



Australian Government

UEERA0055 Manage refrigeration and air conditioning projects

Release: 1

UEERA0055 Manage refrigeration and air conditioning projects

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 manage refrigeration and air conditioning projects.

It includes the management of safety, budget, variations, personnel, resources and critical path timelines and all necessary progress and completion documentation.

The skills and knowledge described in this unit may, in some jurisdictions, require a licence or permit to practice in the workplace subject to regulations for undertaking refrigeration and air conditioning work.

Practice in the workplace and during training is also subject to work health and safety (WHS)/occupational health and safety (OHS) regulations.

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

Pre-requisite Unit

Not applicable

Competency Field

Refrigeration and air-conditioning

Unit Sector

Electrotechnology

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

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

- 1 Determine the scope of the project**
 - 1.1** WHS/OHS requirements and workplace procedures for a given work area are identified, obtained and applied
 - 1.2** Project deliverables and budget are determined from project planning and relevant documentation and/or discussions with relevant person/s
 - 1.3** Measurable outcomes are identified to evaluate project on completion from project planning and relevant documentation in accordance with contractual agreement
 - 1.4** Plant, materials and skills required to meet project outcomes are determined from project planning and relevant documentation in accordance with contractual agreement
 - 1.5** Workplace procedures are developed for managing contract variations from discussions with relevant person/s in accordance with contractual agreement
- 2 Manage project**
 - 2.1** WHS/OHS requirements and procedures are implemented and monitored
 - 2.2** Achievement of project outcomes is assigned to relevant person/s involved in the project
 - 2.3** Project risks are identified and project plan strategies implemented to ensure outcomes are achieved in accordance with relevant industry standards, WHS/OHS requirements, contractual agreement and workplace procedures
 - 2.4** Procurement processes, timelines and supply of plant and materials are monitored in accordance with workplace procedures
 - 2.5** Project progress is monitored in accordance with schedule, quality requirements and budget
 - 2.6** Conflict issues at worksite between stakeholders, clients and regulators are identified and managed in accordance with workplace procedures
 - 2.7** Variations are managed in accordance with workplace procedures and contractual agreement
 - 2.8** Project records are maintained and forwarded to relevant person/s

3 Complete project

- 3.1 Project outcomes, implemented risk strategies, contract variations, safety record and budget are reviewed in accordance with contractual agreement
- 3.2 Project completion acceptance is sought from relevant person/s and handover documented in accordance with workplace procedures

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.

Managing a refrigeration and air conditioning project must include the following:

- an industry accepted medium-sized refrigeration or air conditioning project

Unit Mapping Information

This unit replaces and is equivalent to UEENEEJ040B Manage refrigeration and air conditioning projects.

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 UEERA0055 Manage refrigeration and air conditioning projects

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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, performance criteria and range of conditions on at least one occasion and include:

- establishing the scope of the project accurately
- ascertaining the input to a project
- developing effective management processes
- managing resources and variations effectively
- resolving conflicts
- adopting risk management strategies
- maintaining records and submitting progress reports
- meeting project outcomes
- dealing with unplanned events
- applying relevant work health and safety (WHS)/occupational health and safety (WHS/OHS) requirements, including using risk control measures
- completing projects
- managing projects.

Knowledge Evidence

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

- refrigeration and air conditioning project management methods and techniques, safe working practices and relevant standards, codes and regulations, including:
 - defining project parameters, including:
 - project scope; project stakeholders and clients; project phases and the relationship between phases; time requirements and limitations; resource requirements and limitations; quality requirements and limitations
 - time management, including:
 - time management concepts and standard practices for ensuring a project runs to time
 - financial management, including:

- financial management concepts; standard practices for managing project finances; project budgets; costs, variations and estimations; invoicing against project phases/deliverables and acquittals
- quality management, including:
 - quality management concepts; standard practices for managing quality within a project
- human resource management, including:
 - human resource management concepts and standard practices for managing personnel within a project
- communication management, including:
 - communication management concepts and standard practices for managing communication within a project
- risk management and contingencies, including:
 - risk management concepts; standard practices for managing risk within a project; internal risks; external risks; risk minimisation; risk removal and contingencies
- procurement management, including:
 - procurement management concepts and standard practices for managing procurement
- physical resource management, including:
 - types of physical resource, including equipment, technology, information, facilities; physical resource management concepts and standard practices for managing physical resources
- contracts, including:
 - understanding project contracts; standard practices for working to contract specifications; contract format; contract content; legal obligations of contract parties; and accompanying documentation, including contract schedules
- performance assessment and continuous improvement, including:
 - standard performance assessment practices and standard continuous improvement practices
- engineering ethics principles
- customer/client relations, including:
 - importance of customer/client relations
 - interpersonal skills that enhance customer/client
 - dispute resolution
 - customer/client relations strategies
- refrigeration and air conditioning industry sector customs and practices, including:
 - technical aspects of project planning and management encompassing:
 - method of ensuring equipment meets specified performance requirements
 - performance/cost-benefit analysis
 - equipment procurement
 - typical approaches to planning and management
 - successful planning techniques

- best practice management methods and styles
- relevant manufacturer specifications
- relevant safe work method statements (SWMS)/job safety assessments or risk mitigation processes
- relevant WHS/OHS legislated requirements
- relevant workplace documentation
- relevant workplace policies and procedures.

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 suitable workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated suitable 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 simulations
- relevant and appropriate materials, tools, facilities and equipment currently used in industry
- applicable documentation, including workplace procedures, equipment specifications, regulations, codes of practice and operation manuals.

Links

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