services |
| BSBFIA301 | Maintain financial records | BSB Business Services |
| BSBFIA304 | Maintain a general ledger | BSB Business Services |
| BSBFIA412 | Report on financial activity | BSB Business Services |
| BSBFIM501 | Manage budgets and financial plans | BSB Business Services |
| BSBFLM303 | Contribute to effective workplace relationships | BSB Business Services |
| BSBFLM312 | Contribute to team effectiveness | BSB Business Services |
| BSBHRM405 | Support the recruitment, selection and induction of staff | BSB Business Services |
| BSBHRM505 | Manage remuneration and employee benefits | BSB Business Services |
| BSBHRM513 | Manage workforce planning | BSB Business Services |
| BSBHRM604 | Manage employee relations | BSB Business Services |
| BSBITS411 | Maintain and implement digital technology | BSB Business Services |
| BSBITU309 | Produce desktop published documents | BSB Business Services |
| BSBLDR513 | Communicate with influence | BSB Business Services |
| BSBLED401 | Develop teams and individuals | BSB Business Services |
| BSBMGT402 | Implement operational plan | BSB Business Services |
| BSBMGT502 | Manage people performance | BSB Business Services |
| BSBMGT517 | Manage operational plan | BSB Business Services |
| BSBMGT605 | Provide leadership across the organisation | BSB Business Services |
| BSBMGT616 | Develop and implement strategic plans | BSB Business Services |
| BSBMKG507 | Interpret market trends and developments | BSB Business Services |
| BSBPMG522 | Undertake project work | BSB Business Services |

| Code | Title | Training Package |
|---|---|---|
| BSBREL401 | Establish networks | BSB Business Services |
| BSBRKG304 | Maintain business records | BSB Business Services |
| BSBRSK501 | Manage risk | BSB Business Services |
| BSBSMB402 | Plan small business finances | BSB Business Services |
| BSBSMB404 | Undertake small business planning | BSB Business Services |
| BSBSMB407 | Manage a small team | BSB Business Services |
| BSBSUS201 | Participate in environmentally sustainable work practices | BSB Business Services |
| BSBSUS401 | Implement and monitor environmentally sustainable work practices | BSB Business Services |
| BSBWHS302 | Apply knowledge of WHS legislation in the workplace | BSB Business Services |
| BSBWOR301 | Organise personal work priorities and development | BSB Business Services |
| BSBWOR501 | Manage personal work priorities and professional development | BSB Business Services |
| BSBWOR502 | Lead and manage team effectiveness | BSB Business Services |
| CHCCCS020 | Respond effectively to behaviours of concern | CHC Community Services |
| CPCCWHS1001 | Prepare to work safely in the construction industry | CPC Construction, Plumbing and Services |
| CPCCWHS2001 | Apply WHS requirements, policies and procedures in the construction industry | CPC Construction, Plumbing and Services |
| CPCCCM2010B | Work safely at heights | CPC08 Construction, Plumbing and Services |
| CPCSUS5002A | Develop action plans to retrofit existing buildings for energy efficiency | CPP07 Property Services |
| CPPBDN5007A | Inspect and analyse sites and produce measured drawings for small-scale building design projects | CPP07 Property Services |
| CPPBDN5017A | Produce 2-D drawings for building design projects using CAD software | CPP07 Property Services |
| CPPCMN4012A | Contribute to sustainable solutions throughout a building's life cycle | CPP07 Property Services |
| CPPCMN4013B | Operate a sustainable business | CPP07 Property Services |
| CPPCMN5001A | Plan for a sustainable business | CPP07 Property Services |
| CUAACD301 | Produce drawings to communicate ideas | CUA Creative Arts and Culture |
| FNSORG501 | Develop and manage a budget | FNS Financial Services |
| FNSORG508 | Analyse and comment on management reports | FNS Financial Services |

| Code | Title | Training Package |
|---|---|---|
| FNSORG601 | Negotiate to achieve goals and manage disputes | FNS Financial Services |
| HLTAID003 | Provide first aid | HLT Health |
| HLTAID006 | Provide advanced first aid | HLT Health |
| HLTAID007 | Provide advanced resuscitation | HLT Health |
| HLTINF001 | Comply with infection prevention and control policies and procedures | HLT Health |
| HLTINF003 | Implement and monitor infection prevention and control policies and procedures | HLT Health |
| HLTWHS003 | Maintain work health and safety | HLT Health |
| ICPKNW322 | Develop knowledge of the printing and graphic arts industry | ICP Printing and Graphic Arts |
| ICTDBS502 | Design a database | ICT Information and Communications Technology |
| ICTICT101 | Operate a personal computer | ICT Information and Communications Technology |
| ICTICT102 | Operate word-processing applications | ICT Information and Communications Technology |
| ICTICT105 | Operate spreadsheet applications | ICT Information and Communications Technology |
| ICTICT203 | Operate application software packages | ICT Information and Communications Technology |
| ICTICT210 | Operate database applications | ICT Information and Communications Technology |
| ICTICT211 | Identify and use basic current industry specific technologies | ICT Information and Communications Technology |
| ICTICT302 | Install and optimise operating system software | ICT Information and Communications Technology |
| ICTICT307 | Customise packaged software applications for clients | ICT Information and Communications Technology |
| ICTICT308 | Use advanced features of computer applications | ICT Information and Communications Technology |
| ICTICT409 | Develop macros and templates for clients using standard products | ICT Information and Communications Technology |
| ICTWEB401 | Design a website to meet technical requirements | ICT Information and Communications Technology |
| ICTWEB411 | Produce basic client-side script for dynamic web pages | ICT Information and Communications Technology |
| ICTWEB429 | Create a markup language document to specification | ICT Information and Communications Technology |
| LGACOMP008A | Apply conflict resolution strategies | LGA04 Local Government |

| Code | Title | Training Package |
|---|---|---|
| MSFID4014 | Produce digital models and documentation for interior design projects | MSF Furnishing |
| PMAOMIR210 | Control evacuation to muster point | PMA Chemical, Hydrocarbons and Refining |
| PSPLND001 | Investigate tenure and land use history | PSP Public Sector |
| PSPLND002 | Compile and check survey plans | PSP Public Sector |
| PSPLND012 | Review planning documents and environmental assessments | PSP Public Sector |
| RIISTD201D | Read and interpret maps | RII Resources and Infrastructure Industry |
| SIRXCEG003 | Build customer relationships and loyalty | SIR Retail Services s |
| SIRXCOM002 | Work effectively in a team | SIR Retail Services s |
| SIRXMGT001 | Supervise and support frontline team members | SIR Retail Services s |
| SISCAQU001 | Test pool water quality | SIS Sport, Fitness and Recreation |
| SISCAQU004 | Develop and implement pool water maintenance procedures | SIS Sport, Fitness and Recreation |
| TLIB0002 | Carry out vehicle inspection | TLI Transport and Logistics |
| TLIC1051 | Operate commercial vehicle | TLI Transport and Logistics |
| TLIC2025 | Operate four wheel drive vehicle | TLI Transport and Logistics |
| TLIC3036 | Apply safe car driving behaviours | TLI Transport and Logistics |

## CPP Qualification mapping information

The mapping table below details the qualifications in the CPP Property Services Training Package with comments about their relationship to qualifications in the CPP07 Property Services Training Package.

| **Release 8.0** | | | |
|---|---|---|---|
| **CPP Property Services Training Package 8.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPP31519 Certificate III in Real Estate Practice | CPP30211 Certificate III in Property Services (Agency)<br><br>CPP30311 Certificate III in Property Services (Operations) | Supersedes and is equivalent to CPP30211 Certificate III in Property Services (Agency) and CPP30311 Certificate III in Property Services (Operations).<br><br>Qualifications were merged to reduce duplication. Updated to the Standards for Training Packages. | E |
| CPP41419 Certificate IV in Real Estate Practice | CPP40307 Certificate IV in Property Services (Real Estate)<br><br>CPP40407 Certificate IV in Property Services (Stock and Station Agency)<br><br>CPP40507 Certificate IV in Property Services (Business Broking)<br><br>CPP40611 Certificate IV in Property Services (Operations) | Supersedes but is not equivalent to CPP40307 Certificate IV in Property Services (Real Estate),<br><br>CPP40407 Certificate IV in Property Services (Stock and Station Agency),<br><br>CPP40507 Certificate IV in Property Services (Business Broking) and;<br><br>CPP40611 Certificate IV in Property Services (Operations).<br><br>Qualifications were merged to reduce duplication and to provide clearer alignment with licensing outcomes. | N |
| CPP51119 Diploma of Property (Agency Management) | CPP50307 Diploma of Property Services (Agency Management) | Supersedes and is not equivalent to CPP50307 Diploma of Property Services (Agency Management) and; | N |

| Release 8.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package 8.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | CPP50409 Diploma of Property Services (Business Broking) | CPP50409 Diploma of Property Services (Business Broking).<br>Qualifications were merged to reduce duplication. Updated to the Standards for Training Packages. | |

| Release 7.1 | | | |
|---|---|---|---|
| **CPP Property Services Training Package 7.1** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPP20218 Certificate II in Security Operations | CPP10107 Certificate I in Security Operations | Supersedes and is not equivalent to CPP10107 Certificate I in Security Operations | NE |

| Release 7.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package 7.1** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPP20218 Certificate II in Security Operations | CPP20212 Certificate II in Security Operations | Revised qualification superseded and replaces CPP20212 Certificate II in Security Operations. | N |
| CPP31318 Certificate III in Security Operations | CPP30411 Certificate III in Security Operations | Revised qualification superseded and replaces CPP30411 Certificate III in Security Operations. | N |
| CPP31418 Certificate III in Close Protection Operations | New qualification. | New qualification. | |

| Release 6.0 | | | |
|---|---|---|---|
| CPP31218 Certificate III in Swimming Pool and Spa Service | CPP31212 Certificate III in Swimming Pool and Spa Service | Supersedes and is equivalent to CPP31212 Certificate III in Swimming Pool and Spa Service | E |

| **Release 5.0** | | | |
|---|---|---|---|
| CPP20617<br>Certificate II in Cleaning | New qualification. | New qualification. | |

| **Release 4.2** | | | |
|---|---|---|---|
| CPP30216 Certificate III in Surveying and Spatial Information Services | CPP30216 Certificate III in Surveying and Spatial Information Services | Revised qualification deemed equivalent to CPP30216. | E |
| CPP40316 Certificate IV in Spatial Information Services | CPP40316 Certificate IV in Spatial Information Services | Revised qualification deemed equivalent to CPP40316. | E |
| CPP40516 Certificate IV in Strata Community Management | CPP40516 Certificate IV in Strata Community Management | Revised qualification deemed equivalent to CPP40516. | E |
| CPP50116 Diploma of Surveying | CPP50116 Diploma of Surveying | Revised qualification deemed equivalent to CPP50116. | E |
| CPP50216 Diploma of Spatial Information Services | CPP50216 Diploma of Spatial Information Services | Revised qualification deemed equivalent to CPP50216. | E |

| **Release 4.1** |
|---|
| Updated training package with new imported unit CPCCWHS1001 Prepare to work safely in the construction industry replacing superseded CPCCOHS1001A Work safely in the construction industry. |

| **Release 4.0** | | | |
|---|---|---|---|
| CPP30416 Certificate III in Strata Community Management | | New qualification. | |
| CPP40516 Certificate IV in Strata Community Management | | New qualification. | |
| CPP50316 Diploma of Strata Community Management | | New qualification. | |

| Release 4.0 | | | |
|---|---|---|---|
| CPP40416 Certificate IV in Cleaning Management | CPP41011 Certificate IV in Cleaning Management | Qualification replaces superseded qualification: CPP41011.<br>Total number of units required to achieve qualification has increased from 13 to 14. Core reduced from eight to seven and required number of elective units increased from five to seven.<br>CPPCLO4001 Induct cleaning staff is a new unit added to the core units required for the qualification. | E |
| CPP30316 Certificate III in Cleaning Operations | CPP31011 Certificate III in Cleaning Operations | Qualification replaces superseded qualification: CPP31011.<br>Total number of units required to achieve the qualification reduced from 19 to 14. Number of core units required increased from four to five. Elective units that may be selected has decreased from 15 to nine, with the allowance of units that can be drawn in from other qualifications increased from two to three.<br>The three core units in the now deleted CPP10211 Certificate I in Cleaning Operations are now embedded in CPP30316.<br>The cleaning units in the now deleted CPP20611 Certificate II in Cleaning Operations are now revised and included in CPP30316 where appropriate.<br>Industry-nominated carpet cleaning units previously in the now deleted CPP20711 Certificate II in Carpet Cleaning Operations and CPP31111 Certificate III in Carpet Cleaning Operations have been redesigned where appropriate and included in this revised CPP30316.<br>CPPCLO3005 Confirm and apply privacy and security requirements for cleaning work is a new unit that has been added | E |

| Release 4.0 | | | |
|---|---|---|---|
| | | to the core units required for the qualification. | |

| Release 3.0 | | | |
|---|---|---|---|
| CPP20116 Certificate II in Surveying and Spatial Information Services | CPP20112 Certificate II in Surveying and Spatial Information Services | Qualification replaces superseded qualification: CPP20112.<br>Total number of units required to achieve qualification unchanged at eight. Composition of core and elective units changed. | E |
| CPP30216 Certificate III in Surveying and Spatial Information Services | CPP30112 Certificate III in Surveying and Spatial Information Services | Qualification replaces superseded qualification: CPP30112.<br>Total number of units required to achieve qualification unchanged at 11. Composition of core and elective units changed.<br>CPPSIS3021 *Visually interpret image data* and CPPSIS4039 *Design and produce maps* are revised units developed and added to elective listing. | E |
| CPP40316 Certificate IV in Spatial Information Services | CPP40212 Certificate IV in Spatial Information Services | Qualification replaces superseded qualification: CPP40212.<br>Total number of units required to achieve qualification unchanged at 15. Composition of core and elective units has changed.<br>Three new units added to elective listing: CPPSIS4040 Collect spatial data using terrestrial technologies, CPPSIS4041 Set out site and building works, and CPPSIS4039 Design and produce maps.<br>Elective unit listing tightened by reducing number of imported and CPP common units, and by reducing duplication within native units. | E |
| CPP50216 Diploma of Spatial Information Services | CPP50212 Diploma of Spatial Information Services | Qualification replaces superseded qualification: CPP50212.<br>Total number of units required to achieve qualification reduced from 16 to 15. Number of core units required decreased from | E |

| Release 3.0 | | | |
|---|---|---|---|
| | | seven to six. Elective units that may be selected unchanged at nine.<br>Composition of core and elective units changed.<br>Elective unit listing tightened by reducing number of imported units from 12 to nine and by reducing duplication within native units.<br>Relevant content from the now deleted CPP60112 Diploma of Building Surveying integrated as appropriate into CPP50216 units. | |
| CPP40216 Certificate IV in Surveying | CPP40112 Certificate IV in Surveying | Qualification replaces superseded qualification: CPP40112.<br>Total number of units required to achieve qualification reduced from 15 to 14. Number of core units required decreased from seven to six. Elective units that may be selected unchanged at eight.<br>Composition of core and elective units has changed. CPPSIS4029A Collect and set out basic surveying data redeveloped into two revised core units: CPPSIS4040 Collect spatial data using terrestrial technologies and CPPSIS4041 Set out site and building works.<br>CPPSIS4039 Design and produce maps is a new unit developed and added to elective listing.<br>Elective unit listing tightened by deleting imported units and reducing number of CPP common units to two. | E |
| CPP50116 Diploma of Surveying | CPP50112 Diploma of Surveying | Qualification replaces superseded qualification: CPP50112.<br>Total number of units required to achieve qualification unchanged at 16. Composition of core and elective units has changed.<br>Core unit CPPSIS5050A Create engineering drawings merged with elective unit CPPSIS5056A | E |

| Release 3.0 | | | |
|---|---|---|---|
| | | Design road and railway to create a larger new core unit CPPSIS5065 Design basic engineering structures.<br>Elective unit listing tightened by updating imported units and reducing their number from six to four. | |
| CPP60116 Advanced Diploma of Surveying | CPP60312 Advanced Diploma of Surveying | Qualification replaces superseded qualification: CPP60312.<br>Total number of units required to achieve qualification unchanged at nine. Entry requirement for qualification relating to CPP50116 Diploma of Surveying or its equivalent has remained.<br>Composition of core and elective units changed. Elective unit listing tightened by removing duplication within native units. Revised equivalent units CPPSIS6021 Conduct open pit mine surveys and CPPSIS6022 Develop mine drawings included in elective listing. | E |

| Release 2.0 | | | |
|---|---|---|---|
| CPP30115 Certificate III in Urban Pest Management | CPP30911 Certificate III in Pest Management | Qualification replaces superseded qualification: CPP30911.<br>CPPPMT3002A Assess pest management options and CPPPMT3009A Advise clients on pest management options combined due to identified duplicate content, with number of core units in qualification therefore reduced by one unit to a total of nine.<br>Number of elective units that may be selected increased to four, with number of units allowed from outside qualification increased from one to two.<br>Grouping of elective units removed and choice of imported units in former Group B reduced | E |

| Release 2.0 | | | |
|---|---|---|---|
| | | from five to the following two units:<br>BSBSMB407 Manage a small team<br>HLTAID003 Provide first aid. | |

| Release 1.0 - March 2015 (Primary Release) | | | |
|---|---|---|---|
| CPP40115 Certificate IV in Building Design Drafting | New qualification. | New qualification. | |

## CPP Unit mapping information

The mapping tables below detail the units of competency in the CPP Property Services Training Package with comments about their relationship to qualifications in the CPP07 Property Services Training Package and/or earlier releases of the CPP Property Services Training Package.

