



Australian Government

AHCASW312A Maintain an Aboriginal cultural site

Release 1

AHCASW312A Maintain an Aboriginal cultural site

Modification History

Release	TP Version	Comments
1	AHC10v5	Initial release

Unit Descriptor

This unit covers the processes and practices required to maintain Aboriginal cultural places.

Application of the Unit

This unit applies to those working in Aboriginal communities and on Country in cultural landscapes and with cultural sites and objects. The unit applies to working with lore/law men and women, either as an autonomous Sites worker or under the supervision and cultural authority of Traditional Owner/s and/or Elder/s for specific Country. This unit is also applicable to the work of repatriation workers and anthropologists. This unit applies to all Aboriginal-sites workers. Cultural beliefs and practices vary across locations and communities however and in some situations non-Aboriginal learners may not be able to access the cultural knowledge and/or materials required to achieve competency in this unit. This applies when restrictions are applied to non-Aboriginal people gaining access to cultural knowledge, material or sites. In these situations the Registered Training Organisation will have to make alternative arrangements for learners that are still consistent with the delivery and assessment requirements for this unit.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

AHCILM306A Follow Aboriginal cultural protocols

Employability Skills Information

This unit contains employability skills

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Assess maintenance work and relevant cultural protocols required	1.1 Appropriate <i>cultural authorities</i> are identified and consulted according to <i>Aboriginal cultural protocols</i> 1.2 Approval is obtained from relevant Traditional Owners and Cultural managers for work to be carried out and for access to cultural place and materials for the specific persons who will conduct work 1.3 Prior assessment of significance incorporated into strategies and plans for area and place are accessed to determine range of required and appropriate actions 1.4 Any prior works not in keeping with significance are identified to determine appropriate maintenance actions 1.5 Information on environmental systems and procedures is collected and provided to the work group where appropriate 1.6 Machinery, tools and equipment and materials to carry out maintenance works are identified along with appropriate <i>techniques and tools</i> 1.7 Type and amount of materials required for maintenance work are estimated and documented 1.8 Traditional Aboriginal repair/maintenance techniques and relevant <i>archaeological practices</i> and procedures are identified for implementation
2. Prepare for maintenance	2.1 Machinery, equipment and materials to carry out maintenance works are organised and pre-maintenance checks are undertaken 2.2 Safety equipment and materials are prepared and assembled according to enterprise workplace health and safety policy
3. Maintain condition of place	3.1 Maintenance work is undertaken and recorded according to Aboriginal cultural protocols and approvals and requirements of work programs 3.2 Continuous improvement strategies are applied to own work area of responsibility, including ideas and possible solutions to communicate to the work group and management 3.3 Team members are supported to identify possible areas for improved practices in work area on Country 3.4 Evidence of deterioration and wear is reported to Traditional Owners, Cultural managers and supervisor 3.5 Site is made good on completion of maintenance works according to Aboriginal cultural protocols, supervisor's instructions and enterprise guidelines
4. Protect cultural place	4.1 Any breach of legislation or enterprise regulations is reported

ELEMENT**PERFORMANCE CRITERIA**

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- to Traditional Owners, Cultural managers and supervisor
- 4.2 Protective barriers and signs are maintained according to enterprise procedures and Aboriginal cultural practices
- 4.3 Workers/contractors are informed to ensure significance of place is maintained in terms of environmental sustainability requirements, no damage to surrounds, fabric or building, and removal of materials, equipment and tools at the completion of work

Required Skills and Knowledge

Required skills include:

Ability to:

- respect cultural diversity and sensitivity to social, cultural and professional values and beliefs
- use machinery, tools and equipment
- carry out maintenance activities
- assess the required level of work
- use technology to access written, oral or visual source material
- research library and internet
- comprehend written, oral or visual source material
- interpret written, oral or visual source material
- listen effectively
- relate to people from a range of social, cultural and ethnic backgrounds and physical and mental abilities
- exercise discretion and confidentiality
- identify hazards and adopt safe work practices
- use literacy skills to follow sequenced written instructions and record information accurately and legibly
- use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor
- use numeracy skills to estimate, calculate and record routine workplace measures

Required knowledge includes:

Knowledge of:

- Aboriginal history, cultural values and interpersonal and Community protocols
- authentic and authoritative sources for Aboriginal cultural information, material and expression able to be accessed and shared
- workplace health and safety requirements and responsibilities
- sustainable environmental practices
- traditional and Western modern techniques of site protection
- range of maintenance works undertaken on cultural sites
- enterprise procedures relating to the reporting of deterioration or damage to place or reporting of incidents
- site recording systems used by the enterprise or Community
- relevant archaeological practices and procedures
- Cultural and Heritage Legislation or relevant NPWS legislation

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The delivery and assessment of this unit must comply with Community protocols and be conducted in consultation with and in participation with Traditional Owners and/or Elders and custodians of that specific Country.

