



**Australian Government**

# **Assessment Requirements for CPPREP4201 Appraise commercial property**

**Release: 1**

# Assessment Requirements for CPPREP4201 Appraise commercial property

## Modification History

Release 1 This version first released with CPP Property Services Training Package Release 8.0.

Supersedes but is not equivalent to CPPDSM4026 Analyse property and facility information and CPPDSM4032A Arrange valuation of facilities and assets.

Merged to reduce duplication. Updated to the Standards for Training Packages.

## Performance Evidence

To demonstrate competency in this unit, a person must appraise and report on the lease or sales price of two different commercial properties.

In doing this, the person must meet the performance criteria for this unit.

## Knowledge Evidence

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

- legislation and regulations governing appraisal of commercial properties in the state or territory of operation
- agency documentation required to be completed and maintained when appraising commercial properties
- appraisal methodologies suitable for different types of commercial properties
- basic accounting principles and techniques for checking financial data and the status of commercial properties for lease or sale
- categories of commercial property:
  - industrial
  - retail
  - healthcare
  - leisure
  - warehouses
  - multi-family
- commercial property appraisal processes:
  - content and format of appraisal reports
  - factors that influence whether commercial properties are comparable for appraisal purposes
  - information required to be gathered and analysed for commercial property appraisals

- key sources of information required for appraisal of commercial properties
- industry benchmarks for the appraisal of different types of commercial properties
- land use controls for different types of commercial properties
- regulatory and ethical responsibilities and role of agents in appraising commercial properties for lease or sale:
  - duty of disclosure
  - maintaining client privacy and confidentiality
  - providing accurate information
- types and purpose of financial records to be analysed when appraising commercial properties for lease or sale
- types of leases used for commercial properties
- value factors for the commercial property market.

## Assessment Conditions

Assessors must satisfy the requirements for assessors listed in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or in a simulated workplace environment.

Assessors are responsible for ensuring that the person demonstrating competency has access to:

- materials and equipment that meet the operational requirements for a real estate agency, including:
  - policies, procedures and documentation relating to appraising commercial properties
  - relevant legislation in the state or territory of operation relating to appraising of commercial properties
  - equipment, communication and data access and storage technology required to conduct research and to prepare reports relating to appraising commercial properties for lease
- client briefs and financial and performance information to support the appraisal of two different commercial properties.

## Links

Companion volumes to this training package are available at the VETNet website -

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