

CPCCCA2002B 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, confirmed and applied from relevant information to undertake planning and preparation.</i>	SWMS : Q1 Q2 Q3 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Method Identifying Hazards: Q1 Q2 Q3 Q4 Q5 Q6
	<i>Safety (OHS) requirements are followed in accordance with safety plans and policies.</i>	First Aid for Minor Injuries: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 Earth leakage boxes: Q1 Q2 Q3 Q4 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7
	<i>Signage and barricade requirements are identified and implemented.</i>	Barriers for tools: Q1
	<i>Plant and equipment, is selected to carry out tasks are consistent with job requirements, checked for serviceability, and any faults are rectified or reported prior to commencement.</i>	Earth leakage boxes: Q1 Q2 Q3 Q4 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Digging tools: Q1
	<i>Material quantity requirements are calculated in accordance with plans, specifications and quality requirements.</i>	Calculate Quantities: Q1 Q2 Q3 Q4
	<i>Materials appropriate to the work application are identified, obtained, prepared, safely handled and located ready for use.</i>	Hand saws: Q5 Storing Timber on-site: Q1 Q2 Q3 Q4 Q5

	<i>Environmental requirements are identified for the project in accordance with environmental plans and statutory and regulatory authority obligations, and are applied.</i>	<i>Environmental Protection Requirements: Q1 Q2 Q3 Site Disturbance and Dust: Q1 Q2 Q3 Method Identifying Hazards: Q1 Q2</i>
<i>Identify and select hand, power and pneumatic tools.</i>	<i>Hand, power and pneumatic tools, their functions, operations and limitations are identified and selected.</i>	<i>Tool labels and markings: Q1 Q2 Q3 Q4 Q5 Part Identification - Nail fixing tools : Q1 Q2 Q3 Q4 Hand planes: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Hand saws: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Part Identification - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Digging tools: Q1 Q2</i>
	<i>OHS requirements for using hand, power and pneumatic tools are recognised and adhered to.</i>	<i>Tool labels and markings: Q1 Q2 Q3 Q4 Q5 Earth leakage boxes: Q1 Q2 Q3 Q4 Drill bits: Q1 Q2 Q3 Q4 Q5 Q6 Hand planes: Q1 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Noise in the Workplace: Q1 Q2 Q3 Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</i>
	<i>Lubricants, hydraulic fluid and water are checked according to manufacturer recommendations.</i>	<i>ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Setting up an optical or laser level: Q8</i>
<i>Use tools.</i>	<i>Hand tools used are appropriate to the task and materials and are in accordance with OHS requirements.</i>	<i>Extension lead safety: Q1 Q2 Q3 Q4 Q5 Hand planes: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Hand saws: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Digging tools: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 Setting up an optical or laser level: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8</i>

	<p>Power and pneumatic tools are safely and effectively used in accordance with manufacturer recommendations and state or territory OHS requirements.</p>	<p>Tool labels and markings: Q1 Q2 Q3 Q4 Q5 Drill bits: Q1 Q2 Q3 Q4 Q5 Q6 Part Identification - Nail fixing tools : Q1 Q2 Q3 Q4 Power tools safety and use-Power saw: Q1 Q2 Q3 Q4 Q5 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Noise in the Workplace: Q1 Q2 Q3 Part Identification - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Saw blade sharpening and maintenance: Q1 Q2 Q3 Power tool safety and use-Nail gun : Q1 Q2 Q3 Q4 Setting up an optical or laser level: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8</p>
	<p>Tools are sharpened and maintained according to manufacturer recommendations.</p>	<p>Tool labels and markings: Q1 Q2 Q3 Q4 Q5 ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Instruction Manual Interpretation - Power Saw: Q7 Saw blade sharpening and maintenance: Q1 Q2 Q3</p>
<p>Identify, select and use plant and equipment.</p>	<p>Plant and equipment are selected and used consistent with OHS requirements and the needs of the job.</p>	<p>Portable Air Compressors: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 Using Plant and Equipment Safely: Q1 Q2 Q3 Q4 Q5 Generators: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8</p>
	<p>Lubricants, hydraulic fluid and water are checked according to manufacturer recommendations.</p>	<p>Equipment maintenance - Generator: Q1 Q2 Q3 Q4 Q5 Portable Air Compressors: Q4 Q5 Generators: Q7 Q8 Workplace Task: Inspect and maintain <u>generator fluid levels</u></p>
	<p>Plant and equipment are maintained in accordance with manufacturer recommendations and standard work practices.</p>	<p>Equipment maintenance - Generator: Q1 Q2 Q3 Q4 Q5 Portable Air Compressors: Q1 Q6 Q7 Q8 Q9</p>
<p>Clean up.</p>	<p>Work area is cleared and materials disposed of, reused or recycled in accordance with legislation, regulations, codes of practice and job specification.</p>	<p>ACTIVITY - Cleaning up: Q1 Workplace Task: Safety requirements were identified and safety legislation complied with.</p>

