



Australian Government

LGAOPS002 Prepare site for new operational works

Release: 1

LGAOPS002 Prepare site for new operational works

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to establish a site at the commencement of operational works while following pre-determined plans and specifications. It requires the ability to securely prepare and close-down the operational works site.

This unit applies to individuals working in local government and undertaking tasks related to the maintenance of council assets.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

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

Competency Field

Not applicable.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes

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

1. Commence preparation for operational works.

1.1. Interpret operational works plans to identify site preparation requirements.

1.2. Select, use and maintain personal protective equipment according to safety requirements.

1.3. Check Dial Before You Dig (DBYD) information to identify utilities.

1.4. Identify and report site risks and hazards according to organisational policies and procedures.

2. Establish site facilities.

2.1. Set up amenities and storage areas for tools, equipment and materials convenient to operational works area.

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| | 2.2. Establish site security to protect assets during operational works. |
| | 2.3. Inspect operational works site to confirm compliance with workplace health and safety (WHS) requirements. |
| 3. Prepare operational works area. | 3.1. Set out survey levels and lines according to operational works plans. |
| | 3.2. Locate identified services and tag for relocation, termination and suspension as required to meet operational works plans. |
| | 3.3. Complete demolition, clearing and removal of materials according to operational works plans. |
| 4. Plan and close-down operational works. | 4.1. Identify location of operational works elements from operational works plans. |
| | 4.2. Determine sequence of work from operational works plans. |
| | 4.3. Select tools, equipment and materials required to complete work tasks. |
| | 4.4. Document operational works schedule according to organisational policies and procedures. |
| | 4.5. Plan for the cleaning and rehabilitation of the site area on decamping. |

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed below.

SKILLS	DESCRIPTION
Reading skills to:	interpret operational works plans including specifications, sequence of work, drawings and instructions.
Writing skills to:	document operational works schedule.
Numeracy skills to:	- interpret mathematical information in operational Dial Before You Dig and works plans including specifications, sequence of work, drawings and instructions - sequence and schedule work tasks - calculate material weights, volumes, ratios and quantities.
Planning and organising skills to:	prioritise and schedule work.

Unit Mapping Information

LGAWORK303A Prepare site for new operational works.

Links

Companion Volume Implementation Guide are available in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0388d502-0fc3-49d9-a06e-c95893d7>

Assessment Requirements for LGAOPS002 Prepare site for new operational works

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- prepare one site for new operational works involving:
 - scheduling of work
 - interpreting Dial Before You Dig (DBYD) information
 - setting up of required amenities
 - protecting of assets
 - setting out of survey levels and lines
 - demolishing and removing material
 - closing-down site
 - tagging services for:
 - relocation
 - termination
 - suspension.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures applicable to preparing sites for operational works
- workplace health and safety requirements, including personal protective equipment, applicable to preparing sites for operational works
- state and local environmental requirements relevant to completion of operational works
- purpose and contents of operational works plans:
 - specifications
 - sequence of work
 - drawings
 - instructions
- function and safe use of equipment:
 - angular measuring tools
 - data downloaders
 - distance measuring tools

- personal protective gear
- prisms
- plumb bobs
- tripods
- tribraches
- theodolite
- steel bands
- rods
- total station data recorders
- Dial Before You Dig (DBYD) requirements
- techniques for setting up amenities and storage areas
- techniques for setting up site security requirements
- techniques for demolition, clearing and removal of materials
- techniques for calculating material weights, volumes, ratios and quantities
- local geographical soil structure
- types of surveys:
 - aerial
 - construction
 - subdivision
 - route location and earthworks
 - topographic
 - hydrographic and elements of photogrammetry
 - traditional
 - total work station.

Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated work environment that reflects workplace conditions in a local government environment.

Assessment must ensure access to:

- organisational policies and procedures applicable to preparing sites for operational works
- operational works schedule template
- calculator.

Assessment must ensure use of:

- operational works plans
- personal protective equipment
- equipment applicable to preparing site for operational works
- operational works site to be prepared.

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

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