



Australian Government

Assessment Requirements for CPPDSM4044 Coordinate maintenance and repair of properties and facilities

Release: 1

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Modification History

Release 1.

Replaces superseded equivalent CPPDSM4044A Coordinate maintenance and repair of properties and facilities.

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 plan and coordinate the following repair, maintenance and modification of properties and facilities:

- an immediate routine repair to an item of common property
- the longer-term maintenance of a shared facility
- a major modification to a common use facility.

In doing the above, the person must:

- inspect completed work against work order and ensure remedial action for faults, errors and omissions
- monitor maintenance and repair work, ensuring effective communication exchange and identifying factors requiring variations to work schedules
- apply knowledge of organisation's practices, ethical standards and legislative requirements associated with planning and coordinating the repair, maintenance and modification of properties and facilities
- plan maintenance and repair work ensuring:
 - client and tenant safety and security
 - resource requirements are according to budget parameters
- respond appropriately to requests for maintenance and repair work and maintain adequate records and reports.

Knowledge Evidence

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

- basic knowledge of property contracts and administrative requirements
- building codes and Australian standards relating to the maintenance and repair of properties and facilities
- building construction practice

- building control legislation relating to the maintenance and repair of properties and facilities
- common hazards to personal and public safety associated with particular types of maintenance work in buildings
- common building defects
- limitations of own work role, responsibilities and professional abilities
- maintenance and service intervals and requirements for building facilities
- organisational and professional procedures, ethical practices and business standards
- points of contact with emergency service agencies
- key requirements of federal, state or territory legislation and local government regulations relating to:
 - consumer protection
 - environmental issues
 - industrial relations
 - property sales, leasing and management
 - strata community management
 - work health and safety (WHS)
- sources of information on maintaining and repairing property assets
- WHS issues and requirements, including risks with maintenance and repair activities and risk control measures.

Assessment Conditions

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

- equipment:
 - computer system with internet, email and printing facilities
- material:
 - project management software
- physical conditions:
 - technical expertise and relevant contractors
 - buildings
- specifications:
 - site plans and drawings
 - contract for provision of repair, service or modification works
 - relevant building regulations
- relationship with team members and supervisor:
 - member of a work team in a property industry context.

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>