



Australian Government

RIICCM203D Read and interpret plans and job specifications

Release: 4

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Modification History

Release	Comment
1	This unit replaces RIICCM203A Read and interpret plans and specifications.
2	Editorial corrections.
3	Amended Performance Evidence.
4	Required frequency and volume of evidence amended in Performance evidence. Substantial amendments made in Assessment Conditions field, including: references to Industry Sectors, assessor and subject matter expert experience requirements, how assessment should be conducted and what it should confirm.

Application

This unit describes a participant's skills and knowledge required to read and interpret plans and specifications in Civil Construction.

This unit is appropriate for those working in operational roles.

Licensing, legislative, regulatory and certification requirements that apply to this unit can vary between states, territories, and Industry sectors. Relevant information must be sourced prior to application of the unit.

Unit Sector

Civil construction

Elements and Performance Criteria

1. Plan and prepare for read and interpret plans and job specifications	1.1 Access, interpret and apply plans and job specification documentation and ensure the work activity is compliant 1.2 Obtain, read, interpret, clarify and confirm work requirements 1.3 Identify the main types of plans and drawings used in the Industry 1.4 Identify the key functions of each type of drawing 1.5 Recognise and adhere to quality requirements of company operations
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	1.6 Identify environmental controls from the job plans, specifications and environmental plan
2. Recognise amendments	2.1 Check title panel to verify latest amendments to drawing 2.2 Check amendments to specifications and ensure currency of information
3. Recognise commonly used symbols and abbreviations	3.1 Identify and confirm civil construction symbols and abbreviations 3.2 Locate and interpret legend on project drawings
4. Locate and identify key features on site plan	4.1 Achieve orientation of the plan with the site 4.2 Identify and locate key features of the site 4.3 Gain access to site and identify services, main features, contours and datum
5. Read and interpret job specifications	5.1 Identify and confirm job specifications from drawings, notes and descriptions 5.2 Identify and confirm standards of work, finishes and tolerances from job specifications 5.3 Identify and confirm material attributes from job specifications

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit. Further information is available in the Resources and Infrastructure Industry Training Package Companion Volume.

Unit Mapping Information

RIICCM203A Read and interpret plans and specifications

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for RIICCM203D Read and interpret plans and job specifications

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Performance Evidence

Evidence is required to be collected that demonstrates a candidate's competency in this unit. Evidence must be relevant to the roles within this sector's work operations and satisfy all of the requirements of the performance criteria of this unit and include evidence that the candidate:

- locates and applies applicable documentation, policies and procedures
- implements the requirements, procedures and techniques for the safe, effective and efficient completion of the reading and interpreting of plans and specifications including:
 - communicating effectively to clarify instructions/information
 - orienting/confirming the orientation of a plan
- works effectively with others to undertake and complete the reading and interpreting of plans and specifications that meet all of the required outcomes including:
 - using a range of communications techniques and equipment
 - complying with written and verbal reporting requirements and procedures
- demonstrates completion of reading and interpreting plans and specifications that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - identifying key features on site plans
 - recognising clear discrepancies and verifications between the documents (map, plan, specifications) and the actual site and taking action to correct
 - gaining access to sites and identifying symbols, abbreviations, services, main features, contours and datum

Knowledge Evidence

The candidate must demonstrate knowledge of the following when reading and interpreting plans and specifications:

- accessing, interpreting and applying the organisation and site requirements and procedures for:
 - identifying and reporting on hazards
 - achieving project quality and accuracy
 - using JSA's/JSEA/SAFE work methods
- planning and organising work activities
- working with civil construction terminology
- identifying types of services/utilities and providers
- using construction principles
- carrying out basic calculations of heights, areas, volumes and grades
- interpreting features of plans and elevations including direction, scale, key, contours, symbols and abbreviations
- interpreting commonly used civil construction symbols and abbreviations
- application of scales in plan preparation and interpretation
- identifying key features of formal job specifications
- complying with drawing conventions

Assessment Conditions

- An assessor of this unit must satisfy the requirements of the NVR/AQTF or their successors; and Industry regulations for certification and licensing; and,
- this unit is best assessed in the context of this sector's work environment;
- where personal safety or environmental damage are limiting factors, assessment may occur in a simulated 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; and,
- this unit must be assessed in compliance with relevant legislation/regulation and using policies, procedures, processes and operational manuals directly related to the industry sector for which it is being assessed; and,
- assessment may be conducted in conjunction with the assessment of other Units of Competency; and,
- assessment must confirm consistent performance can be applied in a range of relevant workplace circumstances; and,
- assessors must demonstrate the performance evidence, and knowledge evidence as outlined in this Unit of Competency, and through the minimum years of current* work experience specified below in an Industry sector relevant to the outcomes of the unit; or,

- where the assessor does not meet experience requirements a co-assessment or partnership arrangement must exist between the qualified assessor and an Industry subject matter expert. The Industry subject matter expert should hold the unit being assessed (or an equivalent unit) and/or demonstrate equivalence of skills and knowledge at the unit level. An Industry technical expert must also demonstrate skills and knowledge from the minimum years of current work experience specified below in the Industry sector, including time spent in roles related to the unit being assessed; and,
- assessor and Industry subject matter expert requirements differ depending on the Australian Qualifications Framework Level (AQF) of the qualification being assessed and/or Industry Sector as follows:

Industry sector	AQF** Level	Required assessor or Industry subject matter expert experience
Drilling, Metalliferous Mining, Coal Mining, Extractive (Quarrying) and Civil Construction	1	1 Year
	2	2 Years
Drilling, Coal Mining and Extractive (Quarrying)	3-6	3 Years
Metalliferous Mining and Civil Construction	3-6	5 Years
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.	

*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 frequent site assessments across various locations.

**Where a unit is being delivered outside of a Qualification the first numeric character in the Unit code should be considered to indicate the AQF level

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