



Australian Government

DEFRNG009 Supervise contractors

Release: 2

DEFRNG009 Supervise contractors

Modification History

Release 2. Modifications have been made to Performance Criteria and Assessment Conditions.

Release 1. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

This unit supersedes and is equivalent to DEFRM209B Supervise contractors.

- Unit code updated
- Content and formatting updated to comply with new standards
- All PC transitioned from passive to active voice

Application

This unit involves the skills and knowledge required to supervise contractors on a training area or a range.

It includes the skills required to monitor contractors and contractor staff to ensure continued safety and security of training area and range activities, infrastructure and facilities.

This unit applies to Defence personnel who work in range management and range control but may be relevant to others who work in this field. They do not provide technical supervision or advice, but act as a local point of contact for works contracts and other professional/para-professional activities that may be carried out from time to time. Those undertaking this unit would work independently or as part of a team, under direct and indirect supervision, while performing complex tasks, in a small range of familiar contexts. They would use discretion and judgement and take responsibility for the quality of their outputs.

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

Pre-requisite Unit

Not applicable.

Competency Field

Range

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Plan and prepare for the monitoring and supervision of contractors	1.1	Obtain, interpret and clarify monitoring requirements in the form of management information system reports, work orders and contracts before commencing
	1.2	Identify, access, interpret and apply policies and procedures for all relevant WHS standards, statutory requirements, Training Area/Range Standing Orders and other instructions
	1.3	Identify and obtain the details of the contractual requirements
	1.4	Identify and confirm training area and range access requirements
2 Monitor and supervise contractor activities	2.1	Assess current user activities and contractor requirements
	2.2	Prepare and deliver briefings
	2.3	Determine the activity priorities
	2.4	Monitor contractors
	2.5	Conduct corrective action in accordance with contractual requirements
	2.6	Conduct ongoing checks on the service/activity in accordance with directions from contract manager
3 Complete monitoring and supervision records	3.1	Complete and maintain monitoring/supervision records
	3.2	Identify and report key information relevant to the contractor activity in accordance with the relevant contract requirements and Training Area/Range Standing Orders

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of

competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit supersedes and is equivalent to DEFRM209B Supervise contractors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

Assessment Requirements for DEFRNG009 Supervise contractors

Modification History

Release 2. Modifications have been made to Performance Criteria and Assessment Conditions.

Release 1. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

This unit supersedes and is equivalent to DEFRM209B Supervise contractors.

- Unit code updated
- Content and formatting updated to comply with new standards
- All PC transitioned from passive to active voice

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and includes:

- maintaining documentation
- interpreting and applying contractual requirements, legislation, policies and procedures
- writing reports
- identifying and rectifying contractual non-compliance

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- details of the relevant Defence contract
- relevant contractual documentation requirements
- relevant legislation, policies and procedures
- supervisory processes

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and PPE currently used in industry.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>