| **Release 8.0** | | | | |
|---|---|---|---|---|
| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPREP3001 Comply with ethical practice in real estate | | CPPDSM3018B Identify risks to agency operations | Supersedes but is not equivalent to CPPDSM3018B Identify risks to agency operations. Updated to the Standards for Training Packages. | N |
| CPPREP3002 Communicate effectively to support customer service in real estate | CPPDSM3010 Meet customer needs and expectations in the property industry<br><br>CPPDSM3019 Communicate with clients in the property industry | | Supersedes but is not equivalent to CPPDSM3010 Meet customer needs and expectations in the property industry and<br><br>CPPDSM3019 Communicate with clients in the property industry.<br><br>Merged to reduce duplication. | N |
| CPPREP3003 Access and process property information in real estate | | CPPDSM3006B Collect and process property information<br><br>CPPDSM3015B | Supersedes but is not equivalent to CPPDSM3006B Collect and process property information and<br><br>CPPDSM3015B | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | Use and maintain property and client information databases | Use and maintain property and client information databases.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP3101 Assist in listing and marketing properties for lease | | CPPDSM3001A Assist in listing properties for lease<br><br>CPPDSM3003A Assist in marketing properties for lease<br><br>CPPDSM4010A Lease property | Supersedes but is not equivalent to CPPDSM3001A Assist in listing properties for lease,<br><br>CPPDSM3003A Assist in marketing properties for lease, and<br><br>CPPDSM4010A Lease property.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | N |
| CPPREP3102 Assist in listing and marketing properties for sale | | CPPDSM3002A Assist in listing properties for sale | Supersedes but is not equivalent to CPPDSM3002A Assist in listing properties for sale, and | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | CPPDSM3004A Assist in marketing properties for sale | CPPDSM3004A Assist in marketing properties for sale.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP3103 Assist with the sale of properties | | CPPDSM3005A Assist with the sale of properties | Supersedes and is equivalent to CPPDSM3005A Assist with the sale of properties.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP3104 Assist with maintaining and protecting condition of managed properties | | CPPDSM3008A Maintain and protect condition of managed properties | Supersedes and is equivalent to CPPDSM3008A Maintain and protect condition of managed properties.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP3105 Assist with property inspection | CPPDSM3011 Monitor building facilities | CPPDSM3014A Undertake property inspection | Supersedes but is not equivalent to CPPDSM3011 Monitor building facilities and CPPDSM3014A | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | Undertake property inspection.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4001 Prepare for professional practice in real estate | CPPDSM3009 Maintain workplace safety in the property industry<br><br>CPPDSM3016 Work in the property industry | | Supersedes but is not equivalent to CPPDSM3009 Maintain workplace safety in the property industry, and CPPDSM3016 Work in the property industry.<br><br>Merged to reduce duplication. | N |
| CPPREP4002 Access and interpret ethical practice in real estate | CPPDSM4057 Monitor a safe workplace in the property industry | CPPDSM4007A Identify legal and ethical requirements of property management to complete agency work<br><br>CPPDSM4008A Identify legal and ethical requirements of property sales to | Supersedes but is not equivalent to CPPDSM4007A Identify legal and ethical requirements of property management to complete agency work,<br><br>CPPDSM4008A Identify legal and ethical requirements of property sales to | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | complete agency work<br><br>CPPDSM4015B Minimise agency and consumer risk | complete agency work,<br><br>CPPDSM4015B Minimise agency and consumer risk, and<br><br>CPPDSM4057 Monitor a safe workplace in the property industry.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4003 Access and interpret legislation in real estate | | CPPDSM4002A Apply knowledge of state or territory legislative and regulatory framework to complete agency work | Supersedes and is equivalent to CPPDSM4002A Apply knowledge of state or territory legislative and regulatory framework to complete agency work.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP4004 Establish marketing and communication profiles in real estate | | CPPDSM4005A Establish and build client-agency relationships | Supersedes and is equivalent to CPPDSM4005A Establish and build client- | E |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | agency relationships.<br><br>Updated to the Standards for Training Packages. | |
| CPPREP4005 Prepare to work with real estate trust accounts | | CPPDSM4006A Establish and manage agency trust accounts<br><br>CPPDSM4080A Work in the real estate industry | Supersedes but is not equivalent to CPPDSM4006A Establish and manage agency trust accounts and CPPDSM4080A Work in the real estate industry.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | N |
| CPPREP4101 Appraise property for sale or lease | | CPPDSM4003A Appraise property<br><br>CPPDSM4012A List property for sale<br><br>CPPDSM4025A Advise on performance of asset<br><br>CPPDSM4030A Appraise rural property | Supersedes but is not equivalent to CPPDSM4003A Appraise property, CPPDSM4012A List property for sale,<br><br>CPPDSM4025A Advise on performance of asset,<br><br>CPPDSM4030A Appraise rural property and | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | CPPDSM4064A Participate in research of property investment | CPPDSM4064A Participate in research of property investment.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4102 Market property | | CPPDSM4014A Market property for sale<br><br>CPPDSM4061A Obtain prospects for listing | Supersedes but is not equivalent to CPPDSM4014A Market property for sale, and CPPDSM4061A Obtain prospects for listing.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | N |
| CPPREP4103 Establish vendor relationships | | CPPDSM4056A Manage conflict and disputes in the property industry<br><br>CPPDSM4060A Negotiate sale and manage sale | Supersedes but is not equivalent to CPPDSM4056A Manage conflict and disputes in the property industry and<br><br>CPPDSM4060A Negotiate sale and manage sale | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | to completion or settlement | to completion or settlement.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4104 Establish buyer relationships | | | New unit of competency. | |
| CPPREP4105 Sell property | | CPPDSM4017A Negotiate effectively in property transactions<br><br>CPPDSM4021A Sell and finalise sale of rural property by private treaty<br><br>CPPDSM4022A Sell and finalise the sale of property by private treaty<br><br>CPPDSM4067A Plan for and complete sale of rural property by auction<br><br>CPPDSM4078A Sell rural property by tender | Supersedes but is not equivalent to CPPDSM4017A Negotiate effectively in property transactions,<br><br>CPPDSM4021A Sell and finalise sale of rural property by private treaty,<br><br>CPPDSM4022A Sell and finalise the sale of property by private treaty,<br><br>CPPDSM4067A Plan for and complete sale of rural property by auction and<br><br>CPPDSM4078A Sell rural property by tender. | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4121 Establish landlord relationships | | CPPDSM4011A List property for lease<br><br>CPPDSM4013A Market property for lease<br><br>CPPDSM4016A Monitor and manage lease or tenancy agreement | Supersedes but is not equivalent to CPPDSM4011A List property for lease,<br><br>CPPDSM4013A Market property for lease<br><br>CPPDSM4016A. Monitor and manage lease or tenancy agreement.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | N |
| CPPREP4122 Manage tenant relationships | | CPPDSM4046A Manage tenancy disputes | Supersedes but is not equivalent to CPPDSM4046A Manage tenancy disputes. Updated to the Standards for Training Packages. | N |
| CPPREP4123 Manage tenancy | CPPDSM4049 Implement maintenance | | Supersedes but is not equivalent to CPPDSM4049. | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | program for managed properties | | Implement maintenance program for managed properties.<br>Updated to the Standards for Training Packages. | |
| CPPREP4124 End tenancy | | | New unit of competency. | |
| CPPREP4125 Transact in trust accounts | | | New unit of competency. | |
| CPPREP4141 Establish and maintain property management portfolio | | | New unit of competency. | |
| CPPREP4142 Promote property management products and services | | | New unit of competency. | |
| CPPREP4161 Undertake pre-auction processes | | | New unit of competency. | |
| CPPREP4162 Conduct and complete sale by auction | | CPPDSM4004A Conduct auction<br><br>CPPDSM4019A Prepare for auction and complete sale | Supersedes but is not equivalent to CPPDSM4004A Conduct auction<br><br>CPPDSM4019A Prepare for auction and complete sale.<br>Merged to reduce duplication.<br>Updated to the Standards for | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | Training Packages. | |
| CPPREP4163 Complete post-auction process and contract execution | | | New unit of competency. | |
| CPPREP4171 Represent buyer in sales process | | CPPDSM4001A Act as a buyer's agent | Supersedes and is equivalent to CPPDSM4001A Act as a buyer's agent. Updated to the Standards for Training Packages. | E |
| CPPREP4172 Develop and promote property industry knowledge - buyer's agent | | | New unit of competency. | |
| CPPREP4173 Complete purchase of property as buyer's agent | | | New unit of competency. | |
| CPPREP4181 Manage onsite residential property | | | New unit of competency. | |
| CPPREP4201 Appraise commercial property | CPPDSM4026 Analyse property and facility information | CPPDSM4032A Arrange valuation of facilities and assets | Supersedes but is not equivalent to CPPDSM4026 Analyse property and facility information and CPPDSM4032A Arrange valuation of facilities and assets. Merged to reduce | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | duplication. Updated to the Standards for Training Packages. | |
| CPPREP4202 Establish and maintain vendor and lessor relationships and networks | | | New unit of competency. | |
| CPPREP4203 Complete commercial property sale | | CPPDSM4036A Broker sale of industrial, commercial and retail property | Supersedes and is equivalent to CPPDSM4036A Broker sale of industrial, commercial and retail property. Updated to the Standards for Training Packages. | E |
| CPPREP4204 Establish commercial property lease | | CPPDSM4041A Contribute to development of a tenancy mix strategy<br><br>CPPDSM4050A Lease industrial, commercial and retail property<br><br>CPPDSM4063 Participate in developing and establishing | Supersedes but is not equivalent to CPPDSM4041A Contribute to development of a tenancy mix strategy,<br><br>CPPDSM4050A Lease industrial, commercial and retail property and<br><br>CPPDSM4063 Participate in developing and establishing property or facility contracts. | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | property or facility contracts | Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4231 Manage commercial property maintenance | CPPDSM4042 Coordinate construction contract<br><br>CPPDSM4044 Coordinate maintenance and repair of properties and facilities<br><br>CPPDSM4074 Select and appoint contractors in the property industry | CPPDSM4043A Coordinate fit-out of property and facilities<br><br>CPPDSM4058A Monitor service requirements in the property industry<br><br>CPPDSM4059A Monitor space use in the property industry | Supersedes but is not equivalent to CPPDSM4042 Coordinate construction contract<br><br>CPPDSM4043A Coordinate fit-out of property and facilities,<br><br>CPPDSM4044 Coordinate maintenance and repair of properties and facilities<br><br>CPPDSM4058A Monitor service requirements in the property industry,<br><br>CPPDSM4059A Monitor space use in the property industry<br><br>CPPDSM4074 Select and appoint contractors in the | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | property industry.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4232 Manage commercial property financial reports | | | New unit of competency. | |
| CPPREP4233 Manage lessee relationships - commercial | | CPPDSM4062A Occupy space | Supersedes but is not equivalent to CPPDSM4062A Occupy space.<br><br>Updated to the Standards for Training Packages. | N |
| CPPREP4234 Manage lessor relationships - commercial | | | New unit of competency. | |
| CPPREP4235 End commercial property lease | | | New unit of competency. | |
| CPPREP4261 Appraise business for sale | | CPPDSM4029A Appraise business<br><br>CPPDSM4079A Work in the business broking sector<br><br>CPPDSM5033A | Supersedes but is not equivalent to CPPDSM4029A Appraise business CPPDSM4079A Work in the business broking sector,<br><br>CPPDSM5033A | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | Merge or acquire a business<br><br>CPPDSM5038A Value a business | Merge or acquire a business and<br><br>CPPDSM5038A Value a business.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4262 Establish vendor relationships in business broking | | | New unit of competency. | |
| CPPREP4263 Manage buyer relationships in business broking | | | New unit of competency. | |
| CPPREP4264 Manage the sales process in business broking | | CPPDSM4053A List business for sale<br><br>CPPDSM4069A Promote and market listed business | Supersedes but is not equivalent to CPPDSM4053A List business for sale and CPPDSM4069A Promote and market listed business.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | N |
| CPPREP4301 Confirm and market livestock for sale | | CPPDSM4068A Prepare livestock for sale at saleyards | Supersedes and is not equivalent to CPPDSM4068A | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | CPPDSM4075A Select livestock for sale | Prepare livestock for sale at saleyards and<br><br>CPPDSM4075A Select livestock for sale.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | |
| CPPREP4302 Prepare livestock for sale | | CPPDSM4077A Sell livestock by private sale | Supersedes but is not equivalent to CPPDSM4077A Sell livestock by private sale.<br><br>Updated to the Standards for Training Packages. | N |
| CPPREP4303 Establish vendor and buyer relationships in livestock sale | | CPPDSM4024A Advise clients on livestock sale and purchase options | Supersedes but is not equivalent to CPPDSM4024A Advise clients on livestock sale and purchase options.<br><br>Updated to the Standards for Training Packages. | N |
| CPPREP4304 Complete sales process - livestock | | | New unit of competency. | |
| CPPREP4501 Prepare to complete the | | | New unit of competency. | |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| sales process - off the plan properties | | | | |
| CPPREP4502 Support providers of social and community housing | | | New unit of competency. | |
| CPPREP4503 Present at hearings in real estate | CPPDSM4020 Present at tribunals | | Supersedes and is equivalent to CPPDSM4020 Present at tribunals.<br><br>Updated to meet industry currency. | E |
| CPPREP4504 Deliver presentations to clients in real estate | | CPPDSM4018A Prepare and present property reports | Supersedes but is not equivalent to CPPDSM4018A Prepare and present property reports.<br><br>Updated to the Standards for Training Packages. | N |
| CPPREP4505 Value goods, chattels, plant and equipment | | CPPDSM4033A Assess and value goods, chattels, plant and equipment | Supersedes and is equivalent to CPPDSM4033A Assess and value goods, chattels, plant and equipment.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP4506 Manage offsite | | | New unit of competency. | |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| and lone worker safety in real estate | | | | |
| CPPREP4507 Provide property sustainability information in real estate | | | New unit of competency. | |
| CPPREP4508 Conduct livestock auction | | CPPDSM4039A Conduct livestock sale by auction | Supersedes and is equivalent to CPPDSM4039A Conduct livestock sale by auction.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP4509 Auction goods, chattels or equipment | | CPPDSM4038A Conduct goods, chattels or equipment clearing sale or auction | Supersedes and is equivalent to CPPDSM4038A Conduct goods, chattels or equipment clearing sale or auction.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP4510 Manage short-term or holiday letting | | | New unit of competency. | |
| CPPREP5001 Manage compliance in the property industry | CPPDSM5009 Coordinate risk management systems in the property industry | | Supersedes but is not equivalent to CPPDSM5009 Coordinate risk management systems in the property industry. | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | Updated to meet industry currency. | |
| CPPREP5002 Establish and monitor property industry trust account management practices | | | New unit of competency. | |
| CPPREP5003 Manage ethical practice in the property industry | | | New unit of competency. | |
| CPPREP5004 Manage a safe workplace in the property industry | CPPDSM5018 Ensure a safe workplace in the property industry | | Supersedes and is equivalent to CPPDSM5018 Ensure a safe workplace in the property industry.<br><br>Updated to meet industry currency. | E |
| CPPREP5005 Manage teams in the property industry | | | New unit of competency. | |
| CPPREP5006 Manage operational finances in the property industry | | | New unit of competency. | |
| CPPREP5007 Develop a strategic business plan in the property industry | | CPPDSM5012A Develop a strategic business plan in the real estate industry | Supersedes and is equivalent to CPPDSM5012A Develop a strategic business plan in the real estate industry. | E |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | Updated to the Standards for Training Packages. | |
| CPPREP5008 Market the property agency | | CPPDSM5032A Market the agency | Supersedes and is equivalent to CPPDSM5032A Market the agency.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP5009 Develop a marketing and service strategy in real estate | | CPPDSM5014A Develop property marketing and sales strategy | Supersedes and is equivalent to CPPDSM5014A Develop property marketing and sales strategy.<br><br>Updated to the Standards for Training Packages. | E |
| CPPREP5010 Manage customer service activities in the property industry | CPPDSM5006 Coordinate customer service activities in the property industry | CPPDSM5020A Manage and monitor effective client service in the real estate industry | Supersedes but is not equivalent to CPPDSM5006 Coordinate customer service activities in the property industry, and CPPDSM5020A Manage and monitor effective client service in the real estate industry.<br><br>Merged to reduce duplication. | N |

| Release 8.0 | | | | |
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| **CPP Property Services Training Package Release 8.0** | **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | | Updated to the Standards for Training Packages. | |
| CPPREP5201 Develop and maintain commercial property market intelligence | | New unit of competency. | New unit of competency. | |
| CPPREP5311 Develop and maintain rural property market knowledge and intelligence | | CPPDSM4037A Conduct auction of rural property<br><br>CPPDSM4073A Provide rural property management services<br><br>CPPDSM4081A Work in the stock and station agency sector | Supersedes and is not equivalent to CPPDSM4037A Conduct auction of rural property,<br><br>CPPDSM4073A Provide rural property management services and<br><br>CPPDSM4081A Work in the stock and station agency sector.<br><br>Merged to reduce duplication. Updated to the Standards for Training Packages. | N |

| Release 7.1 | | | |
|---|---|---|---|
| **CPP Property Services Training Package R 7.1** | **CPP07 Property Services Training Package 7.0** | **Comments** | **Equivalence statement** |
| CPPSEC2103 Apply WHS, emergency response and | CPPSEC1004A Apply health care security procedures. | CPPSEC2103 Apply WHS, emergency response and evacuation procedures to maintain security, which now also | E |

| Release 7.1 | | | |
|---|---|---|---|
| **CPP Property Services Training Package R 7.1** | **CPP07 Property Services Training Package 7.0** | **Comments** | **Equivalence statement** |
| evacuation procedures to maintain security | | supersedes and is equivalent to CPPSEC1004A Apply health care security procedures. | |
| CPPSEC2104 Apply risk assessment to select and carry out response to security risk situations | CPPSEC1001A Identify report risk situation | CPPSEC2104 Apply risk assessment to select and carry out response to security risk situations, which now also supersedes and is equivalent to CPPSEC1001A Identify report risk situation | E |
| CPPSEC2105 Provide quality services to a range of security clients | CPPSEC1002A Apply retail security procedures | CPPSEC1002A Apply retail security procedures | E |
| CPPSEC3116 Carry, operate and maintain semiautomatic pistols for security purposes | CPPSEC3116 Carry, operate and maintain semiautomatic pistols for security purposes | Minor change to the Knowledge Evidence. | E |

