



Australian Government

CPPSIS5031 Plan spatial data collection

Release: 1

CPPSIS5031 Plan spatial data collection

Modification History

Release 1.

Replaces superseded equivalent CPPSIS5031A Plan spatial data collection and validation.

This version first released with CPP Property Services Training Package Version 3.

Application

This unit of competency specifies the outcomes required to develop and document a spatial data collection plan that meets client specifications. The unit covers analysing project specifications and client instructions to evaluate and determine appropriate data acquisition and collection options. The unit requires the ability to use technology to manage spatial data and prepare the written plan. It also requires the ability to assess the technical, financial, legal and resource implications of the project in order to select the preferred collection options.

The unit supports those who work in a lead role in a surveying or spatial information services team in areas such as surveying, cartography, town planning, mapping and geographic information systems (GIS).

No licensing, legislative, regulatory, or certification requirements apply to this unit of competency at the time of endorsement.

Pre-requisite Unit

Nil

Unit Sector

Surveying and spatial information 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. Scope spatial data acquisition.	<table><tr><td>1.1.</td><td>Client instructions are analysed and project specifications determined according to organisational requirements.</td></tr><tr><td>1.2.</td><td>Data requirements and constraints are identified in consultation with <i>appropriate persons</i> and recorded according to organisational requirements.</td></tr></table>	1.1.	Client instructions are analysed and project specifications determined according to organisational requirements.	1.2.	Data requirements and constraints are identified in consultation with <i>appropriate persons</i> and recorded according to organisational requirements.
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|----|------------------------------|---|
| | 1.3. | Additional information is gathered to clarify acquisition requirements according to project specifications and organisational requirements. |
| 2. | Evaluate collection options. | 2.1. Technical, financial, legal and resource implications of available collection options are assessed to ensure preferred option meets project specifications.
2.2. Preferred collection option is selected based on project specifications and organisational requirements.
2.3. Assessment process is documented according to organisational requirements. |
| 3. | Develop collection plan. | 3.1. Spatial data collection specifications, deliverables, constraints and principal work activities are identified and documented in a plan according to project requirements.
3.2. Identified risks, contingencies and resources, as well as technology and techniques to be used to collect spatial data, are included in plan.
3.3. Process to verify integrity of required spatial data is specified in plan according to organisational requirements.
3.4. Plan is finalised and communicated to appropriate persons according to organisational requirements. |

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: • research sources of appropriate spatial data.

Numeracy skills to: • apply budget constraints to project specifications.

- Oral communication skills to:
- negotiate data requirements with clients and service providers.
- Reading skills to:
- interpret contractual obligations detailed in legal documents, such as contracts, agreements, memorandums of understanding, and licences
 - analyse detailed technical descriptions of spatial data and their qualifiers.
- Writing skills to:
- prepare written communications to clients and data providers.
- Technology skills to:
- use a computer and software to prepare plan.
- Problem-solving skills to:
- devise strategies to manage risk.

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.

- Appropriate persons*** must include at least two of the following:
- client
 - end user
 - financial or legal specialist
 - manager
 - qualified surveyor
 - spatial data provider
 - supplier.

Unit Mapping Information

CPPSIS5031A Plan spatial data collection and validation

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 CPPSIS5031 Plan spatial data collection

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Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit. The person must also develop and document a spatial data collection plan that meets client specifications for two different projects.

While developing the above spatial data collection plans, the person must:

- conduct research and consultation to gather information as the basis for scoping spatial data acquisition requirements
- select a preferred spatial data collection method for inclusion in the plan based on evaluation of available options
- apply industry-accepted methods for assessing validity and integrity of spatial data
- apply contingency measures and risk management strategies to the planning process
- comply with organisational requirements for:
 - allocating resources and working within budgetary constraints
 - communicating with clients and spatial data providers
 - recording and reporting information, and completing documentation
 - using the equipment specified in the assessment conditions
 - working safely when using screen-based equipment
- comply with legal requirements relating to client service provision, and accessing spatial data
- exercise precision when archiving, retrieving and managing spatial data.

Knowledge Evidence

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

- legal requirements for accessing, storing, retrieving and archiving digital and hard copy spatial data, including data privacy and information copyright
- methods for assessing and validating spatial datasets and dataset sources
- organisational policies and procedures relating to:
 - budget and resource constraints
 - client service and communication

- completing records and documentation
- using equipment
- work health and safety
- principles of risk management relating to collecting spatial data
- purpose and use of metadata, including:
 - availability
 - conditions of use
 - coordinate system
 - currency
 - custodian
 - data accuracy
 - data description
 - date of acquisition
 - licence
 - quality
 - source
 - spatial data acquisition methodologies
 - version control
- spatial data capture methodologies
- spatial data formats and structures
- key features of spatial reference systems.

Assessment Conditions

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

- equipment:
 - computer with software appropriate for report development and electronic communication
 - printer
- specifications:
 - organisational policies and procedures relating to data privacy and information copyright
- physical conditions:
 - access to equipped work station
- relationships with team members and supervisor:
 - working in a team
- relationships with clients:
 - client consultation required.

Timeframe:

- as specified by client and project requirements.

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.

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