

# CPCCPB3026B Matrix Map

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## ELEMENTS AND PERFORMANCE CRITERIA

Element	Performance Criteria	Task / Question Map
<i>Plan and prepare.</i>	<i>Work instructions and operational details are obtained using relevant information, confirmed and applied for planning and preparation purposes.</i>	<i>Selecting Tools and Equipment: Q1 SCENARIO: Setting up procedures: Q2 Identifying relevant standards: Q1 Q2 Set Up Sequence for Trestles and Planks: Q1 ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q1 Q2</i>
	<i>Safety (OHS) requirements are followed in accordance with safety plans and policies.</i>	<i>Safety and Signage: Q1 Identifying relevant standards: Q1 Q2 Control Measures: Q2 Set Up Sequence for Trestles and Planks: Q4 Workplace Task: Inspected worksite</i>
	<i>Signage and barricade requirements are identified and implemented.</i>	<i>Safety and Signage: Q1 SCENARIO: Setting up procedures: Q1 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Inspected worksite</i>
	<i>Tools and equipment selected to carry out tasks are consistent with the requirements of the job, checked for serviceability and any faults are rectified or reported prior to commencement.</i>	<i>Selecting Tools and Equipment: Q2 Q4 Assess Risks: Q1 SCENARIO: Report Faults: Q1 Workplace Task: Inspected trestle and plank</i>
	<i>Material quantity requirements are calculated in accordance with plans and specifications and quality requirements.</i>	<i>Selecting Tools and Equipment: Q4</i>

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	<i>Materials appropriate to the work application are identified, obtained, prepared, safely handled and located ready for use.</i>	<i>Selecting Tools and Equipment: Q2 Assess Risks: Q1 Q3</i>
	<i>Environmental requirements are identified for the project in accordance with environmental plans and regulatory obligations and applied.</i>	<i>Assess Risks: Q1 House Keeping: Q1 Q2</i>
<i>Inspect work site.</i>	<i>Type of trestle and plank system required is identified from work site and work instructions.</i>	<i>Selecting Tools and Equipment: Q2 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Set up trestle and planks</i>
	<i>Work area is cleaned of rubbish or unnecessary materials.</i>	<i>ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Inspected worksite</i>
	<i>Risks to other workers, power supply and other services are assessed.</i>	<i>Set Up Sequence for Trestles and Planks: Q4 Record faults and tag: Q1 Workplace Task: Inspected worksite</i>
	<i>Access to erected trestle and plank platform is planned.</i>	<i>ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Inspected worksite</i>
	<i>Access of plaster products and tools from the plank is planned.</i>	<i>Assess Risks: Q3 ACTIVITY: Erect a Trestle and Plank System: Q1</i>
<i>Erect trestle and plank system.</i>	<i>Trestle and plank system is selected to meet the Australian standard AS6001-1999 and work requirements.</i>	<i>Assess Risks: Q2 Identifying relevant standards: Q1 Q2 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Set up trestle and planks</i>
	<i>Trestle system components are collected and located at work site.</i>	<i>ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Set up trestle and planks</i>
	<i>Trestles and planks are inspected for serviceability as determined by the Australian standards.</i>	<i>Selecting Tools and Equipment: Q3 Assess Risks: Q2 Identifying relevant standards: Q1 Q2 Workplace Task: Inspected trestle and plank</i>
	<i>Trestles are appropriately positioned for the work and the planks to be used.</i>	<i>Set Up Sequence for Trestles and Planks: Q2 Q3 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Set up trestle and planks</i>

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	<i>Planks are fitted to the trestles at the required height using authorised procedures and within work site or regulatory restrictions.</i>	<i>Selecting Tools and Equipment: Q2 Set Up Sequence for Trestles and Planks: Q3 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Set up trestle and planks</i>
<i>Inspect system.</i>	<i>Trestle and plank work platform is inspected before and during use.</i>	<i>Selecting Tools and Equipment: Q3 Assess Risks: Q2 SCENARIO: Report Faults: Q1 Record faults and tag: Q2 Workplace Task: Inspected trestle and plank</i>
	<i>Faults found are reported to supervisor and rectifications are conducted or system is labelled to prevent use pending repair.</i>	<i>Selecting Tools and Equipment: Q3 Assess Risks: Q2 SCENARIO: Report Faults: Q1 Q2 Record faults and tag: Q1 Workplace Task: Inspected trestle and plank</i>

