



Australian Government

Department of Education, Employment and Workplace Relations

SIFBCR021A Consolidate collapsed graves

Revision Number: 1

SIFBCR021A Consolidate collapsed graves

Modification History

Not applicable.

Unit Descriptor

Unit descriptor

This unit describes the performance outcomes, skills and knowledge required to identify the cause of a grave collapse, to make safe the ground surrounding the grave and to consolidate a collapsed grave safely.

Application of the Unit

Application of the unit

This unit applies to experienced cemetery gravedigging staff and involves working under supervision as part of a team with some responsibility. It requires the development and application of work requirements to consolidate the grave collapse safely.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units

- SIFBCR017A Prepare for gravedigging
- SIFBCR018A Backfill and make good graves
- SIFOHS001A Follow OHS procedures
- SIFOHS007A Identify hazards and assess risks in a cemetery or crematorium
- SIFBCR020A Dig a grave manually
- or
- SIFBCR023A Dig a grave using machinery

Employability Skills Information

Employability skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency. Performance criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Prepare to consolidate collapsed grave.	1.1 Identify <i>visible signs of grave collapse</i> and report to <i>relevant staff</i> according to <i>workplace policies and procedures</i>. 1.2 Identify and explore visible and underlying <i>causes of grave collapse</i> according to workplace policies and procedures. 1.3 Assess and confirm <i>work requirements</i> with relevant staff according to workplace policies and procedures. 1.4 Prepare and check <i>personal protective equipment</i> for serviceability according to workplace policies and procedures. 1.5 Assemble <i>tools, equipment</i> and <i>machinery</i> according to work requirements and workplace policies and procedures. 1.6 Identify <i>safety hazards</i> and take <i>corrective action</i> according to workplace policies and procedures, and <i>relevant legislation</i>.

ELEMENT**PERFORMANCE CRITERIA**

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|---|---------------------------------------|-----|---|
| 2 | Make ground safe. | 2.1 | Assemble and brief work team according to work requirements and workplace policies and procedures. |
| | | 2.2 | Make ground safe using identified shoring system according to workplace policies and procedures, and relevant legislation. |
| | | | |
| 3 | Conduct grave collapse consolidation. | 3.1 | Carry out grave collapse consolidation according to work requirements, workplace policies and procedures, and relevant legislation. |
| | | 3.2 | Maintain above and below ground communication with team members as required. |
| | | 3.3 | Take appropriate <i>corrective or emergency action</i> as required. |
| | | 3.4 | Remove, clean and store tools, equipment and machinery according to workplace policies and procedures. |

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- safe operation and maintenance of relevant tools, equipment and machinery
- safe use of personal protective clothing and equipment
- problem-solving skills to identify and address safety hazards
- communication skills, including clear and direct communication and active listening and questioning techniques to liaise with team members and relevant personnel to identify work requirements and maintain safety
- literacy and numeracy skills to interpret legislation and workplace policies and procedures
- planning skills to assemble required personnel and appropriate tools, equipment and machinery.

Required knowledge

- hazard identification and application of appropriate corrective actions
- broad working knowledge of relevant federal, state or territory, and local government legislation and regulations relating to OHS and gravedigging
- workplace policies and procedures to maintain safety requirements
- shoring methods
- soil types and conditions relevant to shoring requirements.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- ability to select, prepare, use, maintain and clean the required tools and equipment according to supervisor instructions, workplace policies and procedures, and manufacturer's instructions
- ability to identify and assess the causes and methods for treating grave collapses, to make safe the ground

EVIDENCE GUIDE

surrounding the grave and to consolidate a collapsed grave safely

- performs grave collapse consolidation according to work requirements, workplace policies and procedures, and relevant legislation.

Context of and specific resources for assessment

Assessment must ensure:

- demonstration of skills within a cemetery environment where a grave collapse has occurred, which allows for application of shoring skills
- access to relevant tools, equipment and machinery
- access to personal protective equipment
- consolidating collapsed graves on multiple occasions to ensure consistency of performance and ability to respond to different situations.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of candidate identifying, assessing and developing work requirements for a range of grave collapses in a cemetery or other burial environment
- observation of candidate applying appropriate shoring methods
- observation of candidate performing a range of grave collapse consolidations according to safety requirements
- written or verbal questioning to assess knowledge and understanding of workplace policies and procedures, and relevant legislation
- review of portfolios of evidence and third-party workplace reports of on-the-job performance by the candidate.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Employability skills embedded in this unit should be assessed holistically with other relevant units that make up the skill set or qualification and in the context of the job role.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Visible signs of grave collapse may include:

- fretting from top edge
- slump in surface near excavation
- tension cracks
- support timbers bowing or creaking.

Relevant staff may include:

- manager
- supervisor
- leading hand.

Workplace policies and procedures may include:

- standard operating policies and procedures
- standards and certification requirements
- quality assurance procedures
- OHS procedures
- emergency procedures, including fire and accident procedures
- care, maintenance and use of tools, equipment and machinery.

RANGE STATEMENT

Causes of grave collapse may include:

- air
- vibration
- water
- ground pressure, such as:
 - machinery
 - people
 - soil
- soil types or conditions.

Work requirements may include:

- method of grave collapse consolidation
- authorisation to enter confined space
- required personnel
- personal protective equipment
- tools and equipment
- machinery
- safety hazards
- protective restraints, such as:
 - sheeting
 - barricades
 - temporary fencing and reinforced covers
- appropriate shoring system, such as:
 - box set
 - closed timbering for wet sand or refilled ground
 - soldier set or box sets for firm, hard clay
 - shields where suitable for rock.

RANGE STATEMENT

Personal protective equipment may include:

- overalls
- steel-capped boots
- jacket
- long sleeves
- gloves
- safety glasses or goggles
- hat or cap
- hard hat
- gumboots
- ear plugs or muffs
- sun protection
- two-way radio.

Tools and equipment may include:

- spreaders
- boards
- hydraulic braces
- stabilisers
- spades
- shovels
- picks
- crowbars
- auger
- timber tom
- sledgehammer
- timber mallet
- power saw
- handsaw
- timber of correct or recommended grade, size and type
- ladder that complies with requirements of current Australian standard
- explosive power tool
- emergency equipment
- sludge pump.

RANGE STATEMENT

Machinery may include:

- backhoe
- front-end loader
- skidsteer loader
- excavator
- tractor
- truck.

Safety hazards may relate to:

- air
- water
- vibration
- heat
- slippery surfaces
- overhead obstacles
- ground pressure, such as:
 - machinery
 - people
 - soil
 - structures
- previously dug graves
- monument collapse
- foreign objects
- drains
- cables
- sprinklers
- pipes
- trees and roots.

Corrective action may include:

- alternative shoring methods
- use of a sludge pump.

RANGE STATEMENT

Relevant legislation and regulations may include:

- OHS
- cemetery Acts and by-laws
- local government regulations
- Lands Act
- Public Health Act
- Environment Protection Act
- Australian standards
- Worksafe Australia certification and standards.

Corrective or emergency action may include:

- alternative shoring methods
- use of a sludge pump
- reduced soil loadings
- evacuation of gravesite.

Unit Sector(s)

Sector

Funeral Services

Competency field

Competency field

Burials and Cremations