| Release 7.0 | | | |
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| **CPP Property Services Training Package R 7.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPSEC2101 Apply effective communication skills to maintain security | CPPSEC2001A Communicate effectively in the security industry | Supersedes and is equivalent to CPPSEC2001A Communicate effectively in the security industry.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC2102 Apply legal and procedural requirements to work effectively within a security team | CPPSEC2003B Work effectively in the security industry<br>CPPSEC2005A Work as part of a security team | Supersedes and is not equivalent to CPPSEC2003B Work effectively in the security industry and<br>CPPSEC2005A Work as part of a security team.<br>Units merged to reduce duplication and align with vocational needs. | N |
| CPPSEC2103 Apply WHS, emergency response and evacuation procedures to maintain security | CPPSEC2002A Follow workplace safety procedures in the security industry | Supersedes and is equivalent to CPPSEC2002A Follow workplace safety procedures in the security industry.<br>Updated to meet the Standards for Training Packages. | E |

| Release 7.0 | | | |
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| **CPP Property Services Training Package R 7.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPSEC2104 Apply risk assessment to select and carry out response to security risk situations | CPPSEC2004B Respond to security risk situation | Supersedes and is equivalent to CPPSEC2004B Respond to security risk situation.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC2105 Provide quality services to a range of security clients | CPPSEC2006B Provide security services to clients | Supersedes and is equivalent to CPPSEC2006B Provide security services to clients.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC2106 Protect self and others using basic defensive techniques | CPPSEC2017A Protect self and others using basic defensive techniques | Supersedes and is equivalent to CPPSEC2017A Protect self and others using basic defensive techniques.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC2107 Patrol premises to monitor property and maintain security | CPPSEC2015A Patrol premises | Supersedes and is equivalent to CPPSEC2015A Patrol premises.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC2108 Screen people, personal effects and items to maintain security | CPPSEC2007A Screen people<br>CPPSEC2008A Screen items | Supersedes and is not equivalent to CPPSEC2007A Screen people and CPPSEC2008A Screen items.<br>Units merged to reduce duplication and align with vocational needs. | N |
| CPPSEC2109 Monitor and control access and exit of persons and vehicles from premises | CPPSEC2011B Control access to and exit from premises<br>CPPSEC3017A Plan and conduct evacuation from premises | Supersedes and is not equivalent to CPPSEC2011B Control access to and exit from premises and CPPSEC3017A Plan and conduct evacuation from premises.<br>Units merged to reduce duplication and align with vocational needs. | N |
| CPPSEC2110 Monitor and control individual and crowd behaviour to maintain security | CPPSEC2012A Monitor and control individual and crowd behavior<br>CPPSEC2014A Operate basic security equipment | Supersedes and is not equivalent to CPPSEC2012A Monitor and control individual and crowd behavior and CPPSEC2014A Operate basic security equipment.<br>Units merged to reduce duplication and align with vocational needs. | N |
| CPPSEC2111 Apply security procedures | CPPSEC1003A Apply security procedures | Supersedes and is equivalent to CPPSEC1003A Apply security | E |

| Release 7.0 | | | |
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| **CPP Property Services Training Package R 7.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| to manage intoxicated persons | for the responsible service of alcohol | procedures for the responsible service of alcohol.<br>Updated to meet the Standards for Training Packages. | |
| CPPSEC2112 Apply security procedures to remove persons from premises | | New unit. | |
| CPPSEC2113 Escort and protect persons and valuables | CPPSEC2013A Protect valuables in transit | Supersedes and is not equivalent to CPPSEC2013A Protect valuables in transit.<br>Significant changes made to the unit to reflect current industry needs. | N |
| CPPSEC2114 Monitor electronic security equipment and respond to alarm events | CPPSEC2018A Monitor electronic reporting facility | Supersedes and is equivalent to CPPSEC2018A Monitor electronic reporting facility.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3101 Manage conflict and security risks using negotiation | CPPSEC3002A Manage conflict through negotiation | Supersedes and is equivalent to CPPSEC3002A Manage conflict through negotiation.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3102 Maintain operational safety and security of work environment | CPPSEC3007A Maintain security of environment | Supersedes and equivalent to CPPSEC3007A Maintain security of environment.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3103 Determine and implement response to security risk situation | CPPSEC3003A Determine response to security risk situation | Supersedes and is equivalent to CPPSEC3003A Determine response to security risk situation.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3104 Coordinate monitoring and control of individual and crowd behaviour | CPPSEC2010A Protect safety of persons | Supersedes and is equivalent to CPPSEC2010A Protect safety of persons.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3105 Coordinate provision of quality security services to clients | CPPSEC3006A Coordinate a quality security service to clients | Supersedes and is equivalent to CPPSEC3006A Coordinate a quality security service to clients.<br>Updated to meet the Standards for Training Packages. | E |

| Release 7.0 | | | |
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| **CPP Property Services Training Package R 7.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPSEC3106 Gather, organise and present security information and documentation | CPPSEC3005A Prepare and present security documentation and reports | Supersedes and is equivalent to CPPSEC3005A Prepare and present security documentation and reports.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3107 Monitor security and coordinate response from control rooms | CPPSEC3020A Monitor security from control room | Supersedes and is equivalent to CPPSEC3020A Monitor security from control room.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3108 Store, protect and dispose of security information | CPPSEC3012A Store and protect information | Supersedes and is not equivalent to CPPSEC3012A Store and protect information.<br>Significant changes made to the unit to reflect current industry needs. | N |
| CPPSEC3109 Use and maintain security databases and compile reports | CPPSEC3021A Maintain and use security database | Supersedes and is not equivalent to CPPSEC3021A Maintain and use security database.<br>Significant changes made to the unit to reflect current industry needs | N |
| CPPSEC3110 Control persons using batons | CPPSEC3014A Control persons using baton | Supersedes and is equivalent to CPPSEC3014A Control persons using baton.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3111 Restrain persons using handcuffs | CPPSEC3015A Restrain persons using handcuffs | Supersedes and is equivalent to CPPSEC3015A Restrain persons using handcuffs.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3112 Manage training and well-being of dogs for security functions | CPPSEC3010A Manage dogs for security functions | Supersedes and is equivalent to CPPSEC3010A Manage dogs for security functions.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3113 Handle dogs for security patrols | CPPSEC3011A Handle dogs for security patrol | Supersedes and is equivalent to CPPSEC3011A Handle dogs for security patrol.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3114 Control security risk | CPPSEC3008A Control security risk | Supersedes and is equivalent to CPPSEC3008A Control security risk situations using firearms. | E |

| Release 7.0 | | | |
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| **CPP Property Services Training Package R 7.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| situations using firearms | situations using firearms | Updated to meet the Standards for Training Packages. | |
| CPPSEC3115 Carry, operate and maintain revolvers for security purposes | | New unit. | |
| CPPSEC3116 Carry, operate and maintain semi-automatic pistols for security purposes | | New unit. | |
| CPPSEC3117 Carry, operate and maintain shotguns for security purposes | | New unit. | |
| CPPSEC3118 Inspect and test cash-in-transit security equipment and rectify faults | CPPSEC3052A Inspect and test cash-in-transit security equipment | Supersedes and is equivalent to CPPSEC3052A Inspect and test cash-in-transit security equipment.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3119 Implement cash-in-transit security procedures | CPPSEC3051A Implement cash-in-transit security procedures | Supersedes and is equivalent to CPPSEC3051A Implement cash-in-transit security procedures.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3120 Load and unload cash-in-transit in secured and unsecured environments | CPPSEC2027A Load and unload cash in transit in a secured environment<br><br>CPPSEC3050A Load and unload cash-in-transit in an unsecured environment | Supersedes and is not equivalent to CPPSEC2027A Load and unload cash in transit in a secured environment and CPPSEC3050A Load and unload cash-in-transit in an unsecured environment.<br>Units merged to reduce duplication and align with vocational needs. | N |
| CPPSEC3121 Control persons using empty hand techniques | CPPSEC3013A Control persons using empty hand techniques | Supersedes and is equivalent to CPPSEC3013A Control persons using empty hand techniques.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3122 Plan provision of close protection services | CPPSEC3018A Provide for the | Supersedes and is not equivalent to CPPSEC3018A Provide for the safety of persons at risk. | N |

| Release 7.0 | | | |
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| **CPP Property Services Training Package R 7.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | safety of persons at risk | Significant changes made to the unit to reflect current industry needs. | |
| CPPSEC3123 Implement close protection services | | New unit. | |
| CPPSEC3124 Prepare and present evidence in court | CPPSEC3009A Prepare and present evidence in court | Supersedes and is equivalent to CPPSEC3009A Prepare and present evidence in court.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3125 Implement security procedures to protect critical infrastructure and public assets | CPPSEC1005A Apply critical infrastructure protection procedures | Supersedes and is not equivalent to CPPSEC1005A Apply critical infrastructure protection procedures. Significant changes made to the unit to reflect current industry needs. | N |
| CPPSEC3126 Defend persons using spray | CPPSEC3016A Defend persons using spray | Supersedes and equivalent to CPPSEC3016A Defend persons using spray.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3127 Conduct security screening using x-ray equipment | CPPSEC1006A Apply x-ray image interpretation procedures | Supersedes and is equivalent to CPPSEC1006A Apply x-ray image interpretation procedures.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3128 Conduct security screening using walk-through metal detection equipment | CPPSEC1007A Apply walk through metal detection procedures | Supersedes and is equivalent to CPPSEC1007A Apply walk through metal detection procedures.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3129 Conduct security screening using explosive trace detection equipment | CPPSEC1009A Apply Explosive Trace Detection (ETD) procedures | Supersedes and is equivalent to CPPSEC1009A Apply Explosive Trace Detection (ETD) procedures.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3130 Conduct security screening using hand-held metal detectors | CPPSEC1008A Apply hand-held metal detection procedures | Supersedes and is equivalent to CPPSEC1008A Apply hand-held metal detection procedures.<br>Updated to meet the Standards for Training Packages. | E |
| CPPSEC3131 Select, use and maintain | | New unit. | |

| Release 7.0 | | | |
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| **CPP Property Services Training Package R 7.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| body armour for security purposes | | | |

| Release 6.0 | | | |
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| **CPP Property Services Training Package R 6.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPCMN3005 Complete client documentation | CPPCMN3005A Complete client documentation | Supersedes and is equivalent to CPPCMN3005A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPDSM3009 Maintain workplace safety in the property industry | CPPDSM3009A Maintain workplace safety in the property industry | Supersedes and is equivalent to CPPDSM3009A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3001 Handle, transport and store swimming pool and spa chemicals safely | CPPSPS3001A Handle, transport and store swimming pool and spa chemicals safely | Supersedes and is equivalent to CPPSPS3001A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3002 Perform basic swimming pool and spa measurements and calculations | CPPSPS3002A Perform basic swimming pool and spa measurements and calculations | Supersedes and is equivalent to CPPSPS3002A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3003 Maintain swimming pools and spas | CPPSPS3003A Routinely maintain swimming pools and spas | Supersedes and is equivalent to CPPSPS3003A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3004 Maintain swimming pool and spa water | CPPSPS3004A Routinely maintain swimming pool and spa water circulation | Supersedes and is equivalent to CPPSPS3004A. | E |

| Release 6.0 | | | |
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| **CPP Property Services Training Package R 6.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| circulation and filtration systems | and filtration systems | Unit of competency upgraded to reflects Standards for Training Packages 2012. | |
| CPPSPS3005 Maintain swimming pool and spa dosing systems | CPPSPS3005A Routinely maintain swimming pool and spa dosing systems | Supersedes and is equivalent to CPPSPS3005A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3006 Maintain swimming pool cleaning and vacuuming systems | CPPSPS3006A Routinely maintain swimming pool and spa cleaning and vacuuming systems | Supersedes and is equivalent to CPPSPS3006A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3007 Maintain swimming pool and spa heating systems | CPPSPS3007A Routinely maintain swimming pool and spa heating systems | Supersedes and is equivalent to CPPSPS3007A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3008 Work in the swimming pool and spa servicing industry | CPPSPS3008A Work in the swimming pool and spa servicing industry | Supersedes and is equivalent to CPPSPS3008A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3009 Maintain swimming pool and spa stock | CPPSPS3009A Maintain swimming pool and spa stock | Supersedes and is equivalent to CPPSPS3009A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3010 Sell swimming pool and spa products and services | CPPSPS3010A Sell swimming pool and spa products and services | Supersedes and is equivalent to CPPSPS3010A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |
| CPPSPS3011 Use and maintain business technology related | CPPSPS3011A Use and maintain business technology related to swimming | Supersedes and is equivalent to CPPSPS3011A. | E |

| Release 6.0 | | | |
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| **CPP Property Services Training Package R 6.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| to swimming pool and spa servicing | pool and spa servicing | Unit of competency upgraded to reflects Standards for Training Packages 2012. | |
| CPPSPS3012 Access and apply information from swimming pool and spa technical manuals | CPPSPS3012A Read and apply information from swimming pool and spa technical manuals | Supersedes and is equivalent to CPPSPS3012A.<br><br>Unit of competency upgraded to reflects Standards for Training Packages 2012. | E |

| Release 5.0 | | | |
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| **CPP Property Services Training Package R 5.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPCCL2008 Clean carpeted floors | | New unit. | |
| CPPCCL2009 Perform basic stain removal from carpets | | New unit. | |
| CPPCLO2002 Clean hard floor surfaces | | New unit. | |
| CPPCLO2005 Maintain glass surfaces | | New unit. | |
| CPPCLO2011 Maintain ceiling surfaces and fittings | | New unit. | |
| CPPCLO2014 Clean and arrange furniture and fittings | | New unit. | |
| CPPCLO2016 Clean wet surfaces | | New unit. | |
| CPPCLO2018 Sort, remove and recycle waste material | | New unit. | |
| CPPCLO2032 Plan basic cleaning activities | | New unit. | |
| CPPCLO2034 Maintain storage | | New unit. | |

| Release 5.0 | | | |
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| **CPP Property Services Training Package R 5.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| area and cleaning equipment | | | |
| CPPCLO2036 Maintain external surfaces | | New unit. | |
| CPPCLO2042 Clean surfaces using microfibre equipment | | New unit. | |
| CPPCLO2045 Clean rooms for guests and residents | | New unit. | |
| CPPCMN2002 Participate in workplace safety arrangements | CPPCMN2002A Participate in workplace safety arrangements | Supersedes and is equivalent to CPPCMN2002A.<br>Minor changes to performance criteria, Knowledge Evidence, and inclusion of Foundation Skills. | E |
| CPPCMN2004 Provide basic client service | | New unit. | |

