



Australian Government

CPPDSM4040 Contribute to asset life cycle maintenance strategy

Release: 1

CPPDSM4040 Contribute to asset life cycle maintenance strategy

Modification History

Release 1.

Replaces superseded equivalent CPPDSM4040A Contribute to life cycle maintenance strategy.

This version first released with CPP Property Services Training Package Version 5.

Application

This unit of competency specifies the outcomes required to determine maintenance strategies that contribute to life cycle management of assets. It requires the ability to identify maintenance requirements.

The unit supports workers in the property industry who are involved in determining maintenance strategies that contribute to life cycle management of assets. It applies to real estate agents, property managers, strata managers and facility managers.

Licensing, legislative, regulatory or certification requirements apply to this unit in some States and Territories. Relevant state and territory regulatory authorities should be consulted to confirm those requirements.

Pre-requisite Unit

Nil

Competency Field

Strata community management

Unit Sector

Property services

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.

1. Identify asset requirements.

1.1. ***Assets*** are identified and relevant documentation is obtained and analysed to establish asset ***evaluation parameters***.

- | | | |
|----|---|--|
| | 1.2. | Consultation is undertaken with relevant people to obtain information using appropriate interpersonal techniques. |
| | 1.3. | Source documents are accessed and reviewed to ensure information is valid and reliable. |
| | 1.4. | Asset characteristics are assessed and documented in a <i>maintenance strategy</i> . |
| 2. | Recommend maintenance strategy. | |
| | 2.1. | Information on asset performance is gathered and analysed against industry benchmarks. |
| | 2.2. | Asset performance is established and appropriate maintenance methods and schedules are documented. |
| | 2.3. | <i>Strategic prioritisation</i> is undertaken to identify risks, anticipate future maintenance requirements, and identify opportunities to improve quality or cost efficiency of asset. |
| | 2.4. | Limitations in providing objective client advice are recognised and specialist advice is sought as required. |
| | 2.5. | Cost-effective solutions regarding <i>asset life cycle</i> are presented to relevant people in required format, style and structure. |
| 3. | Monitor and report on maintenance strategy. | |
| | 3.1. | Asset life cycle maintenance strategy is monitored and evaluated to ensure it is effective. |
| | 3.2. | Feedback is used to identify and develop future strategies to improve life cycle maintenance. |
| | 3.3. | Business equipment and technology are used to complete and process relevant documentation. |
| | 3.4. | Asset information is securely maintained with due regard to client confidentiality. |

Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria.

Skill	Performance feature
-------	---------------------

- Learning skills to:
- maintain current knowledge of asset life cycle maintenance strategies.
- Numeracy skills to:
- analyse complex statistical and graphical information on asset life cycle performance indicators.
- Oral communication skills to:
- ask questions to clarify information provided by specialist advisers on asset maintenance strategies.
- Reading skills to:
- read and interpret complex reports on asset maintenance requirements.
- Writing skills to:
- prepare written reports on asset maintenance requirements.
- Technology skills to:
- use business technology to prepare written reports for asset owners on asset maintenance requirements.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

Assets must include at least two of the following:

- building
- equipment
- furniture
- land
- facility
- vehicle.

Evaluation parameters must include:

- financial performance
- functionality
- physical condition
- utilisation.

Maintenance strategy must include at least four of the following:

- asset replacement strategies
- emergency lighting and security
- energy efficiency strategies
- housekeeping
- painting, cleaning and waste disposal
- pest control
- plumbing and electrical.

Strategic prioritisation must include at least two of the following:

- effect of not maintaining an asset
- future usage plans for the asset
- how long particular asset will be required to be in operation

- owner or manager-specific requirements for aesthetics
- risks associated with current condition
- risks associated with not maintaining a particular asset
- serviceability requirements of the asset.

Asset life cycle must include:

- acquisition
- disposal
- maintenance
- operation
- planning for and establishing a new asset
- replacement.

Unit Mapping Information

CPPDSM4040A Contribute to life cycle maintenance strategy

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

Assessment Requirements for CPPDSM4040 Contribute to asset life cycle maintenance strategy

Modification History

Release 1.

Replaces superseded equivalent CPPDSM4040A Contribute to life cycle maintenance strategy.

This version first released with CPP Property Services Training Package Version 5.

Performance Evidence

A person demonstrating competency in this unit must satisfy all of the elements, performance criteria, foundation skills and range of conditions of this unit.

The person must also determine maintenance strategies that contribute to life cycle maintenance of assets.

The person must demonstrate this performance by determining and monitoring a maintenance strategy for two of the following different types of assets:

- buildings
- common property
- equipment
- furniture
- land
- facilities
- vehicles.

In doing the above, the person must:

- determine asset system requirements through consultation and analysis of business and operational plans
- determine asset performance needs using industry benchmarks and consideration of risk
- identify performance of assets and incorporate life cycle strategies into maintenance plans
- apply knowledge of organisation's practices, ethical standards and legislative requirements associated with determining maintenance strategies that contribute to life cycle management of assets
- monitor asset life cycle strategies by obtaining feedback and using sound evaluation techniques.

Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

- key stages of asset life cycles

- basic knowledge of property contracts and administrative requirements
- common hazards to public and personal safety associated with particular types of maintenance work in buildings
- company record-keeping policies and procedures relating to asset maintenance
- industry benchmarks for asset maintenance procedures
- limitations of own work role, responsibilities and professional abilities
- key requirements of federal, state or territory legislation and local government regulations relating to:
 - anti-discrimination
 - consumer protection
 - environmental issues
 - equal employment opportunity (EEO)
 - financial probity
 - franchise and business structures
 - industrial relations
 - privacy
 - work health and safety (WHS).

Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
 - computer system with internet, email and printing facilities
- specifications:
 - details of characteristics of assets to be maintained
 - organisational policies and procedures for determining and monitoring asset maintenance strategies
 - source documentation or access to source documentation relating to determining and monitoring asset maintenance strategies
- relationship with team members and supervisor:
 - member of a work team involved in determining and monitoring asset maintenance strategies.

Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the *Standards for Registered Training Organisations* (RTOs) current at the time of assessment.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