In accordance with Aboriginal cultural protocols, cultural knowledge copyright considerations and Aboriginal lore/law restrictions, it is essential that this requirement be respected and implemented in the delivery and assessment of **Cultural Units** to guarantee cultural authenticity and quality control around the delivery of training and assessment for Aboriginal-sites workers.

The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge. Candidates must demonstrate evidence of the ability to:

- identify appropriate cultural authorities for a Community, place or for a cultural site
- consult with appropriate cultural authorities and informed approval obtained for works and access of specific persons
- assess the level of work required to maintain the cultural place
- carry out maintenance activities in accordance with organisational, environmental sustainability and Aboriginal cultural requirements
- report deterioration or damage to place
- report incidents of breaches of legislation including vandalism
- determine the cultural rights and responsibilities when using Community knowledge, information and material
- identify of groups to be consulted in relation to owners/custodians of cultural and Community knowledge, information and/or material

Context of and specific resources for assessment	Assessment events must be contextualised to meet the needs of the particular group, including: • a Community, educational or workplace setting • involvement of people approved by cultural authorities and/or Traditional Owners of the relevant local Community • candidates who have gained relevant knowledge and skills through their life and Aboriginal cultural experience Possible resources for assessment may include: • Burra Charter and Draft Guidelines for the Protection, Management and Use of Aboriginal and Torres Strait Islander Cultural Heritage Places • enterprise and organisational procedures and policies • jurisdictional culture and heritage legislation
Method of assessment	A range of assessment methods should be used to assess competency in maintaining an Aboriginal cultural site. The following examples are appropriate for this unit: • observation of the candidate relating to and engaging Aboriginal persons and Aboriginal Community on Country • direct questioning combined with third-party workplace reports of on-the-job performance • verbal or written questioning • observation of participation in Aboriginal Sites maintenance related to the knowledge and skills outlined in this unit Assessment methods should closely reflect workplace demands and the needs of particular client groups (consider the requirements of different age groups, clients with English as a second language, clients with disabilities, remote library users, etc.).
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example: AHCILM306A Follow Aboriginal cultural protocols AHCASW308A Apply cultural significance to Aboriginal sites and landscapes AHCASW312A Apply relevant legislation in

	Aboriginal sites work AHCASW301A Protect places of Aboriginal cultural significance Assessment for this unit should comprise a combination of theory and practical application. Both aspects of assessment are best conducted on Country for this unit.
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Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Cultural authorities may include:

Cultural authority refers to the most appropriate senior person/s that is able to speak for particular Country, cultural objects, ceremony and/or materials in a specific place. A cultural authority could be a Traditional Owner, a Native Title Claimant, Aboriginal Culture and Heritage Body, Elder, Aboriginal Land Council, etc.

A ceremonial/cultural manager in terms of Aboriginal customary law means someone who does the work either under the direct supervision of the Aboriginal Owner or does the work that is authorised by the Owner. In a ceremony for example, the ceremonial manager(s) may provide the food and do the performance (work). Traditional roles and responsibilities swap over depending on a person's status in any given situation – ie – whose land / estate one is on for business.

Aboriginal cultural protocols may include:

- gender roles in relation to knowledge and cultural practices
- information sensitivity and access
- appropriate information transfer
- negotiations with local Aboriginal Community about information transfer
- cultural diversity
- natural resources and their importance for economy, religion, spirituality, art, environment, values, beliefs and lore/law
- rights and responsibilities associated with cultural knowledge, story, song, Site, and ceremony
- interpersonal ways of relating
- the talking of Community politics
- repatriation of artefacts
- issues of ownership (clans/nations)
- ownership of intellectual property
- acknowledging participation and ownership
- communicating about cultural material

	• displaying cultural material • handling cultural material • identifying appropriate people to be consulted • occasions when consultation is required • how consultations should be conducted
Techniques and tools may include:	• traditional Aboriginal knowledge and processes • hand tools and power tools • excavation and construction equipment • surveying and sampling tools • recording and reporting technological equipment • location and geographic equipment • archaeological techniques and equipment • measurements made under different conditions
Archaeological practices may include:	• review of existing knowledge • survey • landscape context • Aboriginal land use • site definition • site recording • location information • geographic reporting • survey analysis • test excavation • artefact recording • attribute recording • archaeological reporting

Unit Sector(s)

Aboriginal-sites work