	<p><i>Plant, tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturer recommendations and standard work practices.</i></p>	<p><i>ACTIVITY - Cleaning up: Q1</i> <i>Workplace Task: Clean, check, maintained and store tools and equipment correctly after use.</i> <i>Faults reported to supervisor.</i></p>
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REQUIRED SKILLS

Required Skill	Task / Question Map
Required skills for this unit are:	
communication skills to:	
<i>determine requirements</i>	<p><i>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</i></p> <p><i>Hand saws: Q1 Q2 Q3 Q4 Q5 Q6 Q7</i></p> <p><i>Instruction Manual Interpretation - Power Saw: Q1</i></p> <p><i>ACTIVITY - Cleaning up: Q1</i></p>
<i>enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand</i>	<p><i>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</i></p> <p><i>ACTIVITY - Cleaning up: Q1</i></p> <p><i>Barriers for tools: Q1</i></p>
<i>follow instructions</i>	<p><i>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</i></p> <p><i>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</i></p> <p><i>ACTIVITY - Cleaning up: Q1</i></p> <p><i>Barriers for tools: Q1</i></p>
read and interpret:	
<i>documentation from a variety of sources</i>	<p><i>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</i></p> <p><i>Digging tools: Q9</i></p> <p><i>ACTIVITY - Cleaning up: Q1</i></p>
<i>plans, specifications and drawings</i>	<p><i>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</i></p> <p><i>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</i></p> <p><i>Digging tools: Q9</i></p> <p><i>ACTIVITY - Cleaning up: Q1</i></p> <p><i>Calculate Quantities: Q4</i></p>
<i>report faults</i>	<p><i>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</i></p> <p><i>ACTIVITY - Cleaning up: Q1</i></p> <p><i>Workplace Task: Inspect equipment before using them</i></p>

use language and concepts appropriate to cultural differences	ACTIVITY - Safe Operating Procedure - Power Tool: Q1 ACTIVITY - Cleaning up: Q1 Workplace Task: Work area cleaned and waste disposed of in accordance to company policy and environmental legislation.
use and interpret non-verbal communication, such as hand signals	
numeracy skills to apply measurements and make calculations	ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Digging tools: Q9 Calculate Quantities: Q1 Q2 Q3 Q4
organisational skills, including the ability to plan and set out work	ACTIVITY - Safe Operating Procedure - Power Tool: Q1 ACTIVITY - Cleaning up: Q1 Barriers for tools: Q1 Calculate Quantities: Q1 Q4
planning and organising skills to prepare for work tasks	ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Hand saws: Q3 Q6 ACTIVITY - Cleaning up: Q1 Barriers for tools: Q1 Calculate Quantities: Q4
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	ACTIVITY - Safe Operating Procedure - Power Tool: Q1 Barriers for tools: Q1
technological skills to:	
use a range of mobile technology, such as two-way radio and mobile phones	ACTIVITY - Cleaning up: Q1
voice and hand signals to access and understand site-specific instructions.	

REQUIRED KNOWLEDGE

Required Knowledge	Task / Question Map
Required knowledge for this unit is:	
<i>carpentry materials</i>	<p>Hand saws: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Calculate Quantities: Q1 Q4</p>
<i>carpentry tool use techniques</i>	<p>Drill bits: Q1 Q2 Q3 Q4 Q5 Q6</p> <p>Power tools safety and use-Power saw: Q1 Q2 Q3 Q4 Q5</p> <p>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</p> <p>Hand saws: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Digging tools: Q2 Q8 Q9</p> <p>Barriers for tools: Q1</p> <p>Setting up an optical or laser level: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8</p> <p>Workplace Task: Use <u>power</u> tools safely</p> <p>Workplace Task: Use <u>hand</u> tools safely</p>
<i>construction terminology</i>	<p>Drill bits: Q1 Q2 Q3 Q4 Q5 Q6</p> <p>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</p> <p>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Digging tools: Q9</p> <p>Barriers for tools: Q1</p> <p>Setting up an optical or laser level: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8</p> <p>Calculate Quantities: Q4</p>
<i>job safety analysis (JSA) and safe work method statements</i>	SWMS : Q1 Q2 Q3
<i>material safety data sheets (MSDS)</i>	
<i>materials storage and environmentally friendly waste management</i>	<p>Calculate Quantities: Q4</p> <p>Workplace Task: Safety requirements were identified and safety legislation complied with.</p>