## REQUIRED SKILLS

Required Skill	Task / Question Map
Required skills for this unit are:	
communication skills to:	
<i>follow instructions</i>	<i>Required Communication Skills: Q1</i>
read and interpret:	
<i>documentation from a variety of sources</i>	<i>ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q1 Q2</i>
<i>drawings and specifications</i>	<i>Selecting Tools and Equipment: Q4</i>
<i>recognise procedures</i>	<i>Set Up Sequence for Trestles and Planks: Q1 Q4</i> <i>Record faults and tag: Q1</i> <i>Workplace Task: Set up trestle and planks</i>
<i>report faults</i>	<i>Assess Risks: Q2</i> <i>SCENARIO: Report Faults: Q1 Q2</i> <i>Workplace Task: Inspected trestle and plank</i>
<i>enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand</i>	<i>SCENARIO: Report Faults: Q1</i> <i>SCENARIO: Setting up procedures: Q2</i> <i>Required Communication Skills: Q1</i>
<i>use language and concepts appropriate to cultural differences</i>	<i>Required Communication Skills: Q2</i>
<i>use and interpret non-verbal communication, such as hand signals</i>	<i>Safety and Signage: Q1</i> <i>Required Communication Skills: Q2</i>
<i>written skills to record results of checks and tests and relevant work completion procedures</i>	<i>SCENARIO: Report Faults: Q2</i>
<i>evaluate own actions and make judgments about performance and necessary improvements</i>	<i>SCENARIO: Setting up procedures: Q2</i>

<p>identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials</p>	<p>SCENARIO: Report Faults: Q1 Q2                      SCENARIO: Setting up procedures: Q2                      Workplace Task: Inspected trestle and plank</p>
<p>organisational skills, including the ability to plan and set out work</p>	<p>Selecting Tools and Equipment: Q1 Q4                      Assess Risks: Q1 Q3                      Set Up Sequence for Trestles and Planks: Q1</p>
<p>respond to change and contribute to workplace responsibilities, such as current work site environmental and sustainability frameworks and management systems</p>	<p>Assess Risks: Q2                      SCENARIO: Setting up procedures: Q2</p>
<p>teamwork skills to work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities</p>	<p>Required Communication Skills: Q2</p>
<p>technological skills to:</p>	
<p>use a range of mobile technology, such as two-way radio and mobile phones</p>	<p>Required Communication Skills: Q3</p>
<p>voice and hand signals to access and understand site-specific instructions.</p>	<p>Required Communication Skills: Q2</p>

## REQUIRED KNOWLEDGE

Required Knowledge	Task / Question Map
Required knowledge for this unit is:	
<i>identifying faults in operation of equipment</i>	<p>Assess Risks: Q2</p> <p>SCENARIO: Report Faults: Q1</p> <p>SCENARIO: Setting up procedures: Q1</p> <p>Set Up Sequence for Trestles and Planks: Q2</p> <p>Record faults and tag: Q1 Q2</p> <p>Workplace Task: Inspected trestle and plank</p>
<i>identifying potential for health and safety risks from workplace information and labels</i>	<p>Selecting Tools and Equipment: Q1</p> <p>SCENARIO: Setting up procedures: Q1</p> <p>Identifying relevant standards: Q1 Q2</p> <p>Record faults and tag: Q1</p> <p>ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q1</p> <p>Workplace Task: Inspected worksite</p>
<i>identifying the purpose of tags and logs of use for equipment</i>	Record faults and tag: Q1 Q2
<i>job safety analysis (JSA) and safe work method statements</i>	<p>Selecting Tools and Equipment: Q1</p> <p>Assess Risks: Q1</p> <p>Control Measures: Q2</p> <p>ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q1 Q2</p> <p>Workplace Task: Inspected worksite</p>
<i>manufacturer and supplier instructions for plant and equipment</i>	<p>ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q1 Q2</p> <p>Workplace Task: Set up trestle and planks</p>
<i>names and functions of equipment, components and materials</i>	<p>Set Up Sequence for Trestles and Planks: Q1</p> <p>Workplace Task: Set up trestle and planks</p>

