



Australian Government

Department of Education, Employment and Workplace Relations

CPCCSV6015A Analyse and present building surveying research information

Release: 1

CPCCSV6015A Analyse and present building surveying research information

Modification History

Not Applicable

Unit Descriptor

Unit descriptor This unit of competency specifies the outcomes required to gather, organise and present building surveying information using available systems.
It includes the design, execution and documentation of research for a building surveying project.

Application of the Unit

Application of the unit This unit of competency supports the attainment of the understanding and skills to analyse and present building surveying research information within the context of relevant legislation, the Building Code of Australia (BCA) and Australian standards.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units Nil

Employability Skills Information

Employability skills 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

ELEMENT	PERFORMANCE CRITERIA
1. Prepare a research plan.	1.1. Views and interests of stakeholders are reflected in a research methodology compatible with ethical considerations. 1.2. Research methodology is selected in accordance with needs, purposes and resources to maximise credibility of research outcomes. 1.3. Research strategies are selected and used that are appropriate to client group, information being researched, resources available and outcomes sought. 1.4. Strategies for validating research outcomes are incorporated into the research plan.
2. Implement research strategies.	2.1. Resources needed to conduct research are determined and allocated. 2.2. Relevant information is collected in a timely manner and recorded and stored to ensure validity, confidentiality and security. 2.3. A representative range of people and groups with an interest in the identified issues are consulted to ensure validity of outcomes. 2.4. Consultation is undertaken according to the agreed practices and protocol of own and other agencies in accordance with organisational practices and protocols. 2.5. Consideration of cultural sensitivities and ethical issues is embedded in all consultation.
3. Organise and analyse information.	3.1. Information is organised in an analytical format suitable for the purpose of the research. 3.2. Patterns and explanations developed are derived from the data to ensure validity and reliability.
4. Report the findings.	4.1. Details of the research findings are documented. 4.2. Opportunities are provided for the validation of the research findings. 4.3. Results of the research are reported and made available to all relevant stakeholders in the appropriate document format.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Required skills for this unit are:

- ability to respond to change and contribute to workplace responsibilities, such as current work site environmental and sustainability frameworks or management systems
- communication skills to:
 - carry out consultations
 - enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
 - read and interpret relevant documentation
 - use language and concepts appropriate to cultural differences
 - use and interpret non-verbal communication
 - written skills to:
 - prepare a research plan
 - record relevant information
 - report finding
- interpret data from information collected.

Required knowledge

Required knowledge for this unit is:

- building policy and legislation
- consultation methods, including cultural considerations
- environmental planning and design
- federal, state or territory legislation and local government policy and procedures relevant to building surveying
- heritage preservation
- manual and electronic information systems
- performance measures
- processes for the administration and preparation of documentation
- research processes and strategies.

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

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:

- comply with OHS regulations applicable to workplace operations
- apply organisational management policies and procedures, including quality assurance requirements where applicable
- perform research design, and analyse, consult and report findings for at least one major building project in accordance with standard research practices
- provide reports to appropriate body/individual as determined by the project brief.

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

EVIDENCE GUIDE

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.

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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

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.

- Research methodology*** includes:
- consultation
 - definitions
 - historical data
 - material safety data sheets (MSDS)
 - reports
 - written records.
- Research*** includes:
- building policy and legislation
 - design and construction of buildings
 - fire engineering
 - geomechanics
 - heritage preservation
 - performance evaluation
 - planning and design.

Unit Sector(s)

Unit sector Construction

Co-requisite units

Co-requisite units Nil

Functional area

Functional area