



Australian Government

MARB057 Perform routine tasks in a marina

Release: 1

MARB057 Perform routine tasks in a marina

Modification History

Release 1. This is the first release of this unit of competency in the MAR Maritime Training Package.

Application

This unit involves the skills and knowledge required to apply safe work practices according to the organisation's work health and safety (WHS)/occupational health and safety (OHS) policies and procedures when planning and undertaking routine tasks on a marina.

This unit applies to individuals who undertake routine tasks on a regular basis.

This unit applies to individuals who provide assistance under supervision in the operational management of the marina.

Licensing/Regulatory Information

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

Pre-requisite Unit

Not applicable.

Competency Field

B – Equipment Checking and Maintenance

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Establish task requirements 1.1

PERFORMANCE CRITERIA

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

Workplace policies and procedures are obtained, interpreted and clarified with relevant personnel, as necessary

		1.2	Hazards are identified, risks are assessed, and control measures implemented according to workplace procedures and supervisor instructions
		1.3	Specifications for task outcomes are obtained, and quality measures are understood and clarified with relevant personnel
2	Plan steps required to complete the task	2.1	Individual steps and activities required to undertake the task are established and documented
		2.2	Sequence of steps and activities is determined, and timelines followed
		2.3	Appropriate resources, tools and equipment required to complete tasks are identified, documented and obtained
		2.4	Plan is checked to ensure it complies with specifications and task requirements
3	Undertake the task	3.1	Personal protective equipment (PPE) is identified, selected and used according to workplace procedures
		3.2	Safe work practices and environmental requirements are followed according to workplace policies and procedures
		3.3	Tasks are completed according to plan requirements
		3.4	Work area is cleaned, and tools and equipment are stored according to workplace procedures
		3.5	Task completion is documented as applicable
4	Review plan	4.1	Plan is reviewed against specifications and task requirements with supervisor
		4.2	Outcomes are reviewed in line with task requirements

4.3

Plan is revised to better meet specifications and task requirements as required

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 can be found in the MAR Maritime Training Package Companion Volume Implementation Guide.

- Marinas include:
- buildings, wharves, slipways, and surroundings where vessels are built, stored and maintained
- Tasks include:
- answering telephone inquiries
 - assist in docking, securing and casting-off vessels
 - berth allocation considering vessel lengths, beams and drafts
 - communicating with customers through email
 - dock walks and inspection of public areas on a marina
 - minor landscaping and gardening work
 - rope work, knot tying and splicing including maintenance and storage of ropes
 - rubbish removal and general housekeeping

Unit Mapping Information

This unit replaces and is not equivalent to MARB021 Perform routine tasks in a marina

Links

Companion Volume Implementation Guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=772efb7b-4cce-47fe-9bbd-ee3b1d1eb4c2>

Assessment Requirements for MARB057 Perform routine tasks in a marina

Modification History

Release 1. This is the first release of this unit of competency in the MAR Maritime Training Package.

Performance Evidence

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

- applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements, workplace policies, procedures and safe work practices
- applying problem-solving techniques when conducting routine marina operations
- communicating and interpreting information
- comparing planned steps against specifications and task requirements
- following supervisor instructions
- identifying relevant specifications from documentation, job cards or other information
- obtaining instructions for tasks from relevant personnel, including supervisor
- preparing plans for tasks from information provided by relevant personnel
- reading, interpreting and clarifying tasks and required outcomes with appropriate personnel
- selecting and using correct personal protective equipment (PPE), plant, tools and equipment for safe work practices.

Knowledge Evidence

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

- berth occupancy and berthing report and their importance in operating a marina
- hazards and established control measures associated with routine tasks, including housekeeping
- procedures for obtaining and clarifying instructions
- security measures on a marina and associated daily checks
- site layout and obstacles of an operational marina
- WHS/OHS workplace policies and procedures, including:
 - safe work practices
 - working with contractors.

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

Assessment must occur in workplace operational situations, and where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to:

- applicable documentation such as workplace procedures, regulations, codes of practice, operation manuals, manufacturer instructions and procedures
- tools, equipment, machinery, materials, and relevant PPE currently used in industry.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=772efb7b-4cce-47fe-9bbd-ee3b1d1eb4c2>