



Australian Government

UEEEL0040 Develop compliance policies and plans to conduct an electrical contracting business

Release: 1

UEEEL0040 Develop compliance policies and plans to conduct an electrical contracting business

Modification History

Release 1. This is the first release of this unit of competency in the UEE Electrotechnology Training Package.

Application

This unit involves the skills and knowledge required to develop compliance policies and plans to conduct an electrical contracting business.

It includes the developing a business plan and workplace policies to ensure regulatory requirements are met in conducting a contracting electrical business.

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

Pre-requisite Unit

UEECD0007 Apply work health and safety regulations, codes and practices in the workplace

Competency Field

Electrical

Unit Sector

Electrotechnology

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Prepare business plan and compliance policies

PERFORMANCE CRITERIA

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

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| 1.1 | Factors influencing the performance of a contracting business are investigated and evaluated |
| 1.2 | Information and advice are sought on the effects of legislated requirements on the operation |

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| | 1.3 | Formal processes to meet compliance, managerial, occupational and workplace relations obligations are identified |
| | 1.4 | Focus of the business is identified from investigation of market opportunities and financial climate |
| 2 | Develop business plan and compliance policies | |
| | 2.1 | Policies are determined and developed to ensure occupational aspects of work meet all legislated requirements |
| | 2.2 | Policies are determined and developed to ensure compliance aspects of work meet all legislated requirements |
| | 2.3 | Policies are determined and developed to ensure managerial and workplace relations aspects of work meet all legislated requirements in accordance with relevant industry standards |
| | 2.4 | Procedures and processes are developed to support business policies and industry standards |
| | 2.5 | Methods are developed in business procedures to maintain occupational, compliance, managerial and workplace relations developments |
| | 2.6 | Policies, plans and workplace procedures are reviewed in consultation with appropriate person/s and changes made as required |
| | 2.7 | Plans, policies and procedures are documented in accordance workplace procedures and relevant industry standards |

Foundation Skills

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

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the UEE Electrotechnology Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UEENEEG175A Develop compliance policies and plans to conduct a electrical contracting business.

Links

Companion Volume implementation guides are found in VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b8a8f136-5421-4ce1-92e0-2b50341431b6>

Assessment Requirements for UEEEL0040 Develop compliance policies and plans to conduct an electrical contracting business

Modification History

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- evaluating factors influencing the performance of a contracting business accurately
- identifying the formal processes for meeting legislated obligations
- establishing an appropriate focus for the business
- establishing policies to ensure all legislated requirements and standards are met
- developing procedures and processes to give effect to established policies
- giving written justification of solutions provided
- dealing with unplanned events
- applying relevant industry standards
- applying relevant legislation
- applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements, including using risk control measures
- developing business plan and compliance policies, including:
 - completing documentation
 - developing methods to maintain procedures
 - reviewing policies, plans and procedures.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- electrical contracting plans and compliance policies for a contracting business, including:
 - enterprise regulatory requirements and non-regulatory standards:
 - compliance regulations for businesses
 - methods of meeting compliance
 - non-regulatory standards and their effects on business
 - electricity distributors and supply requirements:
 - general requirements for the supply of electricity
 - supply and metering requirements

- acceptable arrangement of switchgear and control gear
- acceptable earthing methods and arrangements
- electricity regulatory safety requirements:
 - regulatory requirements for ensuring the safety and integrity of electrical installations
 - regulatory requirements relative to the jurisdiction for which competency is sought
 - types and scope of electrical inspections and safety audits
 - authority of electrical inspectors
- problem-solving techniques
- relevant industry standards
- relevant manufacturer specifications
- relevant quality workplace procedures
- relevant risk mitigation processes
- relevant WHS/OHS legislated requirements
- relevant workplace documentation
- relevant workplace policies, procedures and instructions.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, equipment specifications, regulations, codes of practice and operation manuals.

Links

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