

RTC5201A**Conduct comprehensive inspection of park facilities****Unit Descriptor**

Conduct comprehensive inspection of park facilities

Unit Sector

No sector assigned

ELEMENT**PERFORMANCE CRITERIA**

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| 1. Prepare for comprehensive inspection of park facilities | <ul style="list-style-type: none">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 identified, and availability confirmed with appropriate personnel.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 consistent with enterprise policy and guidelines. |
| 2. Undertake comprehensive inspection of park facilities | <ul style="list-style-type: none">2.1 Instances of non-conformity with Australian Standards, OHS guidelines and manufacturers standards are identified and recorded.2.2 Inspections for structural integrity are undertaken in an efficient and safe manner according to enterprise policy.2.3 Safety risks and hazards and situations are identified and detailed.2.4 Checklist entries are concise and accurate.2.5 Inspections are undertaken according to OHS requirements. |
| 3. Assess age and predict effective lifespan of existing park facilities | <ul style="list-style-type: none">3.1 The manufacturer of playground equipment and structures is identified through reference to original plans and specifications.3.2 Age and future lifespan of park facilities are determined and recorded.3.3 Costs of repair or replacement of park facilities are estimated and recorded. |

- 4. Submit report and recommendations
 - 4.1 Situations requiring urgent action are addressed according to OHS and enterprise policy.
 - 4.2 Concise and accurate reports are prepared and submitted to management.
 - 4.3 Existing **management systems** are reviewed, particularly regarding frequency of inspection, and improved in consultation with management.
 - 4.4 Recommendations for future action are consistent with industry standards and best practice.
 - 4.5 Collected data and information is submitted for inclusion on the asset management system.

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	Reports and recommendations resulting from the comprehensive inspection of park facilities should be communicated orally and in writing with the manager and other interested parties. There is likely to be discussion between the developer of the reports and recommendations and management to achieve objectives.	3
Collecting analysing and organising information	Some information will need to be researched and other obtained from inspection or audit results. Information addressing the specific requirements of the inspection should be analysed and outcomes discussed with the manager and other members of the work team. Inspection or audit results and recommendations for remedial action should be organised and presented as a documented report to management.	3
Planning and organising activities	Inspecting, auditing, reporting and making recommendations should proceed in an orderly and efficient manner. Timely and appropriate information needs to be available for decision-making.	2
Working with others and in teams	The comprehensive inspection of park facilities and equipment may require working with other members of the team to achieve the desired outcomes.	2
Using mathematical ideas and techniques	Mathematical application will be required to assess the scope, extent and costs of replacement or repair of components of park facilities and equipment.	3
Solving problems	Problems relating to non-conformities, existing management systems, maintenance techniques, workplace safety, tools and equipment, and hazardous situations may be identified when inspecting or auditing park facilities. Recommendations which identify possible solutions and remedial action should then be drafted and submitted to the manager.	3
Using technology	Technology will be required to record, store and communicate ideas and information. It will also be used to obtain and analyse data from facility and equipment tests, and to produce reports and recommendations.	3

RANGE STATEMENT

What facilities and equipment may be included in a comprehensive inspection?	Facilities and equipment may include playgrounds, playground soft fall and pathways, play equipment, parks and street furniture and structures, bridges, boardwalks, decks and viewing decks, fences, barbeques, steps and stairs, bollards, tree and grass protection devices, 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 and recording equipment appropriate to the park facilities and equipment to be inspected.
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, ramps for people with disabilities, lookouts and fences (e.g., AS4486.1, AS4422, AS1924.1 and AS1924.2).
What aspects of structural integrity may be included in a comprehensive inspection?	Structural integrity may include above or below ground assessment of damage, wear, rot, corrosion of posts, decks, load-bearing beams, fasteners, canopies and edging.
What hazards may be identified?	Visible hazards may include damaged parts, broken glass, 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 of personal protective equipment including sun protection, safe operation of tools and equipment, basic first aid, personal hygiene, and reporting problems to supervisors.
What management systems may be reviewed?	Management systems may include Playground Safety Management Systems, asset registers, and physical resource, human resource and budget-related information systems.

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:

- Working knowledge of a range of park facilities and equipment including installation methods, intended use, intended users and safety parameters.
- Practical understanding of the terminology used to describe different components of park facilities and equipment.
- The different modes of non-conformity that may be identified in relation to specific park facilities and equipment.
- Relevant national industry standards (e.g., AS4486.1, AS4422, AS1924.1 and AS1924.2).
- Information management systems (e.g., AS4456).
- Practical understanding of inspection and auditing procedures and techniques, and legal and enterprise reporting requirements for recommendations on maintenance, repair and replacement of park facilities.
- OHS hazards associated with conducting a comprehensive inspection of park facilities and equipment, and the controls necessary to remove or minimise associated risks.
- OHS legislative requirements and Codes of Practice.
- Hazard identification, assessment and control.

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 orally and in writing with work team members and managers.
- Interpret standards, specifications and legal requirements.
- Utilise proforma reporting and work procedure documents.
- Interpret design symbols and terminology.
- Compare actual measurements of inspected components with legal, manufacturers and/or enterprise standards and specifications.
- Coordinate own work activities with other work groups to sequentially and effectively complete comprehensive 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 essential 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**.