



Australian Government

RIICWM602D Establish civil works maintenance programs

Release: 2

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Modification History

Release	Comment
1	This unit replaces RIICWM602A Establish civil works maintenance programs
2	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 establish civil works maintenance programs in Civil construction.

This unit is appropriate for those working in management roles or as a technical specialist.

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

Unit Sector

Civil construction

Elements and Performance Criteria

1. Prepare to establish civil works maintenance program	1.1 Access, interpret and apply civil works documentation and ensure the work activity is compliant 1.2 Obtain, read, interpret, clarify and confirm work requirements 1.3 Schedule, initiate and ensure the completion of inspection of assets to classify their serviceability
2. Plan civil works maintenance program	2.1 Classify the condition of assets in terms of their serviceability 2.2 Prioritise maintenance works 2.3 Identify viable options for the maintenance program 2.4 Select the preferred options and draft the maintenance program in consultation with relevant team members 2.5 Identify contingency requirements to be allowed for 2.6 Monitor and coordinate the progress of other team members

	involved 2.7 Identify and schedule the resources required for the execution of the maintenance program 2.8 Identify the key performance indicators to be used 2.9 Gain client agreement on maintenance milestones 2.10 Prepare an accurate estimate of the cost of executing the program in consultation with relevant team members 2.11 Gain approval 2.12 Document the civil works maintenance program
3. Initiate civil works maintenance programs	3.1 Acquire and make available the necessary resources 3.2 Issue clear and timely instructions to team members and others involved
4. Monitor, adjust and report on the execution of civil works maintenance programs	4.1 Ensure the safe, effective and efficient execution of the program 4.2 Monitor the civil works maintenance program performance 4.3 Initiate adjustments to civil works maintenance program 4.4 Provide ongoing clarification and advice to those applying the program 4.5 Complete and submit reports 4.6 Conduct performance review of the works maintenance program 4.7 Recommend changes to improve the safety, efficiency and effectiveness of the civil works maintenance programming process

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

RIICWM602A Establish civil works maintenance programs

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 RIICWM602D Establish civil works maintenance programs

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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 relevant legislation, documentation, policies and procedures
- implements the requirements, procedures and techniques for the safe, effective and efficient completion of the establishment of civil works maintenance programs including:
 - interpreting asset plans, drawings, program specifications, briefs and contracts
 - interpreting engineering survey information
 - interpret hydrological, meteorological and geotechnical data
 - scheduling inspections
 - interpreting inspection data
 - providing team leadership and coordination
 - applying innovative solutions and new technology
 - consulting with clients and team members
 - selecting and applying appropriate maintenance operational techniques
 - developing and applying works maintenance programs
 - applying project scheduling and resource management technology
 - providing clarification and advice
- works effectively with others to undertake and complete the establishment of civil works maintenance programs that safely, effectively and efficiently meet all of the required outcomes on a minimum of one (1) occasion including:
 - complying with written and verbal reporting requirements and procedures

- communicating clearly and concisely with others to receive and clarify work instructions
- communicating clearly and concisely with others to coordinate work activities
- demonstrates completion of establishing civil works maintenance programs that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - the identification of the relevant information and scope of the work required to meet the required outcomes
 - the identification of viable program options and the selection of programs that best meet the required outcomes including:
 - classifying the levels of the serviceability of assets
 - prioritising maintenance works
 - calculating maintenance resource quantities and program costs
 - maintaining maintenance program cost records
 - identifying contingency requirements
 - gaining client agreement on milestones
 - monitoring and coordinating the progress of other team members involved
 - identifying and scheduling the required resources
 - identifying and monitoring key performance indicators
 - gaining approval
 - documenting the construction plan
 - provide clarification and advice

Knowledge Evidence

The candidate must demonstrate knowledge in establishing civil works maintenance programs through:

- accessing, interpreting and applying legislative, organisation and site requirements and procedures for:
 - risk management
 - statutory compliance
 - works maintenance program development and implementation
 - work health and safety
 - environmental issues
 - quality management
 - communication
 - inspection program scheduling
 - asset condition classification
 - maintenance works prioritisation
 - Industry and organisational maintenance
 - maintenance program review

- maintenance program documentation
- maintenance program reporting
- maintenance program approval
- maintenance program records filing
- performance review
- applying negotiation techniques
- applying feedback techniques
- identifying and using civil works maintenance options
- accessing and interpreting sources of information on innovation and new technology
- applying techniques for choosing preferred options
- applying team leadership techniques
- applying operational techniques
- identifying civil works maintenance plant and equipment capabilities
- applying cost estimation techniques
- applying principles of road user behaviour

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 must be assessed in the context of this sector's work environment; 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
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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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