

RTC3201A**Conduct operational inspection of park facilities****Unit Descriptor**

Conduct operational inspection of park facilities

Unit Sector

No sector assigned

ELEMENT**PERFORMANCE CRITERIA**

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| 1. Prepare for operational inspection | 1.1 Specific facilities and equipment to be inspected and purpose of the inspection are determined according to operational request.
1.2 Tools and equipment for testing and inspection are selected according to enterprise work procedures .
1.3 Pre-operational and safety checks are carried out on tools and equipment according to manufacturers specifications and enterprise work procedures.
1.4 Appropriate checklists and reporting formats are prepared to suit the application.
1.5 Different types of facilities are identified from checklist descriptions.
1.6 Specific terminology used in checklists is clarified with the supervisor. |
| 2. Undertake operational inspection | 2.1 Modes of non-conformity with Australian Standards , OHS guidelines and enterprise standards are identified and recorded.
2.2 Hazards and indications and signs of hidden faults are detected and recorded.
2.3 Checklist entries are concise and accurate.
2.4 Inspections are undertaken according to OHS requirements . |
| 3. Recommend effective rectification action | 3.1 Situations requiring urgent action are reported immediately to supervisors.
3.2 Recommendations to rectify non-conformities are noted as required.
3.3 An inspection report is submitted to the supervisor according to enterprise work procedures. |

KEY COMPETENCIES

What processes should be applied to this competency standard? There are a number of processes that are learnt throughout work and life, which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the key competencies, although others may be added. The questions below highlight how these processes are applied in this competency standard. Following each question a number in brackets indicates the level to which the key competency needs to be demonstrated where 0 = not required, 1 = perform the process, 2 = perform and administer the process and 3 = perform, administer and design the process.

Key Competency	Example of Application	Performance Level
Communicating ideas and information	Written, oral and tele- communication of ideas and information relating to inspection activities and problems encountered will be required with the work group and supervisor.	1
Collecting analysing and organising information	Enterprise work procedures, site plan and inspection checklists should be consulted, interpreted and applied to conduct operational inspection, with further clarification sought from the supervisor when necessary.	2
Planning and organising activities	Own work activities will be planned prior to and adjusted during the operational inspection.	1
Working with others and in teams	The inspection program may involve facilitating and leading members of a team to complete the program on time and budget.	1
Using mathematical ideas and techniques	Mathematical application will be required to assess the scope and extent of replacement or repair of components of park/recreational facilities and equipment.	1
Solving problems	Site contingencies, personnel difficulties, timeline failures and assessing and controlling hazards may require problem-solving techniques.	1
Using technology	Technological understanding will be required to use testing and inspection equipment, undertake inspection activities, communicate and keep records.	1

RANGE STATEMENT

What facilities and equipment may require operational inspection?

Facilities and equipment may include playgrounds, playground softfall and pathways, play equipment, parks and street furniture and structures, fences, barbecues, steps and stairs, bollards, tree and grass protection devices, bins, signs, toilets, shelter buildings and structures, and paved, turf and/or grassed recreational areas.

What tools and equipment may be required?	Tools and equipment may include a ladder, torch and electronically and manually operated testing equipment appropriate to the facilities and equipment to be inspected.
What enterprise work procedures may apply to this standard?	Work procedures will be based on OHS and national standards, practices and procedures and may include supervisors oral or written instructions, inspection program, enterprise Standard Operating Procedures (SOP), specifications, routine maintenance schedules, work notes, manufacturers' service specifications and operator's manuals, waste disposal, recycling and re-use guidelines, and OHS procedures.
What modes of non-conformity may be identified?	Modes of non-conformity may include obvious or hidden hazards, worn or damaged components such as bearings and moving joints, structural instability and defective operation of equipment.
What Australian standards may be relevant to this competency standard?	Australian Standards may include those covering playgrounds, boardwalks, shelters, pathways, lookouts and fences (e.g., AS4486.1, AS4422, AS1924.1 and AS1924.2).
What hazards may be identified?	OHS hazards may include damaged parts, broken glass, syringes, overfilled litter and recycling bins, waterlogged areas, dysfunctional water bodies and features, loss of soft surfacing, protruding nails, bolts and splinters, sudden changes in surface levels such as holes and trip points, and worn, rusted and weathered components.
What OHS requirements may be relevant to this standard?	OHS requirements may include identifying hazards, assessing risks and implementing controls, cleaning, maintaining and storing tools and equipment, appropriate use, maintenance and storage of personal protective equipment including sun protection, safe operation of tools and equipment, basic first aid, personal hygiene, and reporting problems to supervisors.

EVIDENCE GUIDE

What specific knowledge is needed to achieve the performance criteria?

Knowledge and understanding are essential to apply this standard in the workplace, to transfer the skills to other contexts and to deal with unplanned events. The knowledge requirements for this competency standard are listed below:

- The range, use and safety parameters of park/recreational facilities and equipment, their material construction and maintenance requirements.
- The operational expectations and enterprise standards for the presentation and working order of a range of park/recreational facilities and equipment.
- Different modes of non-conformity that may be identified in reference to relevant Australian Standards and OHS requirements.
- Terminology used to describe different components of park/recreational facilities and equipment.
- Inspection procedures and techniques, and legal and enterprise reporting requirements for maintenance, repair and replacement recommendations.
- OHS legislative requirements and Codes of Practice associated with public use of park facilities.
- Identification, assessment and control of hazards.

What specific skills are needed to achieve the performance criteria?

To achieve the performance criteria, appropriate literacy and numeracy levels as well as some complementary skills are required. These include the ability to:

- Communicate with work team members and supervisors.
- Utilise proforma reporting and work procedure documents.
- Understand design symbols and terminology.
- Compare actual measurements of inspected components with legal, OHS and/or enterprise standards and specifications.
- Organise and coordinate own work activities with other work groups to sequentially and effectively complete operational inspection in a timely and cost effective manner..

Are there other competency standards that could be assessed with this one?

This competency standard could be assessed on its own or in combination with other competencies relevant to the job function.

**Essential Assessment
Information**

There is **critical information about assessing this competency standard for consistent performance and where and how it may be assessed**, in the Assessment Guidelines for this Training Package. All users of these competency standards must have **access** to both the **Assessment Guidelines** and the relevant **Sector Booklet**.