



Australian Government

SIFCCAC008 Coordinate burial works

Release: 2

SIFCCAC008 Coordinate burial works

Modification History

The details of this endorsed unit are in the table below. the latest information is at the top.

Release	Comments
2	Editorial correction to prerequisite code.

Application

This unit describes the performance outcomes, skills and knowledge required to identify, schedule and communicate burial works requirements to others. It applies to cemetery and crematorium supervisory staff who ensure that work is carried out according to work health and safety, relevant legislation and workplace policies and procedures.

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

Pre-requisite Unit

SIFCWHS001 Identify hazards and assess risks in a cemetery or crematorium

Competency Field

Cemetery and Crematoria Administration and Coordination

Unit Sector

Cemetery and Crematoria

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Identify and confirm burial works requirements.

PERFORMANCE CRITERIA

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

- 1.1 Liaise with appropriate personnel to confirm burial works requirements.
- 1.2 Advise relevant staff of relevant legislation and workplace policies and procedures for carrying out burial works as required.
- 1.3 Review and communicate burial works schedules to

appropriate personnel.

2. Oversee conduct of burial works.
 - 2.1 Monitor burial works schedules to assist with efficient operations.
 - 2.2 Monitor burial works according to relevant legislation and workplace policies and procedures.
 - 2.3 Address problems that may arise during and after burial works and assist staff in their resolution as appropriate.
 - 2.4 Recognise potential or actual breaches of relevant legislation or workplace policies and procedures and take appropriate action.
 - 2.5 Evaluate efficiency of operations for continuous improvement.

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

SIFBCR019A Coordinate burial works.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>

Assessment Requirements for SIFCCAC008 Coordinate burial works

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to:

- communicate legislation, work requirements and schedules to appropriate personnel
- coordinate required personnel, tools, equipment and machinery and monitor operations to ensure all burial works are conducted safely and efficiently and in accordance with work specifications and burial schedules

Evidence of performance of coordinating and overseeing burial works of five or more grave sites is required to demonstrate consistency of performance and ability to respond to different situations.

Knowledge Evidence

Demonstrated knowledge of:

- role and responsibilities of personnel associated with burial works
- regulatory requirements and methods for burials and ability to deal with breaches
- processes and procedures for:
 - general cemetery operation
 - gravedigging, opening and probing
 - exhumation
 - vault excavation and installation
 - shoring methods and procedures
 - safe operation of tools, equipment and machinery
- federal, state or territory, and local government legislation and regulations relating to work health and safety/occupational health and safety and conduct of burials
- relevant workplace policies and procedures regarding burial works
- social, religious and cultural differences and traditions that impact on burial works
- roles and duties of cemetery personnel.

Assessment Conditions

Skills must be demonstrated in a cemetery workplace:

- using suitable equipment and resources, including:
 - personal protective equipment

- burial works schedules and booking systems
- under industry operating conditions where there is:
 - integration of tasks with possible interruptions to work typical of the job role
 - speed and timing requirements that reflect commercial operating conditions
 - interaction with relevant personnel

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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