



Australian Government

CPPSPS3012 Access and apply information from swimming pool and spa technical manuals

Release: 1

CPPSPS3012 Access and apply information from swimming pool and spa technical manuals

Modification History

Release 1.

Supersedes and is equivalent to CPPSPS3012A.

Unit of competency upgraded to reflect Standards for Training Packages 2012.

This version first released with CPP Property Services Training Package Version 6.0.

Application

This unit of competency specifies the skills and knowledge required to access information from technical manuals required for the servicing of swimming pools and spas, and apply the information during servicing work.

It applies to swimming pool and spa technicians, and related industry professionals and specialists, with limited supervisory responsibilities who perform their duties alone or as members of a team.

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

Pre-requisite Unit

Nil

Unit Sector

Swimming pool and spa servicing

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe what needs to be done to demonstrate achievement of the element.
1. Identify and access swimming pool and spa technical manuals.	1.1 Identify swimming pool or spa components and systems to be maintained serviced in servicing task. 1.2 Access manuals for the swimming pool or spa components and systems to be maintained or repaired. 1.3 Establish version status of swimming pool and spa technical manuals to ensure that correct specifications and procedures are applied. 1.4 Follow storage, back-up and retrieval procedures for manuals.

2. Interpret and apply information in swimming pool and spa technical manuals.	2.1 Locate required technical information using search techniques appropriate to type of swimming pool and spa technical manual and work to be carried out. 2.2 Obtain clarification or further explanation of technical information from swimming pool and spa technical manuals where required. 2.3 Carry out procedures in line with the information in technical manuals for the swimming pool or spa components or systems to be maintained or serviced.
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Foundation Skills

A person demonstrating competency in this unit must have the following language, literacy, numeracy and employment skills:

- reading skills to access and interpret technical manuals relating to swimming pool and spa servicing
- numeracy skills to interpret complex numerical and graphical information relating to swimming pool and spa servicing located in technical manuals
- technology skills to use on-line technical manuals relating to swimming pool and spa servicing.

Unit Mapping Information

Supersedes and is equivalent to CPPSPS3012A Read and apply information from swimming pool and spa technical manuals.

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 CPPSPS3012 Access and apply information from swimming pool and spa technical manuals

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Performance Evidence

To demonstrate competency in this unit, a person must access and use information in swimming pool and spa technical manuals to carry out maintenance or repair of:

- one swimming pool component or system
- one spa component or system.

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:

- workplace procedures for undertaking repairs to swimming pool and spa components and systems using information from technical manuals, including interpreting work orders and reporting problems
- processes for accessing and interpreting work tasks relating to repairs to swimming pool and spa components and systems from work instructions
- techniques for searching for information and data in swimming pool and spa technical manuals in the following media:
 - digital
 - print
- processes for accessing and interpreting version control information in swimming pool and spa technical manuals
- processes for accessing, storing, backing up and retrieving swimming pool and spa technical manuals
- techniques for locating information in swimming pool and spa technical manuals
- symbols, codes, legends and abbreviations used in swimming pool and spa technical manuals
- types of information found in swimming pool and spa technical manuals
- sources of clarification of technical information found in swimming pool and spa technical manuals.

Assessment Conditions

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

Assessment of performance must be undertaken in the workplace or in a simulated workplace environment. Tasks are to be performed to the level of proficiency and within the time limits expected in a workplace.

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

- work site/s and specifications to access and apply information from swimming pool and spa technical manuals
- access to printed and on-line technical manuals
- relevant workplace policies and procedures.

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