



Australian Government

CPCCBBC5010 Manage construction work

Release: 2

CPCBC5010 Manage construction work

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 CPCBC5010B Manage construction work.
Updated to meet the Standards for Training Packages 2012..

Application

This unit of competency specifies the skills and knowledge required to manage on-site work for building and construction projects to meet commercial contractual obligations. It includes establishing effective communication processes, managing risks and work health and safety (WHS), managing processes for ordering materials and installing equipment, as well as management of on-site operations.

It applies to National Construction Code (NCC) classifications:

- Residential - Class 1 and 10 buildings, maximum three storeys
- Commercial - Class 2 to 9, Type B and C.

This unit of competency applies to builders, related construction industry professionals and senior managers within building and construction firms responsible for monitoring and measuring actions and coping with contingencies to meet scheduled timeframes on medium-rise construction work and/or commercial building projects.

Completion of the general construction induction training program specified by the model Code of Practice for Construction Work is required for any person who is to carry out construction work. Achievement of CPCWHS1001 *Prepare to work safely in the construction industry* meets this requirement.

Licensing, regulatory or registration requirements apply to this unit of competency in some jurisdictions. Relevant state and territory regulatory authorities should be consulted to confirm these requirements.

Pre-requisite Unit

Nil.

Unit Sector

Building and Construction

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe what needs to be done to demonstrate achievement of the element.

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| 1 Establish site communication processes. | 1.1 Read, interpret and follow organisational quality management requirements. |
| | 1.2 Establish and manage site communication processes. |
| | 1.3 Organise dates and times of-site meetings and notify relevant personnel. |
| 2 Establish site safety procedures. | 2.1 Establish and implement on site safety and welfare requirements to meet WHS legislation and make available to all workers on site. |
| | 2.2 Identify plant and equipment that require operator licensing to comply with risk management procedures and state and territory licensing requirements. |
| | 2.3 Establish and implement hazard management procedures and instigate precautionary measures. |
| | 2.4 Address hazardous manual handling tasks and inform workers of their responsibilities. |
| | 2.5 Establish construction safety procedures and identify key personnel. |
| | 2.6 Establish and manage safety induction procedures in the event of dangerous incidents, injuries and accidents. |
| | 2.7 Develop and implement safety reporting processes and documentation in accordance with organisational and legislative requirements. |
| 3 Manage supply of materials and equipment. | 3.1 Establish and manage a timely and cost-effective process for ordering, receiving, checking and safely stacking and protecting materials. |
| | 3.2 Establish, manage and monitor procedures for selecting, hiring and maintaining plant and equipment. |

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| 4 Manage on-site operations. | 4.1 Maintain a safe and cost-effective work environment to achieve schedules and meet contractual obligations. |
| | 4.2 Manage and coordinate human resources and subcontractor obligations to ensure compliance with company operations. |
| | 4.3 Apply contingencies to deal with problems and delays affecting performance and project timelines. |
| | 4.4 Manage industrial relations issues in accordance with established company policy and regulatory guidelines. |
| | 4.5 Revise project schedules, as necessary, and document variations to assist with meeting of timeframes. |
| | 4.6 Implement a quality management system to create a continuous improvement environment in which operational procedures are monitored, analysed and reported. |
| | 4.7 Facilitate variations to approved project plan and specifications with contractual parties and statutory authorities. |
| | 4.8 Implement multi-site management plans in accordance with organisational policy and site conditions. |
| 5 Manage processing of progress payments. | 5.1 Validate and approve progress claims and payments in accordance with contract requirements. |
| | 5.2 Manage project expenditure and check claims against scheduled projected costs for accuracy. |

Foundation Skills

As well as the foundation skills explicit in the performance criteria of this unit, candidates require:

- communication skills to:
 - liaise with subcontractors, staff, clients and local or regulatory authorities
- technology skills to:
 - use communication tools and devices to communicate and collaborate effectively with others

- use equipment and programs to access and extract information and develop relevant documentation.
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Unit Mapping Information

Supersedes and is equivalent to CPCCBC5010B Manage construction work.

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>

Assessment Requirements for CPCBC5010 Manage construction work

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Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by managing on-site construction work of one Class 1 to 10, maximum of three storeys, or a Class 2 to 9, Type B or C building project.

In doing this, the candidate must:

- interpret project material specifications in design documentation and procure quality, compliant materials, products and components
- manage at least one variation to the contract
- manage project financials, with timely payments for completed work
- manage on-site safety, personnel and resources to achieve project outcomes.

Knowledge Evidence

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

- work health and safety (WHS) Acts and regulation
- on-site safety:
 - hierarchy of control
 - duty of care
 - hazardous manual handling
 - risk assessment
 - rehabilitation and return to work requirements
 - environmental management requirements and sustainability principles
- construction methodologies:
 - planned methods of construction
 - construction constraints
 - risks and opportunities

- temporary and permanent works and services
- electrical cabling
- plumbing and gas piping systems
- temporary lighting and power outlets
- wastewater disposal systems
- fire suppression systems
- government codes, standards and regulations
- the National Construction Code (NCC)
- Australian Business Licence and Information Service (ABLIS)
- organisational quality management processes and procedures:
 - building and construction industry contracts
 - managing expenditure
 - communicating with regulatory authorities to ensure compliance with their requirements
- allocation and management of human resources:
 - dispute resolution
- selection and hiring physical resources:
 - relevant licensing arrangements
 - lifting equipment
- on-site communication:
 - emails
 - face-to-face verbal communication
 - mobile and fixed telephone contact
 - site diaries
 - written reports and memoranda
- properties, characteristics and limitations of approved materials:
 - concrete and pre-formed concrete
 - raw construction materials, such as sand, aggregate, timber and cement
 - sarking, insulation, air conditioning ducting and roofing
 - production of materials and prefabrication of products off site.

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 have access to:

- current relevant building, industrial relations and consumer legislation
- the NCC and other relevant codes and standards
- project plans and schedules, construction drawings, site plans and specifications
- organisational policies, procedures and other quality documentation to undertake the performance criteria and assessment requirements
- business equipment and technology, applications and software to facilitate effective management of construction work.

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