



Australian Government

Department of Education, Employment and Workplace Relations

AHCPGD101A Support gardening work

Release: 1

AHCPGD101A Support gardening work

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers supporting gardening work and defines the standard required to: prepare materials, tools and equipment for gardening work; undertake gardening work as directed; handle materials and equipment and clean up on completion of gardening work.
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Application of the Unit

Application of the unit	This unit applies to the provision of support to others undertaking gardening work.
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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

ELEMENT	PERFORMANCE CRITERIA
1. Prepare materials, tools and equipment for gardening work	1.1. The required materials, tools and equipment are identified according to lists provided and/or supervisor's instructions. 1.2. Checks are conducted on all materials, tools and equipment with insufficient or faulty items reported to the supervisor. 1.3. Techniques used when loading and unloading materials demonstrate correct manual handling and minimise damage to the load and the vehicle. 1.4. Suitable Personal Protective Equipment (PPE) is selected and checked prior to use. 1.5. Gardening support is provided according to Occupational Health and Safety (OHS) requirements, and according to workplace information. 1.6. OHS hazards are identified and reported to the supervisor.
2. Undertake gardening work as directed	2.1. Instructions and directions provided by supervisor are followed and clarification sought when necessary. 2.2. Gardening work is undertaken in a safe and environmentally appropriate manner according to enterprise guidelines. 2.3. Interactions with other staff and customers are carried out in a positive and professional manner. 2.4. Enterprise policy and procedures in relation to workplace practices, handling and disposal of materials is observed. 2.5. Problems or difficulties in completing work to required standards or timelines are reported to supervisor.
3. Handle materials and equipment	3.1. Waste material produced during gardening work is stored in a designated area according to supervisor's instructions. 3.2. Materials, equipment and machinery are handled and transported according to supervisor's instructions and enterprise guidelines. 3.3. A clean and safe work site is maintained while completing gardening activities.
4. Clean up on completion of gardening work	4.1. Materials are returned to store or disposed of according to supervisor's instructions. 4.2. Tools and equipment are cleaned, maintained and stored according to manufacturer's specifications and

ELEMENT	PERFORMANCE CRITERIA
	supervisor's instructions. 4.3. Work outcomes are reported to the supervisor.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- follow safe work procedures
- prepare materials, tools and equipment for gardening work
- undertake gardening work as directed
- handle materials and equipment
- clean up on completion of gardening work
- use literacy skills to read and follow a range of basic instructions
- use oral communication skills/language competence to communicate effectively with others
- use numeracy skills to complete basic calculations
- use interpersonal skills to work with and relate to people from a range of cultural, social and religious backgrounds.

Required knowledge

- safe work practices
- planting techniques
- garden tools and equipment
- maintenance practices for planted areas
- repair and maintenance of garden features
- OHS and environmental protection legislation and enterprise procedures.

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:

- prepare materials, tools and equipment for gardening work
- undertake gardening work as directed
- handle materials and equipment
- clean up on completion of gardening work.

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.

Gardening work may include:

- maintenance of planted areas including:
 - watering
 - fertilising
 - staking
 - mowing
 - pruning
 - weeding
 - collecting rubbish
- maintaining garden facilities including:
 - assisting with repair and upkeep of site furniture and structures

RANGE STATEMENT	
	• paths and paved areas • garden features • assisting in preparation of areas for planting • installing trees and shrubs (containerised and bare-rooted) • planting of annual and perennial beds.
Tools and equipment may include:	• secateurs • knives • spades • forks • trowels • rakes • hoes • spray equipment • augers • buckets • brooms • wheelbarrows • hoses and hose fittings • ancillary equipment such as: • stabilising materials • weed mats • stakes • tree guards.
Workplace information may include:	• procedures for disposing of waste materials • work instructions or verbal instructions from the supervisor.
Hazards may include:	• solar radiation • dust • noise • air- and soil-borne micro-organisms • chemicals and hazardous substances • sharp hand tools and equipment • manual handling • holes • slippery and uneven surfaces.

Unit Sector(s)

Unit sector	Parks and gardens
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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