



Australian Government

PUAOPE011 Inspect property and facilities

Release: 1

PUAOPE011 Inspect property and facilities

Modification History

Release 1. This is the first release of this unit of competency in the Public Safety Training Package.

Application

This unit of competency involves the skills and knowledge required to inspect various types of property for conditions and compliance with approved building regulations. It requires the ability to communicate with those involved in the inspection process and to have a clear understanding of methods for carrying out and reporting the results of a property inspection.

The unit is applicable to personnel who engage with the broader community as compliance building inspectors. Whilst developed specifically to address public safety compliance frameworks, this unit could be applied to a range of industries and roles.

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

Pre-requisite Unit

Not applicable.

Competency Field

Operations

Unit Sector

Public Safety

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Identify inspection requirements

PERFORMANCE CRITERIA

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

- 1.1** Purpose and type of inspection is established from property records and client requirements
- 1.2** Building inspection processes and timelines are negotiated and agreed to with relevant personnel and the

- client, in accordance with organisational procedures
- 1.3** Property documentation is gathered and reviewed to identify critical aspects of property/facility requiring inspection
 - 1.4** Building access arrangements are coordinated with relevant personnel, in accordance with organisational procedures
- 2 Inspect property**
- 2.1** Property is inspected ensuring all aspects of the property are sighted and noted, in accordance with building regulations and organisational procedures
 - 2.2** Building inspection processes are completed within specified timeframes and resources are used, in accordance with organisational procedures
 - 2.3** Appropriate interpersonal techniques are used to access required information from inspection site personnel
 - 2.4** Variations in compliance with building regulations are recognised and noted, in accordance with organisational procedures and legislative requirements
 - 2.5** Situations requiring specialist building advice are identified and assistance is sought, in accordance with organisational procedures
- 3 Record and report inspection findings**
- 3.1** Building inspection findings are organised in a format suitable for analysis and dissemination, in accordance with organisational procedures and client requirements
 - 3.2** Building inspection conclusions are supported by verifiable evidence and are consistent with legislative requirements and organisational procedures
 - 3.3** Business equipment and/or technology is used to maintain organisational documentation, in accordance with Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) guidelines, legislative requirements and organisational procedures
 - 3.4** Building inspection report is distributed to relevant personnel, in accordance with organisational procedures and client requirements

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 may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAOPE011B Inspect property and facilities.

Links

PUA Training Package Companion Volume Implementation Guide is found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>

Assessment Requirements for PUAOPE011 Inspect property and facilities

Modification History

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Performance Evidence

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

- applying Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- assessing condition of property
- collating verifiable evidence from inspection
- communicating with personnel
- completing documentation and reporting findings
- complying with established inspection processes, noting any variations in approved property requirements and preparing findings in a report suitable for analysis and dissemination
- conducting and completing property inspection within agreed timeframes in compliance with industry, legal and organisational requirements
- displaying interpersonal skills that include relating to people from a wide range of backgrounds
- identifying inspection requirements
- identifying inspection site through the interpretation of maps, plans and diagrams
- identifying types of inspections
- implementing communication and coordination techniques required to access property and organise inspections
- inspecting property or facility
- negotiating client requirements and access arrangements
- planning and arranging property inspections
- recording and reporting inspection findings using organisational documentation
- scheduling and meeting timelines
- seeking specialist building advice
- using business equipment to complete reports

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and includes knowledge of

- acts and regulations for buildings
- basic knowledge of property contracts and administrative requirements
- building inspection processes
- ethical practices and industry standards
- inspection methods for different property types
- organisational documentation, policies and procedures
- state and territory building regulation agencies
- types of inspection sites
- types of property and their characteristics
- Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in 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. Where this is not appropriate, assessment must occur in industry approved simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, equipment, tools and personal protective clothing and equipment currently used in industry including
 - a suitable site for property inspection and organisational documentation
- applicable documentation including organisational procedures, industry standards, equipment specifications, regulations, codes of practice and operation manuals.

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