



Australian Government

Department of Education, Employment and Workplace Relations

AHCINF203A Maintain properties and structures

Release: 1

AHCINF203A Maintain properties and structures

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers the process of maintaining and repairing properties and structures, in a situation that does not require the specialist skills of another trade, and defines the standard required to: demonstrate correct selection and safe use of tools; apply basic building or construction techniques; store or dispose of unused or waste materials.
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Application of the Unit

Application of the unit	This unit applies to working under routine supervision with intermittent checking usually within a team environment.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA

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1. Identify and confirm maintenance requirements	1.1. Visual inspections are conducted of structures and facilities to locate and evaluate defects, deterioration and impending defects. 1.2. Property infrastructure and resources are checked for correct operation, minor maintenance needs and damage. 1.3. Maintenance plan is confirmed according to supervisor's instructions and enterprise requirements.
2. Select and prepare tools, equipment and materials	2.1. Tools, equipment and materials appropriate to the job requirements are selected and checked for serviceability according to manufacturer's specifications. 2.2. Faulty or unsafe tools are identified and segregated for repair or replacement and reported according to enterprise requirements. 2.3. Existing and potential hazards to health and safety are identified, assessed and reported according to Occupational Health and Safety (OHS) and enterprise requirements.
3. Carry out routine maintenance	3.1. Suitable personal protective equipment is selected, used, maintained and stored according to OHS requirements. 3.2. Routine maintenance to structures and surroundings is carried out according to the maintenance plan and enterprise requirements. 3.3. Minor repairs to building cladding, and treatments to structural finishes, are carried out as required to minimise deterioration.
4. Complete maintenance activities	4.1. Worksite, tools and materials are cleaned, returned to operating order, and stored according to OHS and enterprise requirements. 4.2. Unwanted materials and waste from maintenance activities is collected, treated and disposed or recycled according to enterprise, OHS and environmental requirements. 4.3. Relevant information is documented according to industry, enterprise requirements and OHS requirements.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- identify hazards and follow safe work practices
- interpret and apply task instructions
- operate a broad range of tools and equipment
- carry out building and maintenance operations
- work in team environment
- observe and report on the condition of structures and equipment
- communicate with work team and supervisor
- estimate and calculate volumes and usage.

Required knowledge

- characteristics, capabilities and limitations of materials, equipment and tools
- operation of water taps and reticulation systems
- types of building cladding and finishes, purpose and use
- identification of defects and appropriate repair methods
- appropriate selection of repair materials
- OHS legislative requirements and Codes of Practice
- relevant Codes of Practice and procedures with regard to protection of the environment.

Evidence Guide

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 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 and include achievement of the following: • demonstrate correct selection and safe use of tools • apply basic building or construction techniques • store or dispose of unused or waste materials.
Context of and specific resources for assessment	Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole.	
Properties may include:	• land areas • worksites • buildings and all components.
Structures may include:	• greenhouses • igloos • potting houses • poly-tunnels • glass houses • shade houses • sheds • work sheds • cool rooms • staff rooms

RANGE STATEMENT

	• water tanks • yards • stock handling structures • silage pits • fodder and grain storages • park furniture • car parks, roads, pathways, pergolas • information boards, benches, landscape features and site furniture.
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Unit Sector(s)

Unit sector	Infrastructure
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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