| Release 4.1 |
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| Updated training package with new imported unit CPCCWHS1001 Prepare to work safely in the construction industry replacing superseded CPCCOHS1001A Work safely in the construction industry. |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPCLO3012 Repair and reinstall carpets | CPPCCL2006A Identify carpet fibre and construction<br>CPPCCL3011A Perform carpet repair and reinstallation<br>CPPCCL3012A Perform carpet colour repair and reinstallation | Single unit replaces combined content of three superseded units: CPPCCL2006A, CPPCCL3011A and CPPCCL3012A.<br>Minor changes to elements, performance criteria and assessment requirements to remove duplication and improve clarity. | E |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPCLO3013 Clean window coverings | CPPCLO3013A Clean window coverings | Supersedes and is equivalent to CPPCLO3013A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3014 Maintain clean-room environments | CPPCLO3014A Maintain clean-room environments | Supersedes and is equivalent to CPPCLO3014A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3015 Treat complex carpet stains | CPPCCL3015A Perform advanced stain removal | Supersedes and is equivalent to CPPCCL3015A.<br>Change to title. Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3016 Apply topical treatments to carpets | CPPCCL3016A Apply topical treatments | Supersedes and is equivalent to CPPCCL3016A.<br>Minor changes to title, elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3017 Clean wet areas | CPPCLO2017A Clean wet areas | Supersedes and is equivalent to CPPCLO2017A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3018 Clean and maintain furniture and fittings | CPPCLO2015A Maintain furniture, fittings and room dressing<br>CPPCLO3016A Wash furniture and fittings | Single unit replaces combined content of two superseded units: CPPCLO2015A and CPPCLO3016A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. Performance criteria 2.2 and 3.1 added for use of drop sheets, and 2.4 and 3.3 for checking that fittings are in working order. | E |
| CPPCLO3019 Remove waste and recyclable materials | CPPCLO2019A Sort and remove waste and recyclable materials | Supersedes and is equivalent to CPPCLO2019A.<br>Minor changes to title, elements, performance criteria and | E |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | assessment requirements for clarity. | |
| CPPCLO3020 Pressure wash and clean surfaces | CPPCLO3020A Clean using pressure washing | Supersedes and is equivalent to CPPCLO3020A.<br>Change to title. Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3021 Clean industrial machinery | CPPCLO3021A Clean industrial machinery | Supersedes and is equivalent to CPPCLO3021A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3024 Clean fabric upholstery | CPPCCL3014A Clean fabric upholstery | Supersedes and is equivalent to CPPCCL3014A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3029 Inspect sites prior to carpet cleaning | CPPCCL3019A Inspect sites prior to cleaning or treatment | Supersedes and is equivalent to CPPCCL3019A.<br>Minor changes to title, elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3030 Develop a plan to mitigate water damage and restore carpets | CPPCCL3018A Inspect sites with water damage<br>CPPCCL3020A Develop a plan to mitigate water damage and restore carpet | Single unit replaces combined content of two superseded units: CPPCCL3018A and CPPCCL3020A.<br>Significant changes to elements, performance criteria and assessment requirements to remove duplication and increase clarity. | N |
| CPPCLO3035 Maintain cleaning storage areas | CPPCLO2035A Maintain cleaning storage areas | Supersedes and is equivalent to CPPCLO2035A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3036 Clean at heights | CPPCLO3036A Clean at high levels | Supersedes and is equivalent to CPPCLO3036A. | E |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | Minor changes to title, elements, performance criteria and assessment requirements for clarity. | |
| CPPCLO3037 Clean external surfaces | CPPCLO2037A Clean external surfaces | Supersedes and is equivalent to CPPCLO2037A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3038 Clean food-handling areas | CPPCLO3038A Clean food-handling areas | Supersedes and is equivalent to CPPCLO3038A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3040 Clean ceiling surfaces and fittings | CPPCLO2010A Clean ceiling surfaces and fittings | Supersedes and is equivalent to CPPCLO2010A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3043 Clean using microfibre and chemical-free techniques | CPPCLO2043A Clean using microfibre techniques | Supersedes and is equivalent to CPPCLO2043A.<br>Minor changes to title, elements, performance criteria and assessment requirements to remove need to communicate benefits to clients. | E |
| CPPCLO3044 Prepare rooms for guests and residents | CPPCLO2044A Prepare rooms for guests and residents | Supersedes and is equivalent to CPPCLO2044A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3045 Clean high-touch surfaces | CPPCLO3044A Clean using steam sanitising techniques | Supersedes but is not equivalent to CPPCLO3044A.<br>Significant changes to title, elements, performance criteria and assessment requirements to remove references to use of steam and sanitisation and the need to communicate benefits to clients. | N |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPCLO4001 Induct cleaning staff | | New unit. | |
| CPPCLO4002 Develop, implement and monitor new cleaning techniques | | New unit. | |
| CPPCLO4003 Manage cleaning equipment maintenance and supply | | New unit. | |
| CPPCLO4022 Schedule and monitor cleaning tasks | CPPCLO4022A Organise and monitor cleaning operations | Supersedes and is equivalent to CPPCLO4022A.<br>Minor changes to title, elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO4024 Manage the supply of cleaning stores to the work site | CPPCLO4024A Control the supply of resources to the work site | Supersedes and is equivalent to CPPCLO4024A.<br>Minor changes to title, elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO4025 Provide quotation for cleaning services | CPPCLO4025A Provide quotation for cleaning services | Supersedes and is equivalent to CPPCLO4025A.<br>Minor changes to performance criteria and assessment requirements for clarity. | E |
| CPPCMN3004 Respond to enquiries and complaints | CPPCMN3004A Respond to enquiries and complaints | Supersedes and is equivalent to CPPCMN3004A.<br>Minor changes to elements and performance criteria for clarity; edited content added to element 6, and element 7 deleted. Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPCMN3007 Support leadership in the workplace | CPPCLO3039A Support leadership in the workplace | Supersedes and is equivalent to CPPCLO3039A.<br>Minor change to performance criterion 2.5 and assessment requirements for clarity. | E |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | Cleaning-specific content removed to enable unit to be recoded as common. | |
| CPPCMN4001 Develop workplace policies and procedures for sustainability | CPPCMN4001B Develop workplace policies and procedures for sustainability | Supersedes and is equivalent to CPPCMN4001B.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCMN4004 Develop and manage client relations | CPPCMN4004B Facilitate effective client relationships | Supersedes and is equivalent to CPPCMN4004B.<br>Minor changes to title, elements, performance criteria and assessment requirements for clarity. | E |
| CPPCMN4007 Manage workplace safety arrangements | CPPCMN4007A Manage workplace safety arrangements | Supersedes and is equivalent to CPPCMN4007.<br>Changes to assessment requirements for clarity. | E |
| CPPCMN4008 Read plans, drawings and specifications for residential buildings | CPPCMN4008A Read and extract information from plans, drawings and specifications for residential buildings | Supersedes and is equivalent to CPPDSM4008A.<br>Change to title for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages.<br>Types of plans broadened to include lot and common property plans relevant to strata community schemes. | E |
| CPPCMN4009 Develop team understanding of and commitment to sustainability | CPPCMN4009A Develop team understanding of and commitment to sustainability | Supersedes and is equivalent to CPPCMN4009A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM3007 Identify risks and opportunities in the property industry | CPPDSM3007B Identify risks and opportunities in the property industry | Supersedes and is equivalent to CPPDSM3007B.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in | E |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | line with Standards for Training Packages. | |
| CPPDSM3009 Maintain workplace safety in the property industry | CPPDSM3009A Maintain workplace safety in the property industry | Supersedes and is equivalent to CPPDSM3009A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM3010 Meet customer needs and expectations in the property industry | CPPDSM3010B Meet customer needs and expectations in the property industry | Supersedes and is equivalent to CPPDSM3010B.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM3011 Monitor building facilities | CPPDSM3011B Monitor building facilities | Supersedes and is equivalent to CPPDSM3011B.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM3016 Work in the property industry | CPPDSM3016A Work in the property industry | Supersedes and is equivalent to CPPDSM3016A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM3017 Work in the strata community management sector | CPPDSM3017A Work in the strata community management sector | Unit replaces superseded non-equivalent unit: CPPDSM3017A.<br>New elements and performance criteria to provide clarity and better reflect industry practice. Range of conditions, foundation skills and assessment requirements added in line with changes to elements and performance criteria and Standards for Training Packages. | N |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPDSM3019 Communicate with clients in the property industry | CPPDSM3019B Communicate with clients as part of agency operations | Supersedes and is equivalent to CPPDSM3019B.<br>Change to title to clarify relevance across property industry. Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM3020 Source and extract information from strata plans | | New unit. | |
| CPPDSM3021 Collect and process information relevant to strata communities | | New unit. | |
| CPPDSM4009 Interpret legislation to complete work in the property industry | CPPDSM4009B Interpret legislation to complete agency work | Supersedes and is equivalent to CPPDSM4009B.<br>Change to title to clarify relevance across property industry. Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4020 Present at tribunals | CPPDSM4020A Present at tribunals | Supersedes and is equivalent to CPPDSM4020A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4026 Analyse property and facility information | CPPDSM4026A Analyse property and facility information | Supersedes and is equivalent to CPPDSM4026A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPDSM4027 Analyse resource use in building operations | CPPDSM4027A Analyse resource use in building operations | Supersedes and is equivalent to CPPDSM4027A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4028 Identify and analyse risks and opportunities in the property industry | CPPDSM4028A Identify and analyse risks and opportunities in the property industry | Supersedes and is equivalent to CPPDSM4028A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4031 Arrange lease of space | CPPDSM4031A Arrange lease of space | Supersedes and is equivalent to CPPDSM4031A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4034 Negotiate and implement strata community management agreement | CPPDSM4034A Negotiate and implement strata community management agreement | Supersedes but is not equivalent to CPPDSM4034A.<br>Significant changes to elements and performance criteria to reflect industry practice and for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | N |
| CPPDSM4040 Contribute to asset life cycle maintenance strategy | CPPDSM4040A Contribute to life cycle maintenance strategy | Supersedes and is equivalent to CPPDSM4040A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4042 Coordinate | CPPDSM4042A Coordinate construction contract | Supersedes and is equivalent to CPPDSM4042A. | E |

| Release 4.0 | | | |
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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| construction contract | | Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | |
| CPPDSM4044 Coordinate maintenance and repair of properties and facilities | CPPDSM4044A Coordinate maintenance and repair of properties and facilities | Supersedes and is equivalent to CPPDSM4044A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4045 Facilitate meetings in the property industry | CPPDSM4045A Facilitate meetings in the property industry | Supersedes and is equivalent to CPPDSM4045A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4047 Implement and monitor procurement process | CPPDSM4047A Implement and monitor procurement process. | Supersedes and is equivalent to CPPDSM4047A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4048 Implement customer service strategies in the property industry | CPPDSM4048B Implement customer service strategies in the property industry | Supersedes and is equivalent to CPPDSM4048B.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4049 Implement maintenance program for managed properties | CPPDSM4049A Implement maintenance plan for managed properties | Supersedes and is equivalent to CPPDSM4049A.<br>Minor change to title, elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements | E |

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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | added in line with Standards for Training Packages. | |
| CPPDSM4055 Maintain asset management system | CPPDSM4055A Maintain asset management system | Supersedes and is equivalent to CPPDSM4055A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4056 Manage conflicts and disputes in the property industry | CPPDSM4056A Manage conflicts and disputes in the property industry | Supersedes and is equivalent to CPPDSM4056A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4057 Monitor a safe workplace in the property industry | CPPDSM4057A Monitor a safe workplace in the property industry | Supersedes and is equivalent to CPPDSM4057A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4063 Participate in developing and establishing property or facility contracts | CPPDSM4063A Participate in developing and establishing property or facilities contracts | Supersedes and is equivalent to CPPDSM4063A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4066 Plan and coordinate property and facility inspection | CPPDSM4066A Plan and coordinate property and facility inspection | Supersedes and is equivalent to CPPDSM4066A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4071 Promote process | CPPDSM4071A Promote process | Supersedes and is equivalent to CPPDSM4071A. | E |

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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| improvement in the property industry | improvement in the property industry | Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | |
| CPPDSM4072 Provide leadership in the property industry | CPPDSM4072A Provide leadership in the property industry | Supersedes and is equivalent to CPPDSM4072A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4074 Select and appoint contractors in the property industry | CPPDSM4074A Select and appoint contractors in the property industry | Supersedes and is equivalent to CPPDSM4074A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM4082 Monitor service requirements of owners and occupiers in strata communities | | New unit. | |
| CPPDSM4083 Terminate strata community | | New unit. | |
| CPPDSM4084 Administer insurance for strata communities | | New unit. | |
| CPPDSM4085 Handle strata community funds held on trust | | New unit. | |
| CPPDSM4086 Oversee preparation of strata community budgets | | New unit. | |
| CPPDSM4087 Facilitate operation | | New unit. | |

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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| of owners' committee | | | |
| CPPDSM5006 Coordinate customer service activities in the property industry | CPPDSM5006A Coordinate customer service activities in the property industry | Supersedes and is equivalent to CPPDSM5006A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5007 Coordinate construction or renovation of facilities | CPPDSM5007A Coordinate construction or renovation of facilities | Supersedes and is equivalent to CPPDSM5007A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5009 Coordinate risk management systems in the property industry | CPPDSM5009A Coordinate risk management system in the property industry | Supersedes and is equivalent to CPPDSM5009A.<br>Very minor change to title. Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5018 Ensure a safe workplace in the property industry | CPPDSM5018A Ensure a safe workplace in the property industry | Supersedes and is equivalent to CPPDSM5018A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5025 Maintain public relations in the property industry | CPPDSM5025A Maintain public relations in the property industry | Supersedes and is equivalent to CPPDSM5025A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5026 Manage a consultant | CPPDSM5026A Manage a consultant | Supersedes and is equivalent to CPPDSM5026A. | E |

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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| property project team | property project team | Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | |
| CPPDSM5027 Provide facilities and amenities for property users | CPPDSM5027A Provide facilities and amenities for property users | Supersedes and is equivalent to CPPDSM5027A.<br>Minor changes to elements and performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5029 Manage client relationships and networks in the property industry | CPPDSM5029A Manage client relationships and networks in the property industry | Supersedes and is equivalent to CPPDSM5029A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5030 Manage projects in the property industry | CPPDSM5030A Manage projects in the property industry | Supersedes and is equivalent to CPPDSM5030A.<br>Minor changes to performance criteria for clarity. Range of conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | E |
| CPPDSM5039 Meet legal requirements in managing strata communities | | New unit. | |
| CPPDSM5040 Meet ethical and professional standards in managing strata communities | | New unit. | |
| CPPDSM6007 Develop life cycle asset management plans | CPPDSM6007A Develop life cycle asset management plan | Supersedes and is equivalent to CPPDSM6007A.<br>Minor changes to performance criteria for clarity. Range of | E |

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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | conditions, foundation skills and assessment requirements added in line with Standards for Training Packages. | |
| CPPCLO3001 Maintain hard floor surfaces | CPPCLO2001A Maintain hard floor surfaces | Supersedes and is equivalent to CPPCLO2001A.<br>Minor changes to elements, performance criteria for clarity. | E |
| CPPCLO3002 Restore hard floor surfaces | CPPCLO3002A Restore hard floor surfaces<br>CPPCLO3003A Replace a hard floor finish | Single unit replaces combined content of two superseded units: CPPCLO3002A and CPPCLO3003A.<br>Changes to elements, performance criteria and assessment requirements for clarity. Added performance criteria 2.4 and 3.3.<br>Included content from CPPCLO3003A. | N |
| CPPCLO3003 Clean using safe work practices | CPPCLO2033A Plan for safe and efficient cleaning activities<br>CPPCMN3003A Contribute to workplace safety arrangements | Single unit replaces combined content of two superseded units: CPPCLO2033A and CPPCMN3003A.<br>New element 4 added to cover finalising cleaning tasks.<br>CPPCLO2033A:<br>Performance criteria 1.3 and 1.6 addressing staff and time allocation for tasks and amending cleaning schedules, deleted<br>Element 3 relating to work site risks deleted and covered in new unit CPPCLO3005.<br>CPPCMN3003A:<br>Performance criteria 4.1 and 4.2 covering identifying and providing training removed and focus changed to undertaking training and coaching programs. | N |
| CPPCLO3004 Maintain carpeted floors | CPPCLO2004A Maintain carpeted floors | Supersedes and is equivalent to CPPCLO2004A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3005 Confirm and apply privacy | | New unit. | |

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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| and security requirements for cleaning work | | | |
| CPPCLO3006 Clean carpets | CPPCCL2001A Use hot water extraction, CPPCCL2002A Use bonnet cleaning, CPPCCL2003A Use dry foam shampoo, CPPCCL2004A Use dry absorbent compound and CPPCCL2005A Use wet foam shampoo | Single unit replaces combined content of five superseded units: CPPCCL2001A, CPPCCL2002A, CPPCCL2003A, CPPCCL2004A and CPPCCL2005A. | N |
| CPPCLO3007 Remove carpet stains | CPPCCL2007A Perform basic stain removal | Supersedes but is not equivalent to CPPCCL2007A.<br>Minor changes to title, elements, performance criteria and assessment requirements to include steps required to finalise stain removal. | N |
| CPPCLO3008 Mitigate carpet water damage | CPPCCL3008A Mitigate water damage | Supersedes and is equivalent to CPPCCL3008A.<br>Minor changes to title, elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3009 Clean glass surfaces | CPPCLO2009A Clean glass surfaces | Supersedes and is equivalent to CPPCLO2009A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3010 Apply odour control to carpets | CPPCCL3010A Apply odour control to carpets | Supersedes and is equivalent to CPPCCL3010A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCLO3011 Clean using environmentally sustainable work practices | CPPCMN3001B Clean using environmentally sustainable work practices | Supersedes but is not equivalent to CPPCMN3001B.<br>Changes to sector component of code, title, elements, performance criteria and assessment | N |

