



Australian Government

AHCARB407 Supervise and audit tree operations

Release: 1

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Modification History

Release	Comments
Release 1	This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 5.0.

Application

This unit of competency describes the skills and knowledge required to supervise and audit tree operations on an arboriculture work site in accordance with existing tree hazard evaluation and pruning specification documentation.

The unit applies to individuals who work in arboriculture and apply specialist skills to provide solutions to technical and unpredictable problems. They work autonomously, instruct and monitor the work of others within a team. They use discretion and judgment in the selection, allocation and use of available resources.

Legislation, regulations and by-laws relating to the treatment and removal of trees apply in some states and territories.

Pre-requisite Unit

Nil

Unit Sector

Arboriculture (ARB)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare site and equipment	1.1 Confirm tree operations, schedule of works and desired outcomes with client brief and arborist specifications 1.2 Undertake a site-specific job safety analysis (JSA), record and implement control measures according to workplace safety procedures 1.3 Assess site access conditions for equipment and personnel 1.4 Ensure pruning tools, equipment and machinery comply with

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	operation specification, planned works and site assessment
2. Supervise and monitor tree operations	2.1 Monitor site establishment and compliance with site and tree operation specifications 2.2 Review and confirm tree condition against tree assessment report 2.3 Document specification for tree operation works 2.4 Communicate tree operation works and specification to work team and verify understanding 2.5 Conduct safety audit of work team, equipment and machinery and document outcomes 2.6 Monitor compliance with safety procedures during tree operation work
3. Supervise and monitor work team operations and performance	3.1 Monitor work team operational activities 3.2 Identify and resolve work-related issues within work team 3.3 Conduct work team member performance reviews 3.4 Provide feedback to work team members on performance 3.5 Issue rectification notices where performance is below expectations 3.6 Promote work team improvement through professional development activities 3.7 Document work team operational performance according to workplace procedures
4. Audit and report tree operations	4.1 Monitor tree operations for compliance to specifications and Australian standards 4.2 Estimate and record progress of tree operations against specifications and scheduled works 4.3 Review quality of completed tree works against specifications and Australian standards 4.4 Identify and record incomplete and substandard pruning works 4.5 Implement rectification procedures to resolve incomplete and substandard tree works 4.6 Record and report results of tree operations audit according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Interpret plans and specifications to extract critical information on tree work performance requirements and for instructing and monitoring work activity
Writing	Create, edit and proofread specifications for tree operations work, ensuring clarity of meaning, and accuracy and consistency of information
Oral communication	Use active listening, open questions, and effective verbal and non-verbal signals when providing feedback and communicating job requirements

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCARB407 Supervise and audit tree operations	AHCARB402 Supervise and audit tree operations	Prerequisite units removed Elements and performance criteria clarified Foundation skills added Assessment requirements updated	Equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>

Assessment Requirements for AHCARB407 Supervise and audit tree operations

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has on at least one occasion demonstrated the ability to supervise and audit tree operations on an arboriculture work site with no less than 2 team members and has:

- confirmed tree operations specifications with client brief and arborist and communicated and verified understanding with work team
- conducted a safety audit and analysis of site, tree operations, work team, equipment and machinery against safety procedures
- assessed site access conditions for equipment and personnel and ensured pruning tools, equipment and machinery complied with specification
- monitored site establishment, reviewed tree assessment report and confirmed tree operational works against specifications and standards
- monitored work team activity and tree operations and provided appropriate feedback
- identified and resolved issues of poor performance and non-compliance
- estimated and recorded progress of tree operations against planned works and reviewed completed works against quality standards
- recorded and reported tree operation audit outcomes.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- site-specific hazards, risks and controls and the role of the JSA, including:
 - work health and safety hazards
 - work health, safety, site, environmental and traffic control measures
 - hazards and hazardous site conditions
 - safe use and operation of pruning tools, equipment and machinery

- preferred industry practices (as outlined in the Companion Volume) relating to tree operations
- basic safety auditing procedures for personal protection standards and recording and reporting procedures for breaches in safety
- documenting and interpretation of tree operations specifications, including:
 - compliance with Australian standards
 - compliance to specifications
 - types of tree work and expected standards
- supervising an arboriculture site establishment, including:
 - conformance to requirements
 - communications strategies for work teams and the role of toolbox meetings
 - tree evaluation and expected impact on worksite activities
- staff performance review procedures, including:
 - feedback process and the benefits of positive feedback
 - communicating and dealing with poor performance and the use of improvement notices
- work team performance improvement strategies, including professional development
- auditing quality of pruning works
- work team member performance management, including:
 - attendance and punctuality
 - conflict
 - breaches in safety procedures
 - dealing with drug and alcohol abuse
- record keeping and reporting procedures for tree operations, including:
 - digital images and role in recording performance and compliance
 - mandatory and workplace-specific documentation and reporting.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - access to active arboriculture work site with work team and tree operations, or environment that accurately represents workplace conditions
- resources, equipment and materials:
 - computer and software for accessing information and documenting outcomes
 - digital image capture device for recording outcomes
- specifications:
 - workplace procedures, instructions and arborist specifications for tree operations
 - preferred industry practices (as outlined in the Companion Volume) relating to tree operations

- relationships:
 - client and work team.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. In particular, assessors must have:

- arboriculture vocational competencies at least to the level being assessed
- current arboriculture industry skills directly relevant to the unit of competency being assessed.

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