



Australian Government

UEPOPS507 Conduct project management

Release: 1

UEPOPS507 Conduct project management

Modification History

Release 1. This is the first release of this unit of competency in the UEP Generation Training Package.

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 time frame 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.

Note: Workplace practice

The application of the skills and knowledge described in this unit may require a licence or training permit to practice in the workplace where work is carried out on gas and electrical installations. Additional conditions may apply under state and territory legislative and regulatory licensing requirements.

Pre-requisite Unit

There are no prerequisite units.

Competency Field

Operations

Unit Sector

Electricity generation

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes.

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

1 Plan and prepare

- 1.1** Project management scope, desired outcomes, budget and timeline dates are identified, in accordance with workplace procedures
- 1.2** Resources and stakeholders are identified, availability assessed and tasks allocated, in accordance with workplace procedures and project requirements
- 1.3** Preparation of technical specifications is conducted, in accordance with workplace procedures to meet project timeline dates
- 1.4** Agreements with service providers and stakeholders are established, in accordance with workplace procedures and project requirements
- 1.5** An integrated overview plan is prepared and distributed for review by stakeholders, in accordance with workplace procedures and project requirements
- 1.6** Areas for potential overrun and resource complications are identified and are assessed for risks, in accordance with workplace procedures and project requirements
- 1.7** Documentation, materials and equipment required for the project are obtained, in accordance with workplace procedures and project requirements
- 1.8** Communication processes, including meetings, are organised to meet the needs of project stakeholders and service providers, in accordance with workplace procedures and project requirements

2 Coordinate project plan

- 2.1** Project plan including power generation plant isolation and access requirements are coordinated, in accordance with legislative obligations, industry standards and workplace procedures
- 2.2** Specialist equipment and personnel are coordinated, in accordance with workplace procedures and project requirements, to achieve desired project outcomes
- 2.3** Project progress and costs are reviewed against budget targets and baseline key performance indicators
- 2.4** Deviations from project management plan are identified

and actions are taken, in accordance with workplace procedures and project requirements to adjust project outcomes

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

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

- 3 Complete documentation**
- 3.1** Power generation plant quality assurance documents and outage reports are provided, in accordance with project requirements, legislative obligations and workplace procedures
- 3.2** Power generation plant and maintenance records are updated, in accordance with workplace procedures
- 3.3** Power generation plant availability is declared on completion of project, in accordance with workplace procedures
- 3.4** Project performance and completion is reviewed, in accordance with workplace procedures, against plan, and opportunities for improvement are documented

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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UEPOPS507B 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 UEPOPS507 Conduct project management

Modification History

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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, performance criteria and range of conditions on at least two separate occasions and includes:

- 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 legislation, industry standards, codes of practice and regulations
- managing timelines and resources including human resource requirements including 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, performance criteria and range of conditions and includes knowledge of:

- contractual obligations
- legislation, industry standards, codes of practice and regulations
- power generating plant and equipment, its location and operating parameters
- project management planning principles, techniques and concepts
- project management work coordination
- stakeholder management techniques including liaising with contractors

- typical arrangements of power production plant
- WHS/OHS legislated 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

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

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 currently used in industry
- applicable documentation including workplace procedures, industry standards, equipment specifications, regulations, codes of practice and operation manuals.

Links

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