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| **CPP Property Services Training Package R 4.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | requirements to reflect needs of the cleaning sector. | |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPSIS2012 Assist in collecting basic spatial data | CPPSIS2012A Assist in the collection of spatial data | Supersedes but is not equivalent to CPPSIS2012A.<br>Minor change to title. Changes to elements, performance criteria and assessment requirements to provide clarity, better reflect industry practice, and remove the requirement to conduct operational maintenance of equipment. | N |
| CPPSIS2013 Store and retrieve basic spatial data | CPPSIS2013A Assist in the storage and retrieval of spatial data | Supersedes and is equivalent to CPPSIS2013A.<br>Minor changes to title, elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS2015 Assist with surveying and spatial field activities | CPPSIS2015A Assist in field activity | Supersedes and is equivalent to CPPSIS2015A.<br>Minor changes to title, elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS2016 Assist with load transfers | CPPSIS2016A Assist with load transfer | Supersedes but is not equivalent to CPPSIS2016A.<br>Minor change to title. Changes to elements, performance criteria and assessment requirements to provide clarity, better reflect industry practice, and remove the requirement to operate a vehicle. | N |
| CPPSIS3011 Produce basic maps | CPPSIS3011A Apply map presentation principles | Supersedes and is equivalent to CPPSIS3011A.<br>Changes to title, elements, performance criteria and | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | assessment requirements to better reflect industry practice. | |
| CPPSIS3015 Collect basic surveying data | CPPSIS3015A Collect spatial data | Supersedes but is not equivalent to CPPSIS3015A.<br>Changes to title, elements, performance criteria and assessment requirements to better reflect industry practice and remove the requirement to conduct operational maintenance of equipment. | N |
| CPPSIS3016 Provide field support services for surveying and spatial projects | CPPSIS3016A Provide field support services | Supersedes and is equivalent to CPPSIS3016A.<br>Minor changes to title, elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS3018 Transfer loads | CPPSIS3018A Transfer personnel and loads | Supersedes and is equivalent to CPPSIS3018A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS3019 Produce basic plans of surveys | CPPSIS3019A Perform basic drafting | Supersedes and is equivalent to CPPSIS3019A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS3020 Perform basic surveying computations | CPPSIS3020A Perform basic surveying computations | Supersedes and is equivalent to CPPSIS3020A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS3021 Visually interpret image data | | New unit. | |
| CPPSIS4022 Store and retrieve spatial data | CPPSIS4022A Store and retrieve spatial data | Supersedes and is equivalent to CPPSIS4022A.<br>Changes to elements, performance criteria and assessment | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | requirements to provide clarity and remove duplication. | |
| CPPSIS4024 Source and assess spatial data | CPPSIS4024A Collect and set out spatial data | Supersedes and is equivalent to CPPSIS4024A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS4025 Collect spatial data using GNSS | CPPSIS4025A Collect basic GNSS data | Supersedes and is equivalent to CPPSIS4025A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS4026 Digitally enhance and process image data | CPPSIS4026A Read and interpret image data | Supersedes but is not equivalent to CPPSIS4026A.<br>Significant changes to title, elements, performance criteria and assessment requirements to better reflect technologies and industry practice. | N |
| CPPSIS4027 Organise surveying field services | CPPSIS4027A Organise field services | Supersedes and is equivalent to CPPSIS4027A.<br>Minor changes to title, elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS4030 Operate surveying equipment | CPPSIS4030A Operate surveying equipment | Supersedes and is equivalent to CPPSIS4030A.<br>Minor changes to elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS4031 Perform surveying computations | CPPSIS4031A Perform surveying computations | Supersedes and is equivalent to CPPSIS4031A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPSIS4032 Conduct field surveying operations | CPPSIS4032A Plan and conduct survey expeditions | Supersedes and is equivalent to CPPSIS4032A.<br>Significant changes to title, elements, performance criteria and assessment requirements to better reflect current industry terminology and practice. | E |
| CPPSIS4034 Maintain spatial data | CPPSIS4034A Maintain spatial data | Supersedes and is equivalent to CPPSIS4034A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS4035 Apply GIS software to solve spatial data problems | CPPSIS4035A Apply GIS software to problem-solving techniques | Supersedes and is equivalent to CPPSIS4035A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS4036 Operate spatial software applications | CPPSIS4036A Operate spatial software applications | Supersedes and is equivalent to CPPSIS4036A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS4037 Produce computer-aided drawings | CPPSIS4037A Produce computer-aided drawings | Supersedes and is equivalent to CPPSIS4037A.<br>Significant changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS4038 Prepare and present GIS data | CPPSIS4038A Prepare and present GIS data | Supersedes and is equivalent to CPPSIS4038A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS4039 Design and produce maps | | New unit. | |
| CPPSIS4040 Collect spatial data using | CPPSIS4029A Collect and set out basic surveying data | Unit replaces superseded CPPSIS4029A. | N |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| terrestrial technologies | | Skills and knowledge relating to data set-out have been removed. Significant changes to title, elements, performance criteria and assessment requirements to focus the work outcome on spatial data collection using a total station. | |
| CPPSIS4041 Set out site and building works | CPPSIS4029A Collect and set out basic surveying data | Unit replaces superseded CPPSIS4029A.<br>Skills and knowledge relating to data collection have been removed. Significant changes to title, elements, performance criteria and assessment requirements to focus the work outcome on spatial data set-out relating to site and building works. | N |
| CPPSIS5031 Plan spatial data collection | CPPSIS5031A Plan spatial data collection and validation | Supersedes and is equivalent to CPPSIS5031A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5032 Capture new spatial data | CPPSIS5032A Capture new spatial data | Supersedes and is equivalent to CPPSIS5032A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5035 Obtain and validate spatial data | CPPSIS5035A Obtain and validate spatial data | Supersedes and is equivalent to CPPSIS5035A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5036 Integrate spatial datasets | CPPSIS5036A Integrate spatial datasets | Supersedes and is equivalent to CPPSIS5036A.<br>Minor changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPSIS5037 Maintain spatial data systems | CPPSIS5037A Maintain complex spatial data systems | Supersedes and is equivalent to CPPSIS5037A.<br>Minor changes to title, elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5038 Develop spatial databases | CPPSIS5038A Develop a complex spatial and spatial database | Supersedes and is equivalent to CPPSIS5038A.<br>Change to title. Minor changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5039 Plan and implement spatial projects | CPPSIS5039A Produce spatial project deliverables | Supersedes and is equivalent to CPPSIS5039A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5040 Interpret and collate spatial data | CPPSIS5040A Collate and interpret spatial data | Supersedes and is equivalent to CPPSIS5040A.<br>Minor changes to title, elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5043 Design spatial data storage systems | CPPSIS5043A Design a spatial data storage system | Supersedes and is equivalent to CPPSIS5043A.<br>Minor change to title. Changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5044 Develop subdivision survey designs for local government approval | CPPSIS5044A Develop a subdivision survey design for local government approval | Supersedes and is equivalent to CPPSIS5044A.<br>Licensing statement included relating to cadastral surveying. Minor change to title. Changes to elements and performance criteria to provide clarity. Significant changes to assessment requirements. | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPSIS5046 Set out stormwater systems | CPPSIS5046A Design a stormwater system | Supersedes and is equivalent to CPPSIS5046A.<br>Significant changes to title, elements, performance criteria and assessment requirements to remove the design focus and better reflect industry practice. | N |
| CPPSIS5047 Conduct GNSS surveys | CPPSIS5047A Conduct an advanced GNSS data collection and set out survey | Supersedes and is equivalent to CPPSIS5047A.<br>Change to title. Minor changes to elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS5048 Conduct engineering surveys | CPPSIS5048A Conduct an engineering survey | Supersedes and is equivalent to CPPSIS5048A.<br>Minor change to title. Changes to elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS5049 Plan and implement surveying projects | CPPSIS5049A Conduct an engineering surveying project | Supersedes and is equivalent to CPPSIS5049A.<br>Significant changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS5051 Apply land and planning law to surveying | CPPSIS5051A Apply land and planning law to surveying | Supersedes and is equivalent to CPPSIS5051A.<br>Licensing statement included relating to cadastral surveying. Changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS5052 Integrate surveying datasets | CPPSIS5052A Integrate surveying datasets | Supersedes and is equivalent to CPPSIS5052A.<br>Minor changes to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | E |
| CPPSIS5053 Perform advanced surveying computations | CPPSIS5053A Perform advanced | Supersedes and is equivalent to CPPSIS5053A. | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | surveying computations | Significant changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | |
| CPPSIS5054 Perform geodetic surveying computations | CPPSIS5054A Perform geodetic surveying computations | Supersedes and is equivalent to CPPSIS5054A.<br>Significant changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS5057 Conduct precision surveys | CPPSIS5057A Carry out a precision survey | Supersedes and is equivalent to CPPSIS5057A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS5058 Conduct geodetic surveys | CPPSIS5058A Conduct geodetic surveying | Supersedes and is equivalent to CPPSIS5058A.<br>Minor change to title. Changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS5060 Develop spreadsheets for spatial data | CPPSIS5060A Use complex spreadsheets for spatial information | Supersedes and is equivalent to CPPSIS5060A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity, remove duplication, and better reflect industry practice. | E |
| CPPSIS5061 Locate underground services in surveying practice | CPPSIS5061A Locate underground services in surveying practice | Supersedes and is equivalent to CPPSIS5061A.<br>Licensing statement included. Significant changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS5062 Conduct photogrammetric mapping | CPPSIS5062A Conduct | Supersedes and is equivalent to CPPSIS5062A. | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | photogrammetric mapping | Changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | |
| CPPSIS5064 Coordinate GIS data manipulation and analysis | CPPSIS5064A Manipulate and analyse GIS data | Supersedes and is equivalent to CPPSIS5064A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | E |
| CPPSIS5065 Design basic engineering structures | CPPSIS5050A Create engineering drawings<br>CPPSIS5056A Design road and railway | Single unit replaces combined content of two superseded units: CPPSIS5050A and CPPSIS5056A.<br>Two units merged into one work outcome covering the skills and knowledge required to use surveying methods to create drawings for basic engineering structures. Specialised design aspects have been removed. | N |
| CPPSIS6021 Conduct open pit mine surveys | CPPSIS6021A Conduct open mine pit surveying | Supersedes and is equivalent to CPPSIS6021A.<br>Minor change to title. Licensing statement included relating to mining surveying. Significant changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | E |
| CPPSIS6022 Produce mine drawings | CPPSIS6022A Create mine drawings | Supersedes and is equivalent to CPPSIS6022A.<br>Licensing statement included relating to mining surveying. Minor changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | E |
| CPPSIS6025 Apply quality control measures to spatial | CPPSIS6025A Apply quality control measures to spatial | Supersedes and is equivalent to CPPSIS6025A. | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| products and services | information services industry | Minor change to title. Change to elements, performance criteria and assessment requirements to provide clarity and remove duplication. | |
| CPPSIS6031 Design basic mines | CPPSIS6031A Carry out basic mine design | Supersedes and is equivalent to CPPSIS6031A.<br>Licensing statement included relating to mining surveying. Minor changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | E |
| CPPSIS6032 Conduct advanced GNSS control surveys | CPPSIS6032A Conduct an advanced GNSS control survey | Supersedes and is equivalent to CPPSIS6032A.<br>Minor change to title. Changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | E |
| CPPSIS6033 Conduct underground mine surveys | CPPSIS6033A Conduct underground mine surveying | Supersedes and is equivalent to CPPSIS6033A.<br>Licensing statement included relating to mining surveying. Minor change to title. Significant changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | E |
| CPPSIS6034 Conduct mining geology operations | CPPSIS6034A Conduct mining geology operations | Supersedes and is equivalent to CPPSIS6034A.<br>Licensing statement included relating to mining surveying. Significant changes to elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice and technologies. | E |
| CPPSIS6035 Conduct complex engineering set-out surveys | CPPSIS6035A Conduct complex engineering set out surveys | Supersedes and is equivalent to CPPSIS6035A.<br>Changes to elements, performance criteria and assessment requirements to provide clarity and | E |

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| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | better reflect industry practice and technologies. | |
| CPPSIS6036 Monitor engineering structures | CPPSIS6036A Monitor complex engineering surveying structures | Supersedes and is equivalent to CPPSIS6036A.<br>Changes to title, elements, performance criteria and assessment requirements to provide clarity and better reflect industry practice. | E |
| CPPSIS6037 Conduct advanced remote sensing analysis | CPPSIS6037A Conduct advanced remote sensing analysis | Supersedes and is equivalent to CPPSIS6037A.<br>Minor changes to elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS6040 Develop 2-D and 3-D terrain visualisations | CPPSIS6040A Develop 2-D and 3-D terrain visualisations | Supersedes and is equivalent to CPPSIS6040A.<br>Minor changes to elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPSIS6041 Compile mine survey plans | CPPSIS6041A Compile mine survey plan | Supersedes and is equivalent to CPPSIS6041A.<br>Licensing statement included relating to mining surveying. Changes to elements, performance criteria and assessment requirements to provide clarity. | E |
| CPPCMN4002 Implement and monitor environmentally sustainable work practices | CPPCMN4002B Implement and monitor environmentally sustainable work practices | Supersedes and is equivalent to CPPCMN4002A.<br>Minor changes to elements, performance criteria and assessment requirements for clarity. | E |
| CPPCMN4003 Establish, develop and monitor teams | CPPCMN4005A Facilitate effective teamwork<br>CPPCMN4006A Facilitate effective workplace relationships | Unit replaces two superseded units: CPPCMN4005A and CPPCMN4006A.<br>Minor changes to elements, performance criteria and assessment requirements to remove duplication and improve clarity. | E |

| Release 3.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package R 3.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPCMN3006 Provide effective client service | CPPCMN2003A Provide effective client service | Supersedes but is not equivalent to CPPCMN2003A.<br>Minor change to title. Significant changes to elements, performance criteria and assessment requirements to include need to obtain client agreement to provide service and need to obtain human resources to deliver service. Elements 5 and 7 deleted. | N |

| Release 2.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPPMT3002 Assess, advise on options, and develop pest management plans for complex or high-risk operations | CPPPMT3002A Assess pest management options<br>CPPPMT3009A Advise clients on pest management options | Single unit replaces combined content of two superseded units: CPPPMT3002A and CPPPMT3009A.<br>Minor changes to elements and performance criteria for increased clarity. Performance criteria 5.3 and 5.4 deleted.<br>New element 6 relating to providing advice to the client added - covering PC5.3 and 5.4, and content from the now superseded CPPPMT3009A.<br>Changes to required skills and knowledge, range of conditions and assessment requirements.<br>* Refer to comment at table end for information relevant to recognition of prior learning (RPL) for holders of CPPPMT3009A. | E |
| CPPPMT3005 Manage pests without applying pesticides | CPPPMT3005A Modify environment to manage pests | Supersedes and is equivalent to CPPPMT3005A.<br>Minor changes to elements and performance criteria for increased clarity. Change to element 1 incorporating performance criteria 2.1, 2.2 and 2.3. | E |

| Release 2.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | Changes to required skills and knowledge, range of conditions and assessment requirements. | |
| CPPPMT3006 Manage pests by applying pesticides | CPPPMT3006A Apply pesticides to manage pests | Supersedes and is equivalent to CPPPMT3006A.<br>Minor changes to elements and performance criteria for increased clarity. Change to element 1 incorporating performance criteria 2.1, 2.2 and 2.3.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3007 Implement pest management plans for complex or high-risk operations | CPPPMT3007A Implement pest management plans | Supersedes and is equivalent to CPPPMT3007A.<br>Very minor changes to performance criteria for increased clarity.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3008 Inspect for and report on timber pests | CPPPMT3008A Inspect and report on timber pests | Supersedes and is equivalent to CPPPMT3008A.<br>Very minor changes to performance criteria for increased clarity. Performance criterion 3.4 added to cover requirements for further inspections in range of conditions.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3010 Control timber pests | CPPPMT3010A Control timber pests | Supersedes and is equivalent to CPPPMT3010A.<br>Minor changes to performance criteria for increased clarity.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3011 Manage organisms by applying fumigants to | CPPPMT3011A Conduct fumigation | Supersedes and is equivalent to CPPPMT3011A.<br>Very minor changes to performance criteria for increased | E |

| Release 2.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| commodities and environments | | clarity. Performance criterion 4.6 added.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | |
| CPPPMT3017 Maintain, service and repair pest management equipment | CPPPMT3017A Repair and maintain service equipment | Supersedes and is equivalent to CPPPMT3017A.<br>Very minor changes to performance criteria for increased clarity.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3018 Maintain equipment and pesticide storage area in pest management vehicles | CPPPMT3018B Maintain equipment and chemical storage areas | Supersedes and is equivalent to CPPPMT3018B.<br>Minor changes to performance criteria for increased clarity, particularly in regard to on-vehicle storage area only.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3019 Organise and monitor pest management operations | CPPPMT3019A Organise and monitor pest management operations | Supersedes and is equivalent to CPPPMT3019A.<br>Very minor changes to performance criteria for increased clarity.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3026 Select pest management vehicle and equipment | CPPPMT3026A Select and obtain pest management vehicles, equipment and materials | Supersedes and is equivalent to CPPPMT3026A.<br>Very minor changes to performance criteria for increased clarity.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3029 Plan and schedule pest management operations | CPPPMT3029A Plan and schedule pest management operations | Supersedes and is equivalent to CPPPMT3029A.<br>Very minor edits to performance criteria. | E |

| Release 2.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| | | Changes to required skills and knowledge, range of conditions and assessment requirements. | |
| CPPPMT3042 Install physical termite management systems | CPPPMT3042A Install physical termite barriers | Supersedes and is equivalent to CPPPMT3042A.<br>Very minor changes to performance criteria for increased clarity.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |
| CPPPMT3043 Prepare and present pest management proposals for complex or high-risk operations | CPPPMT3043A Prepare and present pest management proposals | Supersedes and is equivalent to CPPPMT3043A.<br>Minor changes to performance criteria for increased clarity.<br>Changes to required skills and knowledge, range of conditions and assessment requirements. | E |

| Release 1.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package R 1.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPBDN4001 Research and evaluate construction materials and methods for building design projects | | New unit. | |
| CPPBDN4002 Research and apply compliance requirements to technical construction documentation | | New unit. | |
| CPPBDN4003 Collect, apply and store building design project information | | New unit. | |

| Release 1.0 | | | |
|---|---|---|---|
| **CPP Property Services Training Package R 1.0** | **CPP07 Property Services Training Package** | **Comments** | **Equivalence statement** |
| CPPBDN4004 Set up BIM-capable software and files for building design drafting projects | | New unit. | |
| CPPBDN4005 Review and report structural integrity of building designs | | New unit. | |
| CPPBDN4006 Import and transpose information from external sources into digital building design drawings | | New unit. | |
| CPPBDN4007 Store and retrieve building design documentation | | New unit. | |
| CPPBDN4008 Produce digital building design concept drawings | | New unit. | |
| CPPBDN4009 Analyse building design drawings and review findings | | New unit. | |
| CPPBDN4010 Prepare documentation for planning approval | | New unit. | |
| CPPBDN4011 Prepare documentation for building approval | | New unit. | |
| CPPBDN4012 Provide support to project building designers | | New unit. | |
| CPPBDN4013 Produce construction detail drawings | | New unit. | |

## CPP Imported unit mapping

| **Release 8.0** | | | |
|---|---|---|---|
| **CPP Property Services Training Package R 8.0** | CPP Property Services Training Package R 7.0 | Comments | Equivalence statement |
| BSBFIA412 Report on financial activity | BSBFIA402 Report on financial activity | Supersedes and is equivalent. | **E** |
| BSBITS411 Maintain and implement digital technology | BSBITS401 Maintain business technology | Supersedes and is equivalent. | **E** |
| BSBLDR513 Communicate with influence | BSBLDR503 Communicate with influence | Supersedes and is equivalent. | **E** |
| MSFID4014 Produce digital models and documentation for interior design projects | MSFID5014 Use CAD applications to complete models and documentation for interior design projects | Supersedes and is equivalent. | **E** |
| TLIB0002 Carry out vehicle inspection | TLIB2004 Carry out vehicle inspection | Supersedes and is equivalent. | **E** |

## Prerequisite Units

Individual prerequisite unit requirements are specified in a unit of competency and must be assessed and awarded prior to a learner being awarded the unit that has the prerequisite.

## Key work and training requirements in the industry

**Real Estate**

The rationale for the new CPP41419 Certificate in Real Estate Practice is based on the need to:

- streamline qualifications
- specify alignment between skill sets with areas of specialisation/job roles
- facilitate regulatory usage by outlining clear relationships to job activities
- provide a tool for direct alignment with licensing outcomes
- support issues around inconsistent licensing requirements by different jurisdictions
- ensure clear career pathways are provided.

The groups specified in the CPP41419 Certificate in Real Estate Practice are intended to align with licensing requirements.

The units packaged in the groups in the CPP41419 Certificate in Real Estate Practice are also packaged as skill sets. The table below maps the skill sets to the groups in the qualification.

| Code | Title | Group in CPP41419 Certificate IV in Real Estate Practice |
|---|---|---|
| CPPSS00065 | Residential Property Sales | A. Residential Property Sales |
| CPPSS00066 | Residential Property Management | B. Residential Property Management |
| CPPSS00067 | Property Management Business Development | C. Property Management Business Development |
| CPPSS00068 | Auctioneering | D. Auctioneering |
| CPPSS00069 | Buyer's Agent | E. Buyer's Agent |
| CPPSS00070 | Onsite Property Management | F. Onsite Property Management |
| CPPSS00071 | Commercial Sales and Leasing | G. Commercial Sales and Leasing |
| CPPSS00072 | Commercial and Property Management | H. Commercial and Property Management |
| CPPSS00073 | Business Broking | I. Business Broking |
| CPPSS00074 | Stock and Station, Stock | J. Stock and Station, Stock |
| CPPSS00075 | Stock and Station, Station | K. Stock and Station, Station |
| CPPSS00076 | Administration Management/Office Support | L. Administration Management/Office Support |

**Note:** CPPSS00076 Administration Management/Office Support is not associated with a licensing outcome.

**Security**

The security industry is highly regulated, with substantial involvement by jurisdictional regulators to ensure the best training and assessment outcomes for industry.

