



Australian Government

CPCCCM2005B Use construction tools and equipment

Release 1

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Modification History

Minor editorial and formatting changes
Equivalent to CPCCCM2005A

Unit Descriptor

This unit of competency specifies the outcomes required to safely select and use construction tools and equipment. It includes hand tools, power tools, pneumatic tools, and plant and equipment.

Application of the Unit

This unit of competency supports achievement of use of basic hand and power tools commonly used in the construction industry.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
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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

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| 1 | Plan and prepare. | 1.1 | Work instructions and operational details are obtained, confirmed and applied from relevant information for planning and preparation . |
| | | 1.2 | Safety (OHS) requirements are followed in accordance with safety plans and policies. |
| | | 1.3 | Signage and barricade requirements are identified and implemented. |
| | | 1.4 | Plant, tools and equipment selected to carry out tasks are consistent with job requirements, checked for serviceability, and any faults are rectified or reported prior to commencement. |
| | | 1.5 | Environmental requirements are identified in accordance with environmental plans and statutory and regulatory authority obligations and are applied. |
| 2 | Identify and select hand, power and pneumatic tools. | 2.1 | Hand tools and power and pneumatic tools , their functions, operations and limitations are identified and selected. |
| | | 2.2 | OHS requirements for using hand, power and pneumatic tools are recognised and adhered to. |
| | | 2.3 | Pre-operational checks, including lubricants, hydraulic fluid and water, are completed according to manufacturer recommendations. |
| 3 | Use tools. | 3.1 | Hand tools used are appropriate to the task and materials, and are in accordance with OHS requirements. |
| | | 3.2 | Power and pneumatic tools are safely and effectively used in accordance with manufacturer recommendations and state or territory OHS requirements. |
| | | 3.3 | Tools are sharpened and maintained. |

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| 4 | Identify, select and use plant and equipment. | 4.1 | Plant and equipment are selected and used consistent with OHS requirements and the needs of the job. |
| | | 4.2 | Pre-operational checks, including lubricants, hydraulic fluid and water, are completed according to manufacturer recommendations. |
| | | 4.3 | Plant and equipment are maintained in accordance with manufacturer recommendations and standard work practices. |
| 5 | Clean up. | 5.1 | Work area is cleared and materials disposed of, reused or recycled in accordance with legislation, regulations, codes of practice and job specification. |
| | | 5.2 | Plant, tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturer recommendations and standard work practices. |

Required Skills and Knowledge

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

Required skills

Required skills for this unit are:

- communication skills to:
 - determine requirements
 - enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
 - follow instructions
 - read and interpret:
 - documentation from a variety of sources
 - drawings and specifications
 - report faults
 - use language and concepts appropriate to cultural differences
 - use and interpret non-verbal communication, such as hand signals
- identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials
- organisational skills, including the ability to plan and set out work
- teamwork skills to work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities
- technological skills to:
 - use a range of mobile technology, such as two-way radio and mobile phones
 - voice and hand signals to access and understand site-specific instructions.

Required knowledge

Required knowledge for this unit is:

- construction terminology
- construction tool use techniques
- job safety analysis (JSA) and safe work method statements
- plans, specifications and drawings
- quality requirements
- relevant Acts, regulations and codes of practice
- safety manuals and instructions of tools and equipment
- types, characteristics, uses and limitations of plant, tools and equipment
- workplace and equipment safety requirements.

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

This unit of competency could be assessed in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.

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

A person who demonstrates competency in this unit must be able to provide evidence of the ability to:

- locate, interpret and apply relevant information, standards and specifications
- comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations
- comply with organisational policies and procedures, including quality requirements
- safely and effectively use a representative range of tools, plant and equipment used in the workplace
- communicate and work effectively and safely with others
- identify and select hand tools for given tasks
- safely use and maintain a minimum of rule, tape, square, hammer, hand saw, hand plane, chisel, shovel, wheelbarrow, sledge hammer, pick, mattock, crow bar and pinch bar for given tasks
- identify power and pneumatic tools, including electrical and compressed air safety, for a given task.

Context of and specific resources for assessment

This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.

Assessment of essential underpinning knowledge will usually be conducted in an off-site context.

Assessment is to comply with relevant regulatory or Australian standards' requirements.

Resource implications for assessment include:

- an induction procedure and requirement
- realistic tasks or simulated tasks covering the mandatory task requirements
- relevant specifications and work instructions
- tools and equipment appropriate to applying safe work practices
- support materials appropriate to activity
- workplace instructions relating to safe work practices and addressing hazards and emergencies
- material safety data sheets
- research resources, including industry related systems information.

Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

Method of assessment

Assessment methods must:

- satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package
- include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- reinforce the integration of employability skills with workplace tasks and job roles
- confirm that competency is verified and able to be transferred to other circumstances and environments.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured

learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice, with a decision on competency only taken at the point when the assessor has complete confidence in the person's demonstrated ability and applied knowledge

- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence.

Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.

Supplementary evidence of competency may be obtained from relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.

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.

Information includes:

- diagrams or sketches
- instructions issued by authorised organisational or external personnel
- manufacturer specifications and instructions where specified
- material safety data sheets (MSDS)
- memos
- organisation work specifications and requirements
- plans and specifications
- regulatory and legislative requirements pertaining to using construction tools and equipment
- relevant Australian standards
- safe work procedures related to using construction tools and equipment

- signage
- verbal or written and graphical instructions
- work bulletins
- work schedules.

Planning and preparation include:

- work site inspection
- equipment defect identification
- assessment of conditions and hazards
- determination of work requirements.

Safety (OHS) is to be in accordance with legislation, regulations, codes of practice, organisational safety policies and procedures, and project safety plan and may include:

- emergency procedures related to equipment operation, including emergency shutdown and stopping, extinguishing fires, organisational first aid requirements and evacuation
- handling of materials
- hazard control
- hazardous materials and substances
- safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
 - earth leakage boxes
 - lighting
 - power cables, including overhead service trays, cables and conduits
 - restricted access barriers
 - surrounding structures
 - traffic control
 - trip hazards
 - work site visitors and the public
 - working at heights
 - working in confined spaces
 - working in proximity to others
 - working with dangerous materials
- organisational first aid
- personal protective clothing and equipment prescribed under legislation, regulations and workplace policies and practices
- use of firefighting equipment
- use of tools and equipment
- workplace environment and safety.

Environmental requirements
include:

- clean-up protection
- noise and dust
- vibration
- waste management.

Statutory and regulatory authorities
include:

- federal, state and local authorities administering applicable Acts, regulations and codes of practice.

Hand tools may include:

- cutting, planing, boring, shaping, fixing, fastening and percussion tools
- material shifting and holding tools
- setting out, marking out and levelling tools.

Power and pneumatic tools may
include:

- portable, electrical, pneumatic and gas driven tools, including their leads and hoses.

Plant and equipment include:

- 240v power supplied
- compressors
- generators
- hand held or small single person operated equipment
- pneumatic driven.

Unit Sector(s)

Functional area

Unit sector

Construction

Custom Content Section

Not applicable.