



Australian Government

Assessment Requirements for CPCCBBC4031 Process client requirements

Release: 2

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Modification History

- Release 2 Updated reference to general construction induction training program.
- Release 1 This version first released with CPC Construction, Plumbing and Services Training Package Release 5.0.
- Supersedes and is equivalent to CPCCBC4031A Process client requirements.
- Updated to meet the Standards for Training Packages 2012.

Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by preparing contract documentation, drawings and specifications for a construction project that meets client requirements.

In doing this, the candidate must:

- research current and relevant local government building design requirements and approval processes
- select, complete and present construction contract and related project documentation to client for approval and formal acceptance.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- government building and construction legislation, codes and standards
- relevant sections of the National Construction Code (NCC)
- building and construction industry planning processes:
 - town planning and building application requirements
 - certifications from local authorities
 - building permits and approvals
- various types of building contracts and their application and legal requirements
- development of project plans and specifications:
 - site plans and sketches
 - design details
 - material specifications
- financial and business principles related to dealing with clients
- site evaluation and site works:

- site location and suitability for intended use
- site aspect, slope, drainage and surrounding sites
- site access and egress during construction
- site preparation, excavation and earthmoving.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment can be undertaken in the workplace or in a simulated workplace environment.

A simulated environment is one that realistically replicates workplace conditions, materials and equipment, interactions with others and workplace irregularities, and which meets industry standards for safety and environmental practices.

Candidates must be provided with:

- government building legislation
- relevant building industry and local authority codes and standards
- site plans and project contracts
- organisational policies, procedures and other quality documentation to undertake the performance criteria and assessment requirements
- business equipment and technology, applications and software to prepare client contracts, drawings, costings and other documentation to meet client requirements.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=7e15fa6a-68b8-4097-b099-030a5569b1ad>