



Australian Government

UEPOPS015 Conduct project management

Release: 1

UEPOPS015 Conduct project management

Modification History

Release 1. This is the first release of this unit of competency in the UEP Electricity Supply Industry – Generation Sector Training Package Release 2.0.

Application

This unit involves the skills and knowledge required to undertake project management plans and conduct project work.

Project management is the application of processes, methods, knowledge, skills and experience to achieving explicitly stated objectives. Project management includes initiating, planning, executing, controlling and closing projects in line with budget and timeframe constraints.

Competency in this unit requires the ability to plan and prepare, coordinate project plans and complete all documentation. Individuals will, in general, work as an operator with responsibility for project management, in a power generation facility.

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

Pre-requisite Unit

There are no prerequisite units

Competency Field

Operations

Unit Sector

Electricity generation

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Plan and prepare

PERFORMANCE CRITERIA

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

- 1.1** Project management scope, outcomes, budget and timeline dates are identified in accordance with project

plan and workplace procedures

- 1.2** Work health and safety (WHS)/occupational health and safety (OHS) regulations, legislative requirements, codes of practice, manufacturers' recommendations and specifications, environmental requirements and workplace procedures are identified, applied and monitored
- 1.3** Resources and stakeholders are identified, availability assessed and tasks allocated in accordance with project plan and workplace procedures
- 1.4** Preparation of technical specifications is conducted to meet project timeline dates in accordance with project plan and workplace procedures
- 1.5** Agreements with service providers and stakeholders are established in accordance with project plan and workplace procedures
- 1.6** Integrated overview plan is prepared and distributed for review by stakeholders in accordance with project plan and workplace procedures
- 1.7** Areas for potential overrun and resource complications are identified and are assessed for risks in accordance with project plan and workplace procedures
- 1.8** Documentation, materials and equipment required for the project are obtained in accordance with project plan and workplace procedures
- 1.9** Communication processes, including meetings, are organised to meet the needs of project stakeholders and service providers in accordance with project plan and workplace procedures

2 Coordinate project plan

- 2.1** Project management plan, including power generation plant isolation and access requirements, are coordinated in accordance with legislative requirements and workplace procedures
- 2.2** Specialist equipment and personnel are coordinated to achieve project management plan outcomes in accordance with project plan and workplace procedures
- 2.3** Project management plan progress and costs are reviewed against budget targets and baseline key performance indicators (KPIs) in accordance with

project plan and workplace procedures

2.4 Deviations from project management plan are identified and actions are taken to adjust project outcomes in accordance with project plan and workplace procedures

2.5 Deviations from project management plan requirements are reported to relevant stakeholders in accordance with project plan and workplace procedures

2.6 Project management plan is continuously reviewed in relation to workplace safety, quality control, resources, timeframes, costs and equipment in accordance with project plan and workplace procedures

3 Complete documentation

3.1 Power generation plant quality assurance documents and outage reports are provided in accordance with project plan and workplace procedures

3.2 Power generation plant and maintenance records are updated in accordance with project plan and workplace procedures

3.3 Power generation plant availability is declared on completion of project in accordance with project plan and workplace procedures

3.4 Project management plan performance and completion is reviewed and opportunities for improvement are documented in accordance with project plan and 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 UEP Electricity Supply Industry – Generation Sector Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UEPOPS507 Conduct project management.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1715b9fa-e7bd-441c-bb8d-cf22c9c825a8>

Assessment Requirements for UEPOPS015 Conduct project management

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Performance Evidence

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

- applying work health and safety (WHS)/occupational health and safety (OHS) requirements, including:
 - emergency procedures
 - risk control measures
 - safe working practices
- communicating with stakeholders
- completing documentation, including recording procedures
- coordinating project management plan, including contributing to project plan
- identifying conflict of power generating plant and project work requirements
- implementing regulations, legislative requirements, codes of practice, manufacturers' recommendations and specifications, and environmental requirements
- managing timelines and resources, including human resource requirements and contractual procedures
- monitoring budget expenditure
- planning and preparing project using project management principles
- responding to project plan deviations
- using quality control procedures.

Knowledge Evidence

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

- arrangements of power production plant
- contractual obligations
- power generating plant and equipment, location and operating parameters
- project management planning principles, techniques and concepts
- project management work coordination
- regulations, legislative requirements, codes of practice, manufacturers' recommendations and

- specifications, and environmental requirements
- stakeholder management techniques, including liaising with contractors
- WHS/OHS requirements, including:
 - emergency procedures
 - risk control measures
 - safe working practices
- workplace documentation
- workplace policies and procedures, including:
 - quality control procedures
 - financial and contractual 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 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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