<p><i>requirements to plan own work</i></p>	<p><i>Selecting Tools and Equipment: Q4</i>  <i>Assess Risks: Q3</i>  <i>SCENARIO: Setting up procedures: Q2</i>  <i>Set Up Sequence for Trestles and Planks: Q1 Q3</i>  <i>House Keeping: Q1 Q2</i></p>
<p><i>safely use equipment, shift and handle products and materials.</i></p>	<p><i>Selecting Tools and Equipment: Q2</i>  <i>SCENARIO: Setting up procedures: Q1</i>  <i>Control Measures: Q2</i>  <i>Set Up Sequence for Trestles and Planks: Q3 Q4</i>  <i>Workplace Task: Set up trestle and planks</i></p>

## CRITICAL ASPECTS

Critical Aspects	Task / Question Map
<i>This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.</i>	
<i>Assessment of essential underpinning knowledge will usually be conducted in an off-site context.</i>	SCENARIO: Report Faults: Q1 ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q1 Q2
<i>Assessment is to comply with relevant regulatory or Australian standards' requirements.</i>	Assess Risks: Q2
Resource implications for assessment include:	
<i>work site</i>	Selecting Tools and Equipment: Q2 Q4 Assess Risks: Q1 Safety and Signage: Q1 SCENARIO: Setting up procedures: Q2
<i>trestles</i>	Selecting Tools and Equipment: Q1 SCENARIO: Setting up procedures: Q1 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Inspected worksite
<i>planks.</i>	Selecting Tools and Equipment: Q2 Q4 Assess Risks: Q2 Set Up Sequence for Trestles and Planks: Q3 ACTIVITY: Erect a Trestle and Plank System: Q1
<i>Assessment of this unit of competency may be in conjunction with assessment of other units commonly performed at the same time in normal job roles.</i>	
<i>Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.</i>	



## RANGE STATEMENTS

Range Statements	Task / Question Map	
<i>Planning and preparation include:</i>	<i>assessment of conditions and hazards</i>	<i>Selecting Tools and Equipment: Q1</i> <i>Assess Risks: Q1 Q3</i> <i>Safety and Signage: Q1</i> <i>SCENARIO: Setting up procedures: Q1 Q2</i> <i>Record faults and tag: Q1</i> <i>House Keeping: Q1 Q2</i> <i>ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q1 Q2</i> <i>Workplace Task: Inspected worksite</i>
	<i>determination of work requirements and safety plans and policies</i>	<i>Selecting Tools and Equipment: Q2 Q4</i> <i>Assess Risks: Q1</i> <i>Identifying relevant standards: Q1 Q2</i>
	<i>equipment defect identification</i>	<i>Selecting Tools and Equipment: Q3</i> <i>Assess Risks: Q2</i> <i>SCENARIO: Report Faults: Q1</i> <i>Record faults and tag: Q1</i> <i>Workplace Task: Inspected trestle and plank</i>
	<i>work site inspection.</i>	<i>Selecting Tools and Equipment: Q1 Q4</i> <i>Assess Risks: Q1</i> <i>SCENARIO: Setting up procedures: Q2</i> <i>House Keeping: Q1 Q2</i> <i>Workplace Task: Inspected worksite</i>
<i>Safety (OHS) is to be in accordance with state and territory legislation and regulations and project safety plan and may include:</i>	<i>emergency procedures, including extinguishing fires, organisational first aid requirements and evacuation</i>	

