



Australian Government

RIIBEF604E Conduct a feasibility study

Release: 1

RIIBEF604E Conduct a feasibility study

Modification History

Release	Comments
Release 1	This version first released with RII Resources and Infrastructure Industry Training Package Version 5.0.

Application

This unit describes the skills and knowledge required to conduct a feasibility study in the resources and infrastructure industries.

It applies to those who work in management roles. They are generally responsible for the outcomes of others and contribute to the development of solutions to non-routine problems.

Licensing, legislative and certification requirements may apply to this unit and can vary between states, territories and industry sectors. Users must check requirements with relevant body before applying the unit.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify and research organisation's needs	1.1 Obtain, interpret and confirm work requirements 1.2 Access, interpret and apply documentation required to conduct a feasibility study 1.3 Analyse organisation goals, objectives and strategies to determine the type of research required 1.4 Investigate and analyse operating environments to develop options, strategies and anticipated outcomes 1.5 Prepare written research brief stating the objectives and outcomes, and the requirements for presentation of information 1.6 Develop and implement strategies that translate the objectives into the planning process
2. Carry out environmental investigation	2.1 Establish information requirements and identify and access sources 2.2 Establish strategies and systems to support analysis of the

ELEMENT	PERFORMANCE CRITERIA
	environment 2.3 Scan the environment to identify and assess the factors that impact on the project according to workplace procedures 2.4 Identify and explore market opportunities to assist the organisation to forecast trends and options 2.5 Determine quantity and quality of resources according to workplace procedures 2.6 Identify and analyse threats and opportunities and use them to optimise project outcomes 2.7 Undertake titles search 2.8 Document legislative and organisational requirements
3. Assess feasibility	3.1 Estimate resource requirements and utilisation to reflect customer requirements, the organisation business plans and the cost to the organisation of providing the products and services 3.2 Review and update information to ensure appropriate data is gathered to assess project viability 3.3 Seek preliminary opinion from legislative and regulative bodies
4. Prepare report and present findings/recommendations	4.1 Prepare preliminary reports for management briefings according to workplace procedures 4.2 Document in writing recommendations for future action and agreement gained by stakeholders

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Problem solving	Identifies a range of factors that impact on a decision, including own values and principles, the needs, power, values, beliefs and assumptions of stakeholders
Initiative and enterprise	Demonstrates an understanding of the strategic and operational trends to achieve work goals, enhance work processes, create opportunities and reduce risks

Unit Mapping Information

Supersedes and is equivalent to RIIBEF604D Conduct feasibility study.

Links

Companion Volume implementation guides is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>

Assessment Requirements for RIIBEF604E Conduct a feasibility study

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- conduct a feasibility study on at least two occasions, including:
 - preparing a complete feasibility proposal
 - successfully conducting a feasibility study
 - preparing operating budgets and forecast trends to manage and control operating costs
 - analysing and reviewing production costs versus equipment and plant operating costs
 - evaluating new and used equipment using appropriate techniques
 - monitoring and maintaining plant and equipment
 - accessing and using appropriate technologies
 - negotiating with internal and external customers, community and statutory and legal authorities
 - resolving or managing conflict throughout feasibility study activity
 - managing project and task allocations and all associated outcomes
 - preparing and presenting feasibility proposal to management.

During the above, the candidate must:

- locate and apply relevant documentation, policies and procedures and confirm that the work activity is compliant
- implement the requirements, procedures and techniques for conducting a feasibility study
- work effectively with others to conduct a feasibility study in a way that meets all required outcomes
- communicate clearly and concisely with others to receive and clarify work instructions.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- key policies, procedures and documentation required to conduct a feasibility study, including:
 - gaining statutory/legal approvals
 - interpreting tender specifications
 - negotiating and finalising contracts
 - implementing change
 - worksite operations
 - quality assurance principles
 - human resource policies and practices
 - industrial awards/enterprise agreements
 - business planning
 - establishing and maintaining organisational objectives
 - risk management principles, strategies and techniques
 - site products and services
 - customer/client relations
- principles and techniques for identifying and understanding:
 - site plant and equipment
 - team management
 - resource quantification
 - financial models
 - organisational change and development
 - environmental management
 - work health and safety
 - computer applications
 - negotiation techniques
- principles and techniques for identifying relevant hazards and emergencies
- techniques for coordinating and communicating job activities with others.

Assessment Conditions

Mandatory conditions for assessment of this unit are stipulated below. The assessment must:

- include access to:
 - personal protective equipment
 - equipment related to conducting a feasibility study
 - relevant documentation
- be conducted in a safe environment; and,
- be assessed in the context of this sector's work environment; and,
- be assessed in compliance with relevant legislation/regulation and using policies, procedures and processes directly related to the industry sector for which it is being assessed; and,

- confirm consistent performance can be applied in a range of relevant workplace circumstances.

Where personal safety or environmental damage are limiting factors, assessment may occur in a simulated work environment* provided it is realistic and sufficiently rigorous to cover all aspects of this sector's workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.

Assessor requirements

Assessors must be able to clearly demonstrate current and relevant industry knowledge and experience to satisfy the mandatory regulatory standards as set out in the Standards for Registered Training Organisations (RTOs) 2015/Australian Quality Training Framework mandatory requirements for assessors current at the time of assessment and any relevant licensing and certification requirements. This includes:

- vocational competencies at least to the level being delivered and assessed
- current industry skills directly relevant to the training and assessment being provided
- current knowledge and skills in vocational training and learning that informs their training and assessment
- formal relevant qualifications in training and assessment
- having knowledge of and/or experience using the latest techniques and processes
- possessing the required level of RII training product knowledge
- having an understanding and knowledge of legislation and regulations relevant to the industry and to employment and workplaces
- demonstrating the performance evidence, and knowledge evidence outlined in this unit of competency, and
- the minimum years of current** work experience after competency has been obtained as specified below in an industry sector relevant to the outcomes of the unit.

It is also acceptable for the appropriately qualified assessor to work with an industry expert to conduct assessment together and for the industry expert to be involved in the assessment judgement. The industry expert must have current industry skills directly relevant to the training and assessment being provided. This means the industry subject matter expert must demonstrate skills and knowledge from the minimum years of current work experience after competency has been obtained as specified below, including time spent in roles related to the unit being assessed:

Industry sector	AQF indicator level***	Required assessor or industry subject matter expert experience
Drilling, Metalliferous Mining, Coal Mining, Extractive (Quarrying) and Civil Infrastructure	1	1 year
	2	2 years
Drilling, Coal Mining, Extractive (Quarrying), Metalliferous Mining and Civil Infrastructure	3-6	3 years

Industry sector	AQF indicator level***	Required assessor or industry subject matter expert experience
Other sectors	Where this unit is being assessed outside of the resources and infrastructure sectors assessor and/or industry subject matter expert experience should be in-line with industry standards for the sector in which it is being assessed and where no industry standard is specified should comply with any relevant regulation.	

*Guidance on simulated environments has been stipulated in the Companion Volume Implementation Guide located on VETNet.

**Assessors can demonstrate current work experience through employment within industry in a role relevant to the outcomes of the unit; or, for external assessors this can be demonstrated through exposure to industry by conducting a minimum number of site assessments as determined by the relevant industry sector, across various locations.

*** While a unit of competency does not have an AQF level, where a unit is being delivered outside of a qualification the first numeric character in the unit code should be considered as the AQF indicator level for assessment purposes.

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