



Australian Government

CPPWMT4001 Develop proposals for waste management services

Release: 1

CPPWMT4001 Develop proposals for waste management services

Modification History

Release 1 This version first released with CPP Property Services Training Package Release 10.0.

Supersedes but is not equivalent to:

- CPPWMT4030A Determine waste management services.
- CPPWMT4055A Develop waste management proposals.

Application

This unit specifies the skills and knowledge required to develop proposals for waste management services to meet client needs. It includes site assessment to identify client's waste generation and management practices, obtaining quotes from equipment suppliers and preparing cost estimates accounting for equipment, materials and labour types and quantities required to provide waste management services. It also includes client negotiation to agree on service terms and conditions, and preparing and presenting documented service proposals.

A person who achieves this unit of competency is able to use specialised knowledge to complete routine and non-routine tasks and deal with predictable and sometimes unpredictable problems.

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

Pre-requisite Unit

Nil

Unit Sector

Waste management

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe what needs to be done to demonstrate achievement of the element.

1 Scope waste management service requirements.

1.1 Consult with relevant persons to clarify waste management service requirements, client needs and site details.

1.2 Review workplace policies and procedures, legislation

- and regulations against waste management services to confirm compliance requirements.
- 1.3 Consult with client to obtain additional information to clarify service needs and organise site inspection.
 - 1.4 Record information gathered confirming client needs and scope of required waste management services.
- 2 Inspect and assess service site.
- 2.1 Plan inspection activities and obtain client agreement to proceed.
 - 2.2 Access service site, identify hazards associated with inspection and propose risk controls according to workplace and site requirements.
 - 2.3 Select, check and use personal protective equipment appropriate for work activities.
 - 2.4 Assess and record site access requirements for waste management service provision.
 - 2.5 Identify waste management practices and sources as well as types and volume of waste generated from site inspection, reports and discussions with relevant persons.
 - 2.6 Record inspection results detailing factors affecting waste management service provision.
- 3 Estimate waste management service requirements and costs.
- 3.1 Calculate equipment and material types and quantities required to provide waste management services to meet client needs.
 - 3.2 Obtain and compare quotes from equipment suppliers according to workplace requirements.
 - 3.3 Assess site inspection results to identify problems and apply contingency measures to ensure proposed waste management services meet client and workplace requirements.
 - 3.4 Apply workplace rate schedules to cost proposed waste management services according to workplace requirements.

- | | |
|--|---|
| 4 Prepare and present waste management service proposal. | 4.1 Compile collected information and evidence to support waste management service proposal. |
| | 4.2 Prepare waste management service proposal incorporating cost estimate, terms and conditions to meet client instructions, and workplace and regulatory requirements. |
| | 4.3 Confirm or continue to negotiate service parameters prior to obtaining proposal agreement and acceptance. |
| | 4.4 Present proposal to client according to workplace requirements. |
| | 4.5 Maintain client records and proposal documentation in a manner that facilitates future retrieval and maintains confidentiality according to workplace 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:

- oral communication skills to negotiate with clients from diverse social, economic and cultural backgrounds
- numeracy skills to calculate service costs based on rate schedules and waste volumes.

Unit Mapping Information

Supersedes but is not equivalent to:

- CPPWMT4030A Determine waste management services.
- CPPWMT4055A Develop waste management proposals.

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 CPPWMT4001 Develop proposals for waste management services

Modification History

Release 1 This version first released with CPP Property Services Training Package Release 10.0.

Supersedes but is not equivalent to:

- CPPWMT4030A Determine waste management services.
- CPPWMT4055A Develop waste management proposals.

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by developing proposals for waste management services to meet the needs of two different clients.

Knowledge Evidence

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

- content, format and presentation requirements for waste management service proposals
- issues that can impact on waste management service provision and contingency measures to be factored into proposals
- legislative and procedural requirements applicable to waste management service provision and relevant to the workplace:
 - commonwealth, state and territory legislation and regulations in the state or territory of operation, including work health and safety (WHS)
 - duty of care
 - environmental protection
 - local government by-laws
 - licensing
 - privacy
- mathematical methods used to calculate labour and equipment costs when preparing proposals for waste management services
- physical properties of waste:
 - density
 - quality
 - shape
 - size
 - volume

- weight
- types of waste management services and options
- typical hazards encountered when inspecting client sites
- waste types
- workplace policies and procedures for developing waste management service proposals:
 - client service
 - documentation and reporting
 - obtaining external quotes for equipment and labour
 - financial consideration and rate schedules for waste management services
 - waste management services and workplace resources, capacities and capabilities
 - WHS:
 - hazard identification, risk assessment and control using the hierarchy of control
 - injury, dangerous occurrence and incident reporting
 - personal protective equipment.

Assessment Conditions

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

Assessment must be conducted in the workplace or in a simulated workplace environment using realistic workplace conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to workplace policies and procedures, workplace documentation, equipment and client sites required to achieve the performance evidence.

Links

Companion Volume implementation guides are found in VETNet -

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