The security industry regulators anticipate that qualified individuals will have a basic level of English proficiency to clearly communicate with emergency services, team members and the general population whilst undertaking the role.

It is recommended that CPP Property Services Training Package users contact the relevant state or territory department/s to confirm regulatory and licensing requirements that may apply.

**Note:** Due to the nature of the occupations, assessment of performance for the units of competency must be undertaken in a simulated work environment for public safety reasons.

**Cleaning**

Cleaning operators work in a range of workplace settings. The cleaning sector employs large numbers of part-time and casual employees, with most work - especially in commercial premises - taking place out of business hours.

Cleaning operators use a range of different tools, equipment, chemicals, and non-chemical-based cleaning products to perform their duties.

Cleaning is skilled work, which, if not performed correctly, can result in costly damage to assets and potentially cause illness, largely through the misuse of chemicals.

Domestic or residential cleaning takes place in private homes where the work site may range from a large family home to a small apartment. This type of work is typically contracted out by small cleaning businesses or franchises employing cleaning operators, again on a part-time or casual basis. In these contexts, cleaning operators usually make use of the cleaning equipment and products provided on site by the client.

Cleaning companies tender for cleaning contracts that result in contracted work for cleaning staff over a fixed period of the contract. Cleaning operators may be required to work alone or as part of a team of cleaning operators at different work sites. The standard of cleaning expected by clients is high, and attention to detail is paramount. Work sites such as hospitals, aged care homes and catering facilities require meticulous attention to hygiene because the health implications of inadequate cleaning can be serious illness or death.

Evidence suggests that some employers are reluctant to invest in training cleaning operators due to the comparatively high staff turnover in some parts of the industry. In response to this, industry has been consulted to develop skill sets to provide entry-level training for new workers in specific areas to meet more immediate skill demands.

**Pest management**

Pest management technicians require well-developed customer service skills as well as a sound knowledge of pests and integrated pest management. A pest management technician mostly works alone, operating from a vehicle carrying a range of pesticides to treat various pests as well as equipment and materials required for the particular types of jobs scheduled for each working day.

Whether working for a large company - with a work order supplied by the business - or as an owner operator, the pest management technician must be self-managing in terms of ensuring the timeliness, efficiency, effectiveness, safety, and quality of all aspects of the work at each site.

**Surveying and spatial services**

The surveying and spatial information services industry relates to vocational training in the following fields:

- mapping science
- remote sensing
- surveying
- cartography
- town planning
- geographic information services.

The table below provides a summary of the main occupational profiles at each qualification level.

| **Qualification** | **Surveying** | **Spatial Information Services** | |
|---|---|---|---|
| Certificate II | Entry (VET in Schools) | Entry (VET in Schools) | |
| Certificate III | Surveying Field Hand<br>Data Collection Assistant | Surveying Field Hand<br>Data Collection Assistant | |
| Certificate IV | Surveyor's Assistant | GIS Assistant<br>Town Planning Assistant | Mapping Assistant |
| Diploma | Surveying Technician | Town Planning Officer<br>GIS Officer | Cartographer<br>Mapping Officer |
| Advanced Diploma | Manager or supervisor in: Remote Sensing, Surveying, Cartography, Town Planning, Mapping, Geographic Information Systems, etc. | | |
| Degree | Senior Surveyor<br>Specialist Surveyor (e.g. Geodetic) | GIS Analyst<br>Cartographer<br>Senior Cartographer<br>Senior GIS Analyst | Senior Photogrammetrist<br>Remote Sensing Specialist<br>Spatial Controller |

The surveying and spatial information services industry strongly supports the use of units of competency as a way to define training needs and drive delivery of vocational education and training for the industry.

**Strata management**

A strata scheme is a system of multiple ownership of a building or collection of buildings. The concept only came into being in the mid-1960s, and there are now more than 270,000 such schemes encompassing more than two million individual lots across Australia.

Each owner owns a portion (called a 'lot'), which is usually an apartment or townhouse, but every owner shares ownership of any common property (e.g. foyers, driveways, and gardens) if it is indicated on the title. The multiple ownerships are combined in a legal entity called the Owners' Corporation - or body corporate, strata company or community association, depending on the State or Territory in which the scheme exists. Although the term for an owner's corporation varies across Australia, its role is essentially the same in every state and territory. It is responsible for the good management of the strata scheme.

All owners can vote on management decisions at an Annual General Meeting (AGM), but decisions are usually made on behalf of the owner's corporation by a committee of owners who are elected at the AGM. Some strata schemes manage the day-to-day financial, maintenance, and other administrative duties themselves, but given that they are complex, most choose to use professional strata management services.

Strata managers are engaged by the strata scheme's owner committee to manage the day-to-day affairs of the scheme. Strata schemes are becoming large and complex. Strata managers may perform the following tasks:

- arrange routine maintenance, repair and upkeep of the common property
- keep bank and other accounts for maintenance contributions (strata levies)
- pay accounts and outgoings
- maintain strata records
- organise and conduct strata meetings
- arrange insurance.

The role of strata managers varies depending on the size and type of property, and involves people management, as well as someone who is organised and able to handle difficult clients from time-to-time.

Occasionally strata managers are appointed to solve intractable problems, including those involving relationship breakdowns between lot owners. Strata managers are experts in the administration of all aspects of owners' corporations. They work to ensure owners corporations are compliant with their legal responsibilities and strive to protect owners' assets.

Strata managing agents may also offer management services to residential and commercial properties, retirement villages, hotels and resorts, industrial schemes and shopping centres.

Other terms used to describe a strata manager are body corporate manager, owner, corporation manager, community title manager, and managing agent.

**Swimming pool and spa service**

Swimming pool and spa service activities include routine pool and spa servicing, monitoring, and maintaining water quality and general work skills in domestic, commercial, and public settings.

Summary of activities includes:

- identify risk and apply risk management processes
- follow site work health and safety requirements
- read and apply information from swimming pool and spa technical manuals
- assess and treat water problems in swimming pools and spas

- estimate cost of swimming pool and spa products and services
- comply with regulatory requirements for swimming pool and spa servicing
- monitor pool water quality
- maintain pool water quality
- apply work health and safety requirements, policies and procedures in the construction industry
- inspect, service and repair aquatic facility plant and equipment
- establish maintenance plans for swimming pools and spas
- drain and acid wash swimming pools and spas
- detect leaks in swimming pools and spas.

## Regulation and licensing requirements implications for implementation

11 of the 12 real estate skill sets have been developed to align with licensed outcomes in jurisdictions that license these activities.

| Code | Title |
|---|---|
| CPPSS00065 | Residential Property Sales |
| CPPSS00066 | Residential Property Management |
| CPPSS00067 | Property Management Business Development |
| CPPSS00068 | Auctioneering |
| CPPSS00069 | Buyer's Agent |
| CPPSS00070 | Onsite Property Management |
| CPPSS00071 | Commercial Sales and Leasing |
| CPPSS00072 | Commercial and Property Management |
| CPPSS00073 | Business Broking |
| CPPSS00074 | Stock and Station, Stock |
| CPPSS00075 | Stock and Station, Station |

| **Licensing requirements: Real Estate** | |
|---|---|
| **Jurisdiction** | **Licensing authority** |
| Australian Capital Territory (ACT) | ACT Government, Access Canberra<br>https://www.accesscanberra.act.gov.au |
| New South Wales (NSW) | Department of Fair Trading, New South Wales<br>https://www.service.nsw.gov.au/ |
| Northern Territory (NT) | Northern Territory Government<br>https://nt.gov.au/ |
| Queensland (Qld) | Queensland Government<br>https://www.qld.gov.au/ |
| South Australia (SA) | South Australia Government<br>https://www.sa.gov.au/ |
| Tasmania (TAS) | Property Agents Board of Tasmania<br>http://www.propertyagentsboard.com.au/ |

| | |
|---|---|
| Victoria (Vic) | Department of Consumer Affairs<br>https://www.consumer.vic.gov.au/ |
| Western Australia (WA) | Government of Western Australia, Department of Mines, Industry Regulation and Safety<br>https://www.commerce.wa.gov.au/ |

Regulators are recommended to update their licensing frameworks to align licensing requirements with these real estate skill sets.

Implementation timelines may vary as states and territories will need to review and update regulatory requirements.

Existing license holders should not be impacted by these changes.

**Security**

Six skill sets have been developed to align with license endorsements in jurisdictions that license these activities:

| Code | Title |
|---|---|
| CPPSS00059 | Baton and Handcuffs Endorsement |
| CPPSS00060 | Canine Endorsement |
| CPPSS00061 | Cash-in-Transit Endorsement |
| CPPSS00062 | Control Room Operations Endorsements |
| CPPSS00063 | Firearms Endorsement |
| CPPSS00064 | Monitoring Centre Operations Endorsements |

Regulators should consider updating their licensing frameworks to align licensing requirements with these security skill sets.

Implementation timelines may vary as states and territories will need to review and update regulatory requirements. Existing license holders should not be impacted by these changes.

| **Licensing requirements: Security Operations** | |
|---|---|
| **Jurisdiction** | **Licensing authority** |
| Australian Capital Territory (ACT) | Office of Regulatory Services<br>https://link.fsdf.org.au/agency/office-regulatory-services |
| New South Wales (NSW) | Security Licensing & Enforcement Directorate<br>https://www.police.nsw.gov.au/online_services/security_licensing_and_enforcement_directorate |
| Northern Territory (NT) | Department of Business<br>https://business.nt.gov.au/ |
| Queensland (Qld) | Office of Fair Trading |

| | |
|---|---|
| | https://www.qld.gov.au/law/fair-trading |
| South Australia (SA) | Consumer and Business Services<br>https://www.cbs.sa.gov.au/ |
| Tasmania (TAS) | Department of Consumer Affairs and Fair Trading<br>https://www.cbos.tas.gov.au/home |
| Victoria (Vic) | Victorian Police Department Licensing and Regulation Division<br>http://www.police.vic.gov.au/content.asp?Document_ID=114 |
| Western Australia (WA) | WA Police Licensing and Regulation (Security)<br>https://www.police.wa.gov.au/About-Us/Our-agency/Police-Licensing-Services/Security |

**Cleaning**

Cleaning is not a licensed occupation.

**Pest management**

Pest management is a licensed occupation, where the minimum requirement for operating as an independent pest manager in all jurisdictions except Western Australia (WA) is the attainment of the skill set CPPSS00046 Manage non-timber pests.

There are two other skill sets used for licensing and these are:

- CPPSS00045 Manage complex fumigation operations
- CPPSS00047 Manage timber pests.

Many people employed in the pest management industry will attain one or more of these skill sets, depending on the core business of the company employing them, or if entering into the sector themselves, on which services they wish to offer as an owner–operator.

The use of these skill sets for licensing sub-sectors of the industry goes some way to explaining the relatively low enrolment and completion figures for the Certificate III in Pest Management compared to the number of companies and technicians operating in the pest management sector.
Western Australia allows for a person who has achieved competence in the unit *CPPPMT3006 Manage pests by applying pesticides* to obtain a provisional licence. This provisional licence is valid for 12 months - to continue to practise as a pest management technician, provisional licence holders in WA must achieve the Certificate III in Urban Pest Management (13 units of competency) over twelve months.

It is recommended that CPP Property Services Training Package users contact the relevant state or territory department/s to confirm regulatory and licensing requirements that may apply.

| **Licensing requirements: Pest management** | |
|---|---|
| **Jurisdiction** | **Licensing authority** |
| Australian Capital Territory (ACT) | ACT Territory and Municipal Services<br>http://www.tams.act.gov.au |
| New South Wales (NSW) | Work Cover NSW<br>http://www.workcover.nsw.gov.au |

| | |
|---|---|
| Northern Territory (NT) | Department of Health<br>http://www.health.nt.gov.au |
| Queensland (Qld) | Queensland Building and Construction Commission<br>http://www.qbcc.qld.gov.au<br>Queensland Health<br>http://www.health.qld.gov.au |
| South Australia (SA) | SA Health<br>http://www.sahealth.sa.gov.au |
| Tasmania (TAS) | Department of Primary Industries, Parks, Water and Environment<br>http://dpipwe.tas.gov.au |
| Victoria (Vic) | Department of Human Services<br>http://www.dhs.vic.gov.au/home |
| Western Australia (WA) | Department of Health<br>http://ww2.health.wa.gov.au |

**Surveying and spatial information**

There is currently no common licensing regime in Australia for the use of spatial data. Government agencies, individual organisations and businesses have their own separate agreements and licensing arrangements in place.

Cadastral and mining surveying are licensed activities with regulatory requirements differing across the states and territories. It is recommended that CPP Property Services Training Package users contact the relevant state or territory regulatory authorities to confirm regulatory and licensing requirements that may apply.

| **Licensing Requirements: Surveying and Spatial Information Services** | |
|---|---|
| **Jurisdiction** | **Licensing Authority** |
| Australian Capital Territory (ACT) | **Surveying licensing**<br>Registration is compulsory for cadastral surveyors in the ACT under the Surveying Act 2007. Surveyors are registered with the NSW Board of Surveying and Spatial Information and registration is transferred to the ACT upon application.<br>**Regulatory authority**<br>ACT Planning and Land Authority<br>Ground Floor South, Dame Pattie Menzies House<br>16 Challis Street, Dickson ACT 2602<br>T: 02 6207 1923<br>W: www.planning.act.gov.au |
| New South Wales (NSW) | **Surveying licensing**<br>The Board of Surveying and Spatial Information of NSW is constituted under the Surveying Act 2002 to provide for the registration of land and mining surveyors, to regulate the making of surveys and to advise the Minister on spatial information. |

| | |
|---|---|
| | Registration is available for land surveying (cadastral, land and town planning) and mine surveying. A surveying technician or survey assistant is not required to be registered while working under the supervision of a registered surveyor.<br>**Regulatory authority**<br>Board of Surveying and Spatial Information of NSW<br>PO Box 143, Bathurst NSW 2795<br>T: 02 6332 8238<br>E: bossi@lpi.nsw.gov.au<br>W: www.bossi.nsw.gov.au |
| Northern Territory (NT) | **Surveying licensing**<br>The Surveyors Board of the Northern Territory is constituted under Section 8 of the Licensed Surveyors Act to regulate the practice of land boundary surveying and the registration of land boundary surveyors.<br>Registration is compulsory for cadastral surveyors. As in other jurisdictions, a surveying technician or survey assistant is not required to be registered while working under the supervision of a registered surveyor.<br>**Regulatory authority**<br>Surveyors Board of the Northern Territory<br>GPO Box 1154, Darwin NT 0801<br>T: 08 8999 1826<br>W: www.surveyorsboard.nt.gov.au/ |
| Queensland (Qld) | **Surveying licensing**<br>The Surveyors Board Queensland is constituted under Section 7 of the Surveyors Act 2003. It keeps a register of surveyors who have been assessed as competent. Registered surveyors are required to adhere to a Code of Practice.<br>Registration is compulsory for cadastral surveyors. As in other jurisdictions, a surveying technician or survey assistant is not required to be registered while working under the supervision of a registered surveyor.<br>**Regulatory authority**<br>Surveyors Board Queensland<br>PO Box 656, Spring Hill QLD 4000<br>T: 07 3839 7744<br>E: admin@sbq.com.au<br>W: http://sbq.com.au/ |
| South Australia (SA) | **Surveying licensing**<br>The Surveyors Board of South Australia is a sub-committee of the Institution of Surveyors Australia. It is responsible for the registration or licensing of land boundary surveyors under the Survey Act 1992 of South Australia.<br>Registration is compulsory for cadastral surveyors. As in other jurisdictions, a surveying technician or survey assistant is not required to be registered while working under the supervision of a registered surveyor.<br>**Regulatory authority**<br>Surveyors Board of South Australia |

| | |
|---|---|
| | GPO Box 1349, Adelaide SA 5001<br>T: 08 8212 0343<br>E: board@isasa.org.au<br>W: www.surveyorsboardsa.org.au/ |
| Tasmania (TAS) | **Surveying licensing**<br>The Tasmanian Land Surveyors Accreditation Board (TLSAB) is the body that assesses the professional competence of a person seeking registration to practise as a land surveyor under the provisions of the Surveyors Act 2002. The requirements for registration as a land surveyor are stipulated in the Surveyors Regulations 2003.<br>As in other jurisdictions, registration is compulsory to undertake cadastral surveying but not required for surveying technicians or survey assistants while working under the supervision of a registered surveyor.<br>**Regulatory authority**<br>Tasmanian Land Surveyors Accreditation Board<br>GPO Box 1194, Hobart TAS 7001<br>T: 03 6272 2034<br>E: tlsab@istas.asn.au<br>W: www.tassurveyorsboard.org.au/tlsab.nsf |
| Victoria (Vic) | **Surveying licensing**<br>In Victoria, a surveyor who performs cadastral surveys must be licensed under the Surveying Act 2004 and be registered with the Surveyors Registration Board of Victoria. Cadastral surveying is the process of determining the legal boundaries of property. A licensed surveyor is the only person legally entitled to undertake such a survey.<br>If you are registered as a licensed surveyor in another jurisdiction (national or international), you may apply for registration in Victoria under the Mutual Recognition Act 1992 or via the Overseas Qualifications Unit (OQU).<br>**Regulatory authority**<br>Surveyors Registration Board of Victoria<br>Level 17, 570 Bourke Street, Melbourne VIC 3001<br>T: 03 8636 2555<br>E: info@surveyorsboard.vic.gov.au<br>W: www.surveyorsboard.vic.gov.au/ |
| Western Australia (WA) | **Surveying licensing**<br>In Western Australia, a surveyor who performs cadastral surveys must be licensed under the Licensed Surveyors Act 1909 and registered with the Land Surveyors Licensing Board of Western Australia.<br>As in other jurisdictions, registration is compulsory to undertake cadastral surveying but not required for surveying technicians or survey assistants while working under the supervision of a registered surveyor.<br>**Regulatory authority**<br>Land Surveyors Licensing Board of Western Australia<br>PO Box 2222, Midland WA 6936<br>T: 08 9273 7104<br>W: www.lslb.wa.gov.au |

**Strata management industry**

The licensing requirements for strata managers differ in each state and territory and are summarised in the table below.

