



Australian Government

**Assessment Requirements for
FWPCOR2208 Communicate and interact
effectively in the forest and wood products
industry**

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Modification History

Release	Comments
Release 1	This version released with Forest and Wood Products Training Package Version 7.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has:

- conducted one face-to-face communication with a co-worker on a forest or wood products work related matter
- applied hand or aural communication on one occasion to communicate in the workplace
- used electronic communications equipment on one occasion to communicate with a co-worker on a forest or wood products work related matter
- completed two workplace forms or documents to communicate on a forest or wood products work related matter
- taken part in one group discussion or meeting on a forest or wood products work related matter
- contributed to the maintenance of effective workplace relations on one occasion.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- workplace communication procedures used in forest or wood products operations
- basic principles of effective face-to-face communication
- basic active listening and questioning techniques
- features, control functions and operating procedures for electronic communications equipment used in the forest and wood products industry
- procedures for small informal group activities and meetings in the workplace appropriate to job tasks and work site
- types, formats and purposes of print and electronic workplace forms and documents appropriate to job tasks and work site
- purpose, types and meanings of visual and aural communication used in the forest and wood products industry and appropriate to job tasks and work site:

- workplace signs and symbols
- workplace aural signals
- workplace hand signals
- basic principles of effective working relationships
- individual, social and cultural differences that occur in the workplace.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a forest and wood products industry workplace or an environment that accurately represents workplace conditions
- resources:
 - electronic communication equipment
 - workplace forms and documents
 - workplace signs and symbols
 - access to small informal group activity or meeting convened to consider a workplace matter
- specifications:
 - workplace communication procedures
 - manufacturer manuals for electronic communication equipment
 - workplace guides on signs and symbols
 - workplace guides on aural and hand signals.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47>