



Australian Government

AHCARB510 Specify and audit tree work

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 review and audit arboriculture operations for tree establishment, restoration, repair, protection, tree pruning, tree support systems and removal works and produce specifications required to rectify identified non-compliance.

The unit applies to individuals who work in arboriculture and analyse information and exercise judgement to complete a range of advanced skilled activities and demonstrate deep knowledge in a specific technical area. They have accountability for the work of others and analyse, design and communicate solutions to a range of complex problems.

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. Identify and prepare audit information	1.1 Identify audit objectives, scope and focus 1.2 Identify target operations and documentation 1.3 Determine audit process and sampling technique 1.4 Determine frequency and schedule of audit events

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.5 Acquire and prepare audit documentation and information ready for audit 1.6 Conduct pre-audit communications with client and relevant stakeholders
2. Audit tree works	2.1 Organise on-site inspections to conduct audit process 2.2 Audit tree work operations being undertaken 2.3 Inspect and assess impact of arboricultural tree work on the tree health, structure, environment and development works 2.4 Audit works according to prepared documentation and legislative and regulatory requirements 2.5 Audit work to identify compliance with project documentation, and legislative and regulatory requirements 2.6 Record non-compliance according to audit procedures 2.7 Assess extent and manner of non-compliance against workplace and industry standards 2.8 Document findings according to audit and workplace procedures
3. Assess impact of non-arboricultural works	3.1 Inspect and assess non-arboricultural works impacting on the tree or work environment 3.2 Determine impact of non-arboricultural works of contractors and stakeholders 3.3 Provide feedback on non-arboricultural works to contractors and stakeholders
4. Provide feedback to stakeholders on audit	4.1 Provide feedback on the findings of audit to clients, contractors and stakeholders 4.2 Provide advice for improvement, rectification and management of non-conformances 4.3 Identify and specify priority of ongoing tree management
5. Specify remedial action for tree defects	5.1 Identify and assess impact of remedial action on tree and stakeholder expectations 5.2 Discuss tree retention value and remedial action options with stakeholder 5.3 Select and agree on acceptable remedial action with stakeholder 5.4 Document specifications for remedial action according to

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	workplace procedures, industry standards and design parameters 5.5 Submit specifications to stakeholder for final approval
6. Document and present audit report, notifications and plans	6.1 Document audit report with non-conformance notifications 6.2 Advise stakeholders according to legislative and regulatory requirements 6.3 Document an ongoing management plan addressing audit findings 6.4 Document a rectification plan specifying the required rectifications of non-conformances and remedial action 6.5 Review audit process and outcomes and recommend modifications to audit process 6.6 Prepare and present reports and plans to stakeholders 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 complex texts, including industry standards and workplace procedures, to extract critical information required for the tree work to be performed
Writing	Create complex written arborist reports, demonstrating control over a range of writing styles using industry-specific language
Oral communication	Use effective verbal communication, including open questioning and active listening, to communicate effectively with contractors, clients and other stakeholders

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status

AHCARB510 Specify and audit tree work	AHCARB505 Document and audit tree work	Element added Performance criteria clarified Foundation skills added Assessment requirements updated	Not equivalent
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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 AHCARB510 Specify and audit tree work

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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 two occasions, audited tree works and created a report with specifications for rectification.

For each of the two audits, there must be evidence that the individual has:

- identified audit objectives, scope and focus
- identified target operations and documentation
- determined audit process, sampling technique, frequency and schedule
- compiled and prepared audit documentation
- communicated audit preparations with client and stakeholders
- organised site inspections to conduct audit
- conducted audits of operational tree works for each of the following activities:
 - pruning, including root pruning
 - tree removal
 - transplanting and planting
 - tree protection on development sites
 - tree support systems
 - arboricultural practices
- inspected and assessed impact of works on tree health, structure, environment and development
- conducted the audit according to prepared documents and legislative requirements
- audited compliance of works to documented project outcomes
- recorded and assessed non-compliances against expected standards
- prepared records of audit and non-compliances
- inspected and assessed non-arboricultural works
- determined impact of non-arboricultural works of contractors and stakeholders
- provided feedback on the findings of inspections to stakeholders, including provided advice for:

- improvements
- rectification
- management of non-conformances
- identified and specified ongoing management priorities
- discussed tree retention with stakeholder
- identified and assessed effect of remedial action on tree and stakeholder expectations and selected remedial action
- documented remedial action, which must include specifications for:
 - tree removal
 - tree transplanting
 - pruning, including root pruning work
 - tree support system
 - tree protection
- documented audit report and non-conformance notifications and advised stakeholders according to regulatory requirements
- documented ongoing management plan, which must include:
 - specifying the tree management techniques and ongoing maintenance
 - practices required to address the audit findings
- documented a rectification plan specifying rectification of non-conformances
- prepared and presented reports and plans to stakeholders.

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:

- developing and planning for audits, including:
 - setting objectives, scope and focus
 - auditing terminology
 - audit processes
 - audit sampling techniques
 - setting frequency and timing of audit events
 - preparation of audit documentation
- communication in audit situations, including:
 - notifying and preparing stakeholders for audit
 - providing feedback after auditing
 - rectification notices and follow-up for non-compliance
 - negotiating rectification works and actions
 - reporting procedures of completed audit
- relevant audit information and sample documentation, including:
 - codes of practice
 - Australian Standards including, AS2303, AS2223, AS3743, AS4373 and AS4970

- arboriculture reports and specifications
- legislation and regulations governing audit procedures and topics, including:
 - responsibilities for safety and safe work practices
 - tree protection and removal
 - conservation and environmental protection
 - statutory reporting and documentation
- targeting, auditing and documenting specific tree work operations, including:
 - pruning, including root pruning
 - tree removal
 - planting and transplanting
 - tree protection techniques
 - arboricultural practices and construction and development activities
 - tree support systems
- inspection and assessment of tree works and impact on physiology, anatomy, pathology and environment
- inspections and assessment of non-arboricultural works that may impact on the tree or its environment
- reconciling actual works performed against documented planned works
- provision of feedback and findings of inspections to clients, contractors and stakeholders
- improvement, rectification and management of non-conformances
- documenting specified remedial action, including:
 - tree removal
 - pruning, crown maintenance and crown modifications
 - response of roots to wounding and treatment of severed roots
 - planting and transplanting
 - tree support systems
 - tree protection systems
 - tree management techniques and practices
 - rectifying and modifying work site practices and tree protection measures for trees on development sites
 - ongoing management and maintenance
- documentation for recording and reporting audit procedures, including reviewing and revising audit procedures.

Assessment Conditions

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

- physical conditions:
 - an arboriculture work site with trees, or an environment that accurately represents workplace conditions

- resources, equipment and materials:
 - computer with word processing software
 - digital image capture device
- specifications:
 - workplace safety policies and procedures
 - client brief and instruction for safety audit objectives
 - codes of practice relevant to tree works and use of arboriculture equipment
 - industry standards AS2303, AS2223, AS3743, AS4373 and AS4970
 - legislation and regulations relevant to safe work practices, environmental safety and conservation and protection of trees
- relationships:
 - client and stakeholders.

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.

Links

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