	<i>hazard control</i>	<i>Selecting Tools and Equipment: Q1</i> <i>Assess Risks: Q1 Q2</i> <i>Safety and Signage: Q1</i> <i>SCENARIO: Setting up procedures: Q1</i> <i>Control Measures: Q2</i> <i>House Keeping: Q1 Q2</i> <i>ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q2</i> <i>Workplace Task: Inspected worksite</i>
	<i>hazardous materials and substances</i>	<i>Assess Risks: Q3</i>
	<i>organisational first aid</i>	
	<i>PPE prescribed under legislation, regulations and workplace policies and practices</i>	<i>Control Measures: Q2</i>
<i>safe operating procedures, including the conduct of operational risk assessment and treatments associated with:</i>		
	<i>concealed services (water, power and gas)</i>	<i>Workplace Task: Inspected worksite</i>
	<i>lighting</i>	
	<i>traffic control</i>	<i>Safety and Signage: Q1</i> <i>SCENARIO: Setting up procedures: Q1</i>
	<i>restricted access barriers</i>	<i>Safety and Signage: Q1</i> <i>SCENARIO: Setting up procedures: Q1</i> <i>ACTIVITY: Erect a Trestle and Plank System: Q1</i>
	<i>trip hazards</i>	<i>House Keeping: Q1 Q2</i> <i>ACTIVITY: Interpret Risk Assessment for Trestles and Planks: Q2</i>
	<i>work site visitors and the public</i>	<i>Safety and Signage: Q1</i>
	<i>working at heights</i>	<i>Selecting Tools and Equipment: Q1</i> <i>Assess Risks: Q1</i> <i>Safety and Signage: Q1</i> <i>SCENARIO: Setting up procedures: Q1</i>
	<i>working in confined spaces</i>	
	<i>working in proximity to others</i>	<i>Record faults and tag: Q1</i>
	<i>use of firefighting equipment</i>	

	<i>use of tools and equipment</i>	<i>Selecting Tools and Equipment: Q1 SCENARIO: Setting up procedures: Q1 Set Up Sequence for Trestles and Planks: Q2 Workplace Task: Set up trestle and planks</i>
	<i>workplace environmental requirements and safety.</i>	<i>Safety and Signage: Q1</i>
<i>Tools and equipment include:</i>	<i>trestles</i>	<i>Selecting Tools and Equipment: Q1 SCENARIO: Setting up procedures: Q1 Set Up Sequence for Trestles and Planks: Q1 Q2 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Inspected trestle and plank</i>
	<i>scaffold planks.</i>	<i>Selecting Tools and Equipment: Q2 Q3 Q4 Assess Risks: Q2 SCENARIO: Setting up procedures: Q1 Set Up Sequence for Trestles and Planks: Q1 Q3 ACTIVITY: Erect a Trestle and Plank System: Q1 Workplace Task: Set up trestle and planks</i>
<i>Quality requirements include relevant regulations, including:</i>	<i>Australian standards AS6001-1999, AS/NZS4576 Guidelines for Scaffolding.</i>	<i>Selecting Tools and Equipment: Q1 Q2 Q3 Identifying relevant standards: Q1 Q2 Set Up Sequence for Trestles and Planks: Q2 Q3 Workplace Task: Set up trestle and planks</i>
	<i>internal company quality policy and standards</i>	<i>Record faults and tag: Q1</i>
	<i>manufacturer specifications</i>	<i>Identifying relevant standards: Q1 Set Up Sequence for Trestles and Planks: Q1 Workplace Task: Set up trestle and planks</i>
	<i>workplace operations and procedures.</i>	<i>Record faults and tag: Q2</i>
<i>Environmental requirements include:</i>	<i>clean-up management</i>	<i>Record faults and tag: Q2 House Keeping: Q1 Q2 ACTIVITY: Erect a Trestle and Plank System: Q1</i>
	<i>dust and noise</i>	<i>ACTIVITY: Erect a Trestle and Plank System: Q1</i>
	<i>vibration</i>	<i>ACTIVITY: Erect a Trestle and Plank System: Q1</i>

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	<i>waste management.</i>	<i>ACTIVITY: Erect a Trestle and Plank System: Q1</i>
<i>Trestle and plank work platform is inspected to identify:</i>	<i>loose components</i>	<i>Record faults and tag: Q2 Workplace Task: Inspected trestle and plank</i>
	<i>damage to trestles or planks</i>	<i>Selecting Tools and Equipment: Q3 Assess Risks: Q2 SCENARIO: Report Faults: Q1 Workplace Task: Inspected trestle and plank</i>
	<i>displacement of components.</i>	<i>Set Up Sequence for Trestles and Planks: Q3 Workplace Task: Inspected trestle and plank</i>