The regulatory departmental names and contact details provided in the table below are subject to change, and users are advised to check with the source.

It is recommended that CPP Property Services Training Package users contact the relevant state or territory department/s to confirm regulatory and licensing requirements that may apply.

| **Licensing requirements: Strata Community Management** | |
|---|---|
| **Jurisdiction** | **Licensing Authority** |
| Australian Capital Territory (ACT) | Office of Regulatory Services<br>http://www.ors.act.gov.au/<br>ACT does not have occupational licensing requirements for strata managers. |
| New South Wales (NSW) | NSW Office of Fair Trading<br>http://www.fairtrading.nsw.gov.au/<br>NSW has occupational licensing requirements for strata managers. |
| Northern Territory (NT) | Department of Justice<br>http://www.nt.gov.au/justice/licenreg<br>NT has occupational licensing requirements for strata managers. |
| Queensland (Qld) | Office of Fair Trading<br>http://www.fairtrading.qld.gov.au/property-agents-managers.htm<br>Qld does not have occupational licensing requirements for strata managers. |
| South Australia (SA) | Office of Consumer and Business Affairs<br>http://www.ocba.sa.gov.au/<br>SA does not have occupational licensing requirements for strata managers. |
| Tasmania (TAS) | Property Agents Board<br>http://www.propertyagentsboard.com.au/<br>Tas does not have occupational licensing requirements for strata managers. |
| Victoria (Vic) | Business Licensing Authority<br>http://www.bla.vic.gov.au/<br>Vic does not have occupational licensing requirements for strata managers. |
| Western Australia (WA) | Consumer Protection, Department of Commerce<br>https://www.commerce.wa.gov.au/consumer-protection/licences-and-registrations |

| | |
|---|---|
| | WA does not have occupational licensing requirements for strata managers. |

In addition to specific regulatory or licensing requirements for working as strata community manager, companies and personnel must comply with environmental, industrial and work health and safety legislation and regulations.

**Swimming pool and spa service**

The licensing requirements for swimming pool and spa service differ in each state and Territory and are summarised in the table below.

The regulatory departmental names and contact details provided in the table below are subject to change, and users are advised to check with the source.

It is recommended that CPP Property Services Training Package users contact the relevant state or territory department/s to confirm regulatory and licensing requirements that may apply.

| **Industry Bodies and Associations: Swimming Pool & Spa Service** | |
|---|---|
| **Organisation** | |
| Swimming Australia: www.swimming.org.au | |
| Swimming Pool and Spa Association (SPASA): www.spasa.com.au | |
| **Jurisdiction** | **Association** |
| New South Wales | www.spasa.org.au |
| South Australia | www.spasaadelaide.com.au |
| Victoria | www.spasavic.com.au |
| Western Australia | www.spasawa.com.au |
| **Regulators** | |
| Australian Building Codes Board (ABCB): www.abcb.gov.au | |
| **Jurisdiction** | **Regulator** |
| NSW | Planning & Infrastructure: www.planning.nsw.gov.au<br>Division of Local Government, Department of Premier & Cabinet: www.dlg.nsw.gov.au |
| VIC | Victorian Building Authority: www.vba.vic.gov.au<br>State Government of Victoria |
| SA | Government of South Australia<br>Department of Planning and Local Government - Planning in South Australia<br>Website: www.planning.sa.gov.au<br>Department of Planning, Transport and Infrastructure - Office of Local Government<br>Website: https://dpti.sa.gov.au/local_govt |
| WA | Government of Western Australia<br>Department of Regional Development<br>Website: www.drd.wa.gov.au<br>Department of Local Government and Communities |

| | |
|---|---|
| | Website: dlgc.wa.gov.au |
| **QLD** | Queensland Government<br>Department of Local Government, Racing and Multicultural Affairs<br>Website: www.dlgrma.qld.gov.au<br>Queensland Building and Construction Commission<br>Website: http://www.qbcc.qld.gov.au/home-building-owners/pool-safety/overview |
| **TAS** | Tasmania Government<br>Department of Justice - Planning<br>Website: www.wst.tas.gov.au/industries/building<br>Department of Premier and Cabinet - Local Government Division<br>Website: www.dpac.tas.gov.au/divisions/lgd |
| **ACT** | ACT Government<br>ACT Planning & Land Authority<br>Website: www.actpla.act.gov.au |
| **NT** | Northern Territory Government<br>Department of Infrastructure, Planning and Logistics<br>Website: https://dipl.nt.gov.au/<br>Department of Housing and Community Development<br>Website: https://dhcd.nt.gov.au/ |

The table below provides details about Standards that may be of interest to those within the private pools and spas industry, including:

- Australian Standards and safety
- Workplace occupational health and safety
- Water and energy conservation
- National training and licensing standards.

*This is not an exhaustive list and users should also check with their local regulator and licensing authority.

| **Standards Guide: Swimming Pool & Spa Service** |
|---|
| **Building Contracts** |
| Australian building contracts are covered by:<br>• AS 2124, 2125, 2127 General conditions of contract - Annexures series<br>• AS 4000 General conditions of contract series<br>• AS 4300 General conditions of contract for design and construct series<br>• AS 4902 General conditions of contract for design and construct series |
| **Manufacturing and Installation** |
| Manufacturers and installers of spa baths should conform to the requirements outlined in AS 3861-1991 (R2016) Spa baths and AS 2610.2-2007 (R2016) Spa pools - Private spas. |
| **Electrical Equipment** |
| Electrical equipment used with spas should be installed by following the details that are included in AS/NZS 3000:2018, Electrical installations (known as the Australian/New Zealand Wiring Rules).<br>A table providing information on zoning and ingress protection levels for electrical equipment used with pools and spas is also included in this Standard. |

| Filtration Equipment |
| --- |
| Filtration equipment, outlet devices and skimmer boxes used with pools and spas should be designed and installed by following the information in AS 2610.2-2007 Spa pools - Private spas and AS 1926.3-2010 Swimming pool safety - Water recirculation systems.<br>Diagrams illustrating recommended dimensions for skimmer boxes are also included in AS 1926.3-2010 Swimming pool safety - Water recirculation systems.<br>These Standards cover product safety requirements for fittings that are supplied with pools and spas.<br>Information about details for filtration systems, outlet devices and pumps used with large public pools and spas is included in HB 241-2002 Water Management for Public Swimming Pools and Spas. |
| **Plumbing Fittings** |
| Plumbing products and fittings with swimming pools and spas should be installed by following the information that is included in AS/NZS 3500.1:2003 Plumbing and drainage - Water services and AS/NZS 3500.4:2003 Plumbing and drainage - Heated water services. These Standards are also available as AS/NZS 3500 (Set):2003 Plumbing and drainage Set. |
| **Fences for Pools and Spas** |
| Barriers designed to prevent young children entering pools and spas should be manufactured following the information that is included in AS 1926.1-2007 Swimming pool safety - Safety barriers for swimming pools. This Standard specifies requirements for the design, construction and performance of fences, gates, retaining walls, windows, door sets, and balconies intended to form a barrier that will restrict the access of young children to swimming pools.<br><br>Information about the options for the location of safety barriers intended to restrict access to swimming pools is included in AS 1926.2-2007 Swimming pool safety - Location of safety barriers for swimming pools. This Standard may be regulated in different ways by state and territory building regulators. |
| **Pool Safety** |
| Ladders and diving boards used with pools and spas should be designed to meet the requirements described in AS 2818-1993 Guide to swimming pool safety. General information about safety and maintenance requirements for pools and spas is also included in this Standard.<br>Flotation aids used to assist persons with swimming should be tested to the requirements covered in AS 1900-2002 Flotation aids for water familiarization and swimming tuition.<br><br>Water safety signs placed near pools and spas should follow the recommendations in:<br>• AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas (ISO 20712-1:2008, MOD)<br>• AS/NZS 2416.3:2010 Water safety signs and beach safety flags - Guidance for use. |
| **Water Quality Levels** |
| Information about recommended chlorination levels for private pools and spas are included in AS 3633-1989 Private swimming pools - Water quality. A table listing properties for different types of water sanitising products is also included in this Standard.<br><br>Information about recommended water quality requirements for public pools and spas is included in HB 241-2002 Water Management for Public Pools and Spas. Detailed information about types of equipment that may be used to determine water quality is also included in this Handbook. |

| |
|---|
| Water quality levels can also be assessed by following the types of tests included in the AS/NZS 4276 Water microbiology Series. |
| **Storing Chemicals** |
| Large quantities of corrosive substances may be stored by owners and operators of pools and spas. These types of dangerous goods should be stored by following the information that is included in AS 3780 - 2008 The storage and handling of corrosive substances.<br>There may also be circumstances where different classes of chemicals (dangerous goods) are stored in the one location. In these cases, the storage requirements described in AS/NZS 3833:2007 The storage and handling of mixed classes of dangerous goods in packages and intermediate bulk containers can be followed. |
| **Disability Access** |
| Administrators, designers and owners of public pools and spas should ensure persons with disabilities have equal and unimpeded access to facilities. This can be achieved by following the information that is included in AS 1428.1-2009 Design for access and mobility - General requirements for access - New building work.<br><br>This Standard includes diagrams illustrating required circulation spaces and building access (including the use of ramps, handrails and stairs) for people with disability.<br><br>Tactile ground surface indicators used to assist people with visual impairment should be designed and located by following the information in AS 1428.4.1-2009 Design for access and mobility - Means to assist the orientation of people with vision impairment - Tacticle ground surface indicators. |

# Implementation information

## Information on the key features of the training package and the industry that will impact on the selection of training pathways

To meet the demands of industry and the requirements of VET stakeholders, training packages and the qualifications and units they contain are subject to change.

Training Packages are version controlled and users are advised to check training.gov.au for the latest version of CPP Property Services Training Package.

From 2015 onwards, further versions of this Training Package will be released as more qualifications, skill sets, and units of competency are transitioned into CPP from CPP07.

**Training and assessment pathways**

Pathways generally define a path or sequence of learning or experiences that can be followed to attain competency. They are not mandatory and may vary depending on the qualification or training program and the needs of the learner. They should be based on the learner's education and experience and the needs of the workplace as required.

Assessment by any pathway must comply with the assessment requirements associated with the unit of competency and the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

**Maintaining currency in the property services training package**

To effectively deliver and assess against Property Services Training Package units of competency, trainers and assessors will need to maintain currency of knowledge, skills and industry experience.

It is strongly recommended that to maintain their vocational currency, trainers and assessors should have undertaken work experience or professional development related to the industry sector for the respective qualification within the past two years.

**Assessment conditions**

The assessment requirements document that relates to each CPP Property Services Training Package unit of competency contains an *Assessment Conditions* section that lists a range of requirements for assessment, typically under the following categories:

- equipment
- materials
- specifications
- relationships with team member and supervisor
- relationship with clients.

Where training and assessment are conducted in a real work site, safety and workplace induction requirements for RTO staff and learners may apply. In these situations, RTOs must ensure that any requirements to access and operate on the worksite are met. This may include the safe handling and operation of plant, equipment and materials. When training and assessment are conducted in a

close simulation to the workplace, RTOs are also required to follow safety requirements related to the simulated worksite.

## Industry sectors and occupational outcomes of qualifications

The table below details the sectors covered in the CPP Property Services Training Package.

| **Industry Sectors Covered in CPP Training package** | |
|---|---|
| **Competency Field** | **Code Identifier** |
| Building Design | BDN |
| Cleaning Operations | CLO |
| Common | CMN |
| Pest Management | PMT |
| Real Estate | REP |
| Security Operations | SEC |
| Strata Community Management | DSM |
| Surveying and Spatial Information Services | SIS |
| Swimming Pool and Spa Service | SPS |

**Occupational outcomes**

Qualifications in Training Packages are usually aligned to occupational outcomes for each of the industry-specific sectors.

| **Occupational Outcomes of CPP Qualifications** | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| CPP20116 Certificate II in Surveying and Spatial Information Services | This qualification applies to those undertaking pre-vocational programs or entering the workforce and working under close supervision and possibly assisting in simple surveying or spatial information services activities.<br><br>They can operate in the field and may use a computer to assist in collecting, storing and retrieving basic spatial data. | No licensing, legislative, regulatory, or certification requirements apply to this qualification at the time of endorsement. |
| CPP20617 Certificate II in Cleaning | This qualification reflects the role of individuals who have a defined and limited range of cleaning operational skills and basic industry knowledge. They are mainly involved in routine and repetitive tasks and work under supervision. | No licensing, legislative, regulatory, or certification requirements apply to this qualification at the time of endorsement. |

| Occupational Outcomes of CPP Qualifications | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| | This qualification provides a pathway to further learning and work in various cleaning roles and settings including but not limited to:<br><br>• administration, support and correctional services;<br>• health care and social assistance;<br>• accommodation and food services, and<br>• education and training. | |
| CPP20218 Certificate II in Security Operations | This qualification reflects the role of a security officer, responsible for maintaining safety and security by patrolling, protecting or guarding property while unarmed, and screening entry, monitoring behaviour and removing persons from premises.<br>This qualification is intended to align with the occupational licencing outcomes of an unarmed guard or crowd control security officer. | Licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication. |
| CPP30115 Certificate III in Urban Pest Management | This qualification reflects the roles of pest management technicians who identify common urban pests, assess pest problems, consider pest management options, develop pest management plans, liaise with customers and implement pest management strategies.<br><br>In most cases, the technician will work alone and have responsibility for managing chemicals and equipment used in pest management as well as for a pest management vehicle, including the vehicle storage area. In the case of complex or high-risk operations the technician may work as part of a team. | Licensing, legislative, regulatory or certification requirements apply to pest management in all states and territories.<br><br>Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |
| CPP30216 Certificate III in Surveying and Spatial Information Services | This qualification reflects the role of surveying or spatial information assistants. These people provide support under supervision to a surveying and spatial information services team. | Licensing, legislative, regulatory or certification requirements apply in some States where cadastral and mining surveying must be undertaken under the |

| Occupational Outcomes of CPP Qualifications | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| | They perform a range of duties, from collecting basic spatial data and providing field support services, to simple drafting and map production. | supervision of a registered surveyor.<br><br>Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |
| CPP30316 Certificate III in Cleaning Operations | This entry level qualification into the cleaning industry reflects the role of Cleaning Operators responsible for undertaking a range of routine and non-routine tasks according to work schedules, liaising with clients and in some cases members of the public, and operating in a range of general residential and commercial settings as well as specialist cleaning environments.<br><br>Cleaning Operators typically work alone or under limited supervision and have responsibility for selecting, preparing and using appropriate cleaning methods for a range of cleaning situations while ensuring safe work practices. | No licensing, legislative, regulatory, or certification requirements apply to this qualification at the time of endorsement. |
| CPP30416 Certificate III in Strata Community Management | This qualification reflects the role of those involved in working in administrative and support roles in the strata community management sector.<br><br>In most situations, the individual will work as part of a strata community management team and will assist with the administration of strata communities by facilitating meetings of strata community members, monitoring the condition of building facilities and maintaining financial records associated with the management of strata communities. | Licensing, legislative, regulatory or certification requirements apply to strata community management in some states and territories.<br><br>Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |
| CPP31218 Certificate III in Swimming Pool and Spa Service | This is an entry level<br>Qualification that provides the competencies required by swimming pool and spa technicians to routinely | No licensing, legislative, regulatory, or certification requirements apply to this qualification at the time of endorsement. |

| Occupational Outcomes of CPP Qualifications | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| | maintain swimming pools and spas in domestic, commercial and public settings | |
| CPP31318 Certificate III in Security Operations | This qualification reflects the role of a security officer, responsible for maintaining safety and security by patrolling, protecting and guarding property, and screening entry, monitoring behaviour and removing persons from premises. Occupational titles include security officer, unarmed guard or crowd controller. | Licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication. |
| CPP31418 Certificate III in Close Protection Operations | This qualification reflects the role of a close protection operative who is responsible for providing security services to protect the safety and security of principals who may be celebrities, political figures, very important persons (VIPs) or other persons requiring close protection services. This qualification provides an occupational licence outcome of a close protection operative. | Licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication. |
| CPP31519 Certificate III in Real Estate Practice | This qualification reflects the role of administration staff within the real estate sector of the property services industry who apply knowledge of agency procedures, forms and documents; knowledge of customer service standards and customer expectations; knowledge of real estate services and technical processes to support real estate agency operational functions.<br><br>Occupational titles include:<br>• Real Estate Agent Office Assistant<br>• Real Estate Sales Assistant<br>• Assistant Property Manager<br>• Marketing and Administration Assistant. | Licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication. |
| CPP40115 Certificate IV in Building Design Drafting | This entry level qualification into the building design industry provides building design drafters with the | Drafts person<br>Assistant Building Designer<br>Licencing, legislative, regulatory certification |

