



Australian Government

CUASTA304 Maintain physical production elements

Release: 2

CUASTA304 Maintain physical production elements

Modification History

Release	Comments
Release 2	This version released with CUA Creative Arts and Culture Training Package version 2.0. Updated assessment conditions section. Updated modification history section to reflect changed name of training package.
Release 1	This version first released with CUA Creative Arts and Culture Training Package version 1.0.

Application

This unit describes the performance outcomes, skills and knowledge required to maintain physical production elements, stage and backstage areas in safe working order. It does not cover the repair and maintenance of technical equipment, where specialist skills are required.

At this level, individuals are required to use some discretion and judgement and operate under broad supervision within an established framework of plans and procedures for staging productions in the screen, media, entertainment and events industries.

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

Unit Sector

Media and entertainment production - staging

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Clean physical elements	1.1 Complete regular and timely checks of physical elements to ensure items are in optimum condition and ready for use 1.2 Identify dirty or damaged items that need cleaning and those which require replacement 1.3 Wear protective clothing as required 1.4 Clean physical elements according to safety requirements using

	appropriate cleaning agents and equipment to return them to original condition 1.5 Dispose of used chemicals according to hygiene, safety and environmental requirements
2. Undertake minor maintenance and repair tasks	2.1 Cordon off maintenance area and post advisory signage 2.2 Safely repair and maintain physical elements using appropriate techniques, materials and equipment 2.3 Complete repair and maintenance tasks according to schedules and priorities 2.4 Store physical elements according to organisational procedures 2.5 Identify tasks requiring specialist attention and refer to appropriate colleagues
3. Undertake basic administrative tasks	3.1 Process and forward maintenance requests to appropriate colleagues 3.2 Clarify instructions with persons making requests as required 3.3 Complete and distribute workplace documentation as required

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	2.3, 3.1	Obtains information from written sources
Writing	2.1, 3.3	Produces workplace documentation and signage
Oral communication	2.5, 3.1, 3.2, 3.3	- Obtains information by listening and questioning - Uses clear language to express requirements
Numeracy	1.4	Measures quantities of cleaning agents
Navigate the world of work	1.1, 1.3, 1.4, 1.5, 2.1, 2.3, 2.4, 3.1, 3.3	- Follows workplace protocols and safety procedures - Understands and completes main tasks and responsibilities, within the boundaries of own role

Interact with others	2.5, 3.1, 3.2, 3.3	• Works collaboratively
Get the work done	1.1, 1.2, 1.4, 1.5, 2.1, 2.2, 2.3, 2.4, 2.5, 3.1, 3.2, 3.3	• Plans and organises own workload; sequencing and combining work tasks for greater efficiency • Meets work deadlines • Recognises and takes responsibility for addressing predictable, and some less predictable, problems in familiar work contexts • Distributes information electronically • Uses standard word processing and spreadsheet applications to prepare workplace documentation

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
CUASTA304 Maintain physical production elements (Release 2)	CUASTA304 Maintain physical production elements (Release 1)	Updated assessment conditions section. Updated modification history section to reflect changed name of training package.	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1db201d9-4006-4430-839f-382ef6b803d5>