| Occupational Outcomes of CPP Qualifications | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| | competencies required to support building designers or architects.<br>Building design drafters may work on a wide range of building design projects, including high rise commercial projects, under the supervision and instruction of an appropriately licenced or accredited architect or building designer.<br><br>The role of the drafter includes using BIM-capable current industry standard building design software to produce drawing and documentation required by clients and stakeholders, and for the planning and building authorisation processes. It also involves research and applying relevant information including drawings and reports from other construction professional and compliance requirements relevant to specific to projects.<br><br>The drafter also provides administrative support to the design team, including data collection and storage and file management | requirements may apply to building design drafting in different states and territories.<br><br>In some jurisdictions, a certificate IV in Building Design Drafting may lead to licencing to perform some types of building design work.<br>Candidates are advised to consult with the relevant regulatory authorities. |
| CPP40216 Certificate IV in Surveying | This qualification reflects the role of surveying technicians who work under supervision to support a surveying team.<br><br>They perform a range of duties using surveying tools and equipment, including total stations and global navigation satellite systems (GNSS). | Surveying Technician<br>Surveyor's Assistant<br>Licensing, legislative, regulatory or certification requirements apply in some States where cadastral and mining surveying must be undertaken under the supervision of a registered surveyor.<br><br>Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |
| CPP40316 Certificate IV in Spatial Information Services | This qualification reflects the role of geographic information systems (GIS) technicians who work under supervision to support a spatial information services team. | GIS Assistant<br>Town Planning Assistant<br>Mapping Assistant |

| Occupational Outcomes of CPP Qualifications | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| | They perform a range of duties using various geospatial technologies including global navigation satellite systems (GNSS) and specialised geospatial software. | No licensing, legislative, regulatory, or certification requirements apply to this qualification at the time of endorsement. |
| CPP40416 Certificate IV in Cleaning Management | This qualification reflects the role of cleaning industry personnel who use well developed skills and a broad knowledge base in a wide variety of cleaning management contexts.<br><br>They may be responsible for wide-ranging operational cleaning management activities and are also responsible for managing staff, providing quotations, planning and overseeing work, and providing customer support. | Cleaning supervisor<br>Cleaning manager<br>No licensing, legislative, regulatory, or certification requirements apply to this qualification at the time of endorsement. |
| CPP40516 Certificate IV in Strata Community Management | This qualification reflects the role of those involved in providing management services for strata communities.<br><br>In most situations, the individual will work independently but may operate as part of a strata community management team. In this role, the person will perform all functions associated with the administration of strata communities, including facilitating meetings of strata community members, administering insurance for strata communities, handling strata community funds, as well as maintaining business records and reporting on the financial activities of strata communities. | Strata Manager<br>Licensing, legislative, regulatory or certification requirements apply to strata community management in some States.<br><br>Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |
| CPP41419 Certificate IV in Real Estate Practice | This qualification reflects the role of real estate professionals who apply knowledge of legal agency and compliance requirements, ethical standards and consumer preferences to conduct real estate functions.<br>This qualification applies to both residential and commercial property, | Licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication. |

| Occupational Outcomes of CPP Qualifications | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| | including business broking, and stock and station transactions.<br><br>Occupational titles include:<br><br>• Auctioneer<br>• Stock and Station Agent<br>• Business Broker, Business Agent, Franchise Broker<br>• Property Manager, Body Corporate Manager<br>• Real Estate Agent<br>• Real Estate Representative, Real Estate Salesperson, Real Estate Sub-agent, Property Portfolio Officer, Buyers' Agent. | |
| CPP50116 Diploma of Surveying | This qualification reflects the role of skilled surveying technicians. These people hold advanced surveying skills, and perform duties involving the carrying out of precise measurements and setting out structures using specialised surveying equipment. | Surveying Technician<br>Licensing, legislative, regulatory or certification requirements apply in some States where cadastral and mining surveying must be undertaken under the supervision of a registered surveyor.<br><br>Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |
| CPP50216 Diploma of Spatial Information Services | This qualification reflects the role of skilled geographic information systems (GIS) technicians.<br><br>They perform advanced data manipulation, including spatial dataset updating and management, and use a range of technologies such as global navigation satellite systems (GNSS) and specialised geospatial software. | No licensing, legislative, regulatory, or certification requirements apply to this qualification at the time of endorsement. |
| CPP50316 Diploma of Strata Community Management | This qualification reflects the role of those involved in managing strata communities.<br>In most situations, the individual will work independently but will usually | Licensing, legislative, regulatory or certification requirements apply to strata community management in some states and territories. |

| Occupational Outcomes of CPP Qualifications | | |
|---|---|---|
| **Qualification** | **Occupational outcome** | **Comments** |
| | also have responsibility for a strata community management team.<br><br>In this role, the person will perform all functions associated with managing strata communities, including assessing and implementing strata community management agreements, analysing and commenting on management reports prepared for strata communities, developing life cycle asset management plans, and implementing maintenance programs for managed properties. | Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |
| CPP51119 Diploma of Property (Agency Management) | This qualification reflects the role of real estate agency principals who apply knowledge of legal agency and compliance requirements, ethical standards and consumer preferences to establish and control real estate agency functions.<br><br>Occupational titles include:<br>• Real Estate Agency Principal<br>• Strata Management Principal<br>• Agency Manager<br>• Agency Director. | Licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication. |
| CPP60116 Advanced Diploma of Surveying | This qualification reflects the role of surveyors. These people carry out highly specialised surveying functions in areas such as mining and engineering construction.<br><br>Duties involve carrying out precise measurements and control surveys relating to complex engineering structures and mine sites using highly specialised surveying equipment. | Licensing, legislative, regulatory or certification requirements apply in some states and territories where cadastral and mining surveying must be undertaken under the supervision of a registered surveyor.<br><br>Relevant state and territory regulatory authorities should be consulted to confirm those requirements. |

## Mandatory entry requirements

Entry requirements are the skills, knowledge and experience required to enter a qualification. These requirements may be expressed in terms of competency from a lower level qualification or

vocational expertise - including job roles - or both.  When entry requirements apply, they must be achieved prior to entering the qualification or being issued the qualification.

Where qualification entry requirements apply, they are stipulated at the beginning of the qualification.

## Pathways advice

The AQF provides a comprehensive, nationally consistent framework for qualifications in post-compulsory education and training in Australia. The framework helps to provide consistency in the VET sector for all trainees, learners, employers and providers by enabling recognition of qualifications and Statements of Attainment.

The framework enables learners to have flexible pathways that can be horizontal (across AQF qualifications at the same level in different industry sectors) and vertical (from qualifications at different levels within the one sector) and eliminates unnecessary and unfair barriers to AQF qualifications

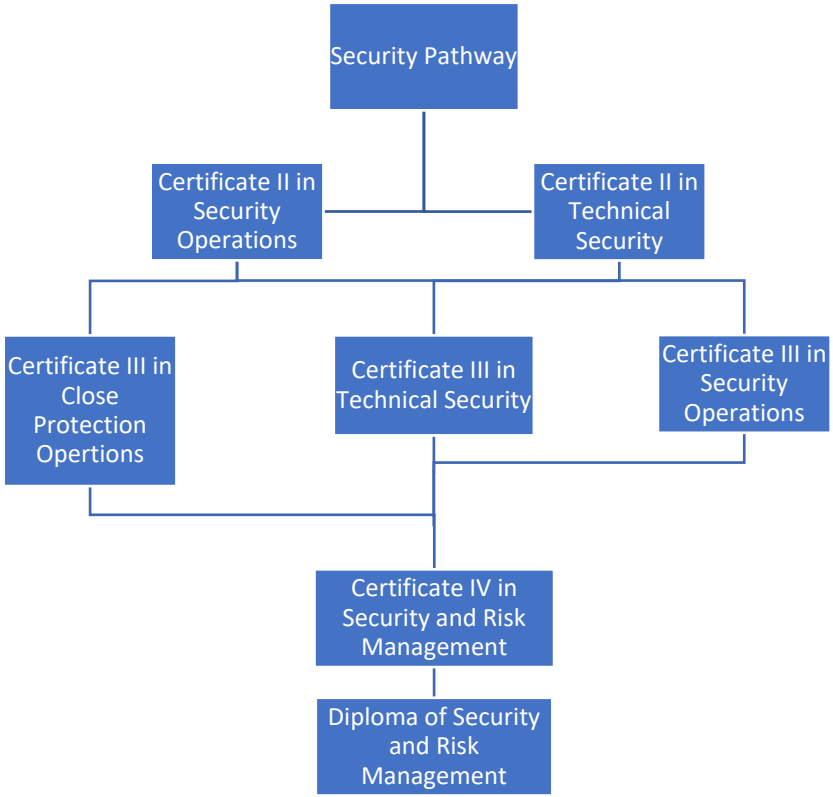
**Real Estate**

The chart below provides an outline of the pathways into and from the CPP Property Service Training Package real estate qualifications.



**Security Operations**

The chart below provides an outline of the pathways into and from the CPP Property Service Training Package security qualifications.



**Swimming pool and spa service**

CPP31218 Certificate III in Swimming Pool and Spa Service is the entry level qualification for the industry; pathways from this qualification are horizontal and cross into other property services industries.

People who have achieved CPP31218 Certificate III in Swimming Pool and Spa Service may wish to enrol directly into CPP41312 Certificate IV in Swimming Pool and Spa Service.

**Cleaning**

The chart below provides an outline of the pathways into and from the CPP Property Service Training Package cleaning qualifications.




**Pest management**

Attainment of a pest management skill set is a pathway into the industry:

- CPPSS00045 Manage complex fumigation operations
- CPPSS00046 Manage non-timber pests
- CPPSS00047 Manage timber pests.

The units achieved in these skill sets are also relevant for the entry level qualification, CPP30115 Certificate III in Urban Pest Management. Pathways from this qualification are horizontal and cross into other property services industries.

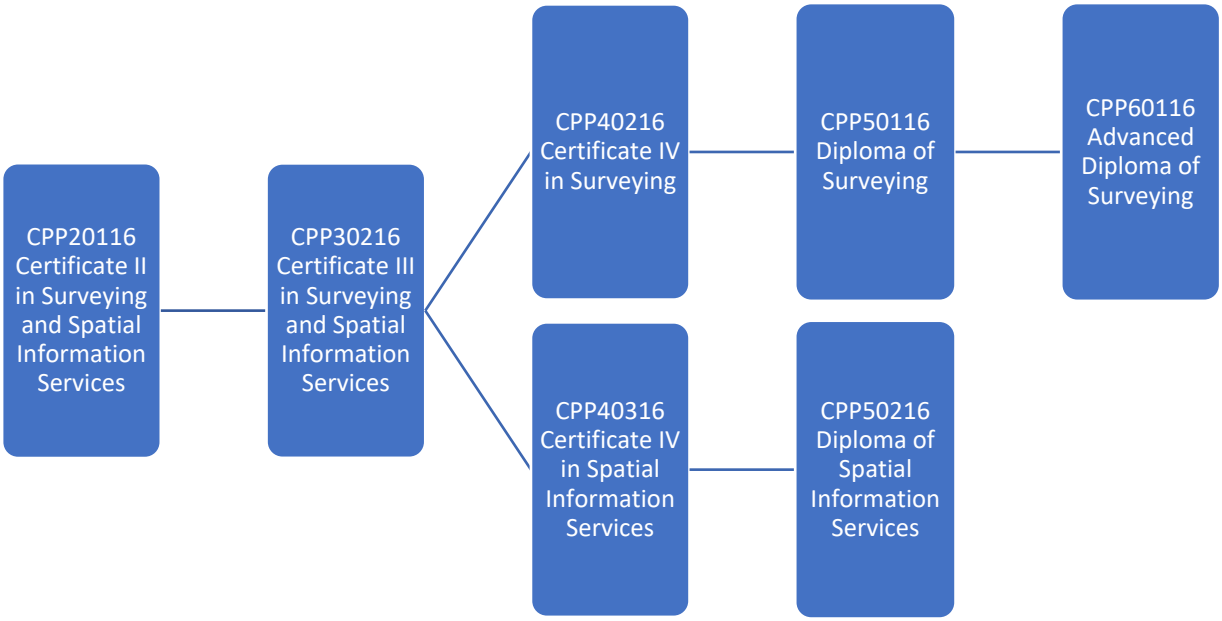
**Surveying and spatial information**

The qualifications' structure for surveying and spatial information services provides formal training pathways from the pre-vocational level at Certificate II, through to the Diploma level for spatial information services, and the Advanced Diploma level for surveying.

CPP20116 Certificate II in Surveying and Spatial Information Services is an induction qualification for the industry and provides entrants with an introduction into work undertaken in both sectors.

In Western Australia, attainment of both CPP50116 and CPP60116 can achieve eligibility for authorisation as a mines' surveyor.

The chart below provides an outline of the pathways into and from the CPP Property Service Training Package surveying and spatial information qualifications.




**Strata management**

CPP30416 Certificate III in Strata Community Management is an entry-level qualification into the strata community management industry. Graduates of CPP30416 could progress to CPP40516 Certificate IV in Strata Community Management, which applies to individuals involved in providing management services for strata communities. To promote pathways into CPP40516, the packaging rules of CPP30416 contain a number of units that are also in the packaging rules of CPP40516.

To progress to senior strata management roles in larger enterprises or establish their own strata community management agencies, it is envisaged that graduates of CPP40516 would undertake CPP50316 Diploma of Strata Community Management.

The chart below provides an outline of the pathways into and from the CPP Property Service Training Package strata management qualifications.




## Credit arrangements with higher education qualifications for the CPP

At the time of endorsement of the CPP Property Services Training Package no national credit arrangements exist between qualifications in this training package and higher education qualifications.

## Access and equity considerations

An individual's access to the learning and assessment processes should not be adversely affected by restrictions placed on the location or context of this learning and assessment beyond the requirements specified in the CPP Property Services Training Package and must be bias-free.

Training Packages must reflect and cater for the increasing diversity of Australia's VET clients and Australia's current and future workforce. The flexibility offered by Training Packages should enhance opportunities and potential outcomes for all learners so that all benefit from a wider national skills base and a shared contribution to Australia's economic development and social and cultural life.

## Reasonable adjustment

It is important that education providers take meaningful, transparent and reasonable steps to consult on, consider and implement reasonable adjustments for learners with specific learning needs.

Under the *Disability Standards for Education 2005*, education providers must make reasonable adjustments for people with a disability to the maximum extent that those adjustments do not cause that provider unjustifiable hardship. While 'reasonable adjustment' and 'unjustifiable hardship' are different concepts and involve different considerations, they both seek to create a balance between the interests of education providers and the interests of all potential learners.

An adjustment is any measure or action that a learner requires because of their disability and which has the effect of assisting the learner to access and participate in education and training on the same basis as those without a disability. An adjustment is reasonable if it achieves this purpose while considering factors such as the nature of the learner's disability, the views of the learner, the potential effect of the adjustment on the learner and others who might be affected, and the costs and benefits of making the adjustment.

An education provider is also entitled to maintain the academic integrity of a course or program and to consider the requirements or components that are inherent or essential to its nature when assessing whether an adjustment is reasonable.

The *Disability Standards for Education 2005* and the *Disability Standards for Education Guidance Notes* can be downloaded at www.education.gov.au/disability-standards-education-2005.

## Foundation skills

Foundation skills are the non-technical skills that support an individual's participation in the workplace, in the community and in education and training.

In this training package (and all training packages developed by Artibus Innovation) the foundation skills incorporate the language, literacy and numeracy (LLN) skills described in the Australian Core Skills Framework (ACSF), and the employability skills described in the Core Skills for Work Developmental Framework (CSfW).

The skills included in these two frameworks are illustrated in the table below.

| Australian Core Skills Framework | Core Skills for Work Developmental Framework |
|---|---|
| • Learning<br>• Reading<br>• Writing | • Navigate the world of work<br>• Manage career and work life<br>• Work with roles, rights, and protocols |

| Australian Core Skills Framework | Core Skills for Work Developmental Framework |
|---|---|
| • Oral Communications<br>• Numeracy<br>• Technological | • Interact with others<br>• Communicate for work<br>• Connect and work with others<br>• Recognise and utilise diverse perspectives<br>• Get the work done<br>• Plan and organise<br>• Make decisions<br>• Identify and solve problems<br>• Create and innovate<br>• Work in a digital world |

Where foundations skills essential to performance in a unit **are explicit**, the following statement will be included under the foundation skills field:

> *'Foundation* skills essential to performance are explicit in the performance criteria of this unit of competency'.

Where foundation skills essential to performance in a unit are **not explicit**, then they will be listed in the foundation skills field in that unit.

## Advice on any health and safety implications in the industry

Where required, work health and safety elements have been addressed in CPP Property Services Training Package qualifications, units of competency and their assessment requirements.

For further information about work health and safety, contact Safe Work Australia (www.safeworkaustralia.gov.au) and/or the relevant state or territory work health and safety regulator.

| **State and Territory Work Health and Safety Regulators** | |
|---|---|
| **State** | **Regulator** |
| Australian Capital Territory (ACT) | www.worksafe.act.gov.au |
| New South Wales (NSW) | www.workcover.nsw.gov.au |
| Northern Territory (NT) | www.worksafe.nt.gov.au |
| Queensland (QLD) | www.worksafe.qld.gov.au |
| South Australia (SA) | www.safework.sa.gov.au |
| Tasmania (TAS) | www.worksafe.tas.gov.au |
| Victoria (VIC) | www.worksafe.vic.gov.au |
| Western Australia (WA) | www.commerce.wa.gov.au/WorkSafe/ |

## Resource and equipment relevant to this training package

The assessment conditions section of the assessment requirements for each unit of competency specifies resources and equipment required for assessment.

## Legal consideration for the learners in the workplace including placements

Legal requirements for learners in the workplace or involved in work experience that apply to industry-specific sectors covered in the CPP Property Services Training Package vary across each state and territory and can change from time to time.

Users should contact the relevant state or territory training authorities provided at the end of this Guide to check if legal requirements apply.

Work placements should always involve appropriate supervision and guidance from individuals in the workplace as well as from RTO trainers and assessors and must adhere to required legislation that applies in the jurisdiction.

Apprenticeships and traineeships are formal training arrangements between an employer and an employee that have been established by a state or territory training authority. Where a qualification is used for an apprenticeship or traineeship, the training must be recognised by the state or territory training authority. This includes the form and registration of indenture.

## Further information relevant to implementing the training package

Where imported units of competency are used as part of CPP Property Services Training Package qualifications, RTOs must consider and meet the specific training and assessment requirements of those imported units and their parent Training Package.

These requirements may include specific legal, work health and safety, resourcing and equipment requirements, as well as unique trainer and assessor requirements, including industry experience.

Candidates receive a statement of attainment acknowledgement for units of competency attained.