<i>plans, specifications and drawings</i>	<p>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</p> <p>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Digging tools: Q9</p> <p>Calculate Quantities: Q4</p>
<i>processes for the calculation of material requirements</i>	<p>Calculate Quantities: Q1 Q2 Q3 Q4</p>
<i>quality requirements of carpentry tools and equipment</i>	<p>Drill bits: Q1 Q2 Q3 Q4 Q5 Q6</p> <p>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Barriers for tools: Q1</p> <p>Setting up an optical or laser level: Q8</p>
<i>relevant Acts, regulations and codes of practice</i>	<p>ACTIVITY - Cleaning up: Q1</p>
<i>tools and equipment safety manuals and instructions</i>	<p>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Digging tools: Q1 Q9</p> <p>Power tool safety and use-Nail gun : Q1 Q2 Q3 Q4</p> <p>Setting up an optical or laser level: Q6 Q7</p>
<i>types, characteristics, uses and limitations of plant, tools and equipment</i>	<p>Drill bits: Q1 Q2 Q3 Q4 Q5 Q6</p> <p>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</p> <p>Hand saws: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Digging tools: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9</p> <p>Setting up an optical or laser level: Q1 Q2</p>
<i>workplace and equipment safety requirements.</i>	<p>Earth leakage boxes: Q1 Q2 Q3 Q4</p> <p>Power tools safety and use-Power saw: Q1 Q2 Q3 Q4 Q5</p> <p>ACTIVITY - Safe Operating Procedure - Power Tool: Q1</p> <p>Instruction Manual Interpretation - Power Saw: Q1 Q2 Q3 Q4 Q5 Q6 Q7</p> <p>Method Identifying Hazards: Q1 Q2</p> <p>Barriers for tools: Q1</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>	
<i>Assessment is to comply with relevant regulatory or Australian standards' requirements.</i>	
Resource implications for assessment include:	
<i>an induction procedure and requirement</i>	
<i>realistic tasks or simulated tasks covering the mandatory task requirements</i>	
<i>relevant specifications and work instructions</i>	
<i>tools and equipment appropriate to applying safe work practices</i>	Digging tools: Q1 Q2
<i>support materials appropriate to activity</i>	
<i>workplace instructions relating to safe work practices and addressing hazards and emergencies</i>	
<i>material safety data sheets</i>	
<i>research resources, including industry related systems information.</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>work site inspection</i>	SWMS : Q1 Q2 Q3
	<i>equipment defect identification</i>	SWMS : Q1 Q2 Q3
	<i>assessment of conditions and hazards</i>	SWMS : Q1 Q2 Q3 Method Identifying Hazards: Q1 Q2 Q3 Q4 Q5 Q6 Barriers for tools: Q1
	<i>determination of work requirements.</i>	SWMS : Q1 Q2 Q3 Barriers for tools: Q1
<i>Safety (OHS) is to be in accordance with legislation, regulations, codes of practice, organisational safety policies and procedures, and project safety plan and may include:</i>	<i>emergency procedures, including emergency shutdown and stopping, extinguishing fires, organisational first aid requirements and evacuation</i>	First Aid for Minor Injuries: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9
	<i>handling of materials</i>	
	<i>hazard control</i>	Method Identifying Hazards: Q1 Q2 Q3 Q4 Q5 Q6
	<i>hazardous materials and substances</i>	Method Identifying Hazards: Q5
	<i>safe operating procedures, including the conduct of operational risk assessment and treatments associated with:</i>	
	<i>earth leakage boxes</i>	Earth leakage boxes: Q1 Q2 Q3 Q4
	<i>lighting</i>	
	<i>power cables, including overhead service trays, cables and conduits</i>	
	<i>restricted access barriers</i>	
	<i>surrounding structures</i>	
	<i>traffic control</i>	
	<i>trip hazards</i>	
	<i>work site visitors and the public</i>	

	<i>working at heights</i>	<i>Method Identifying Hazards: Q4</i>
	<i>working in confined spaces</i>	
	<i>working in proximity to others</i>	
	<i>working with dangerous materials</i>	
	<i>organisational first aid</i>	
	<i>personal protective clothing and equipment prescribed under legislation, regulations and workplace policies and practices</i>	
	<i>use of firefighting equipment</i>	
	<i>use of tools and equipment</i>	
	<i>workplace environment and safety.</i>	<i>Method Identifying Hazards: Q1 Q2 Q6</i>
<i>Plant and equipment include:</i>	<i>240v power supplied</i>	
	<i>compressor</i>	
	<i>generator</i>	<i>Equipment maintenance - Generator: Q1 Q2 Q3 Q4 Q5</i>
	<i>hand held or small single person operated equipment</i>	
	<i>pneumatic driven.</i>	
<i>Quality requirements include relevant regulations, including:</i>	<i>Australian standards</i>	
	<i>internal company quality policy and standards</i>	
	<i>manufacturer specifications, where specified</i>	
	<i>workplace operations and procedures.</i>	
<i>Materials include:</i>	<i>bricks</i>	
	<i>concrete components</i>	
	<i>concrete masonry units</i>	
	<i>glass</i>	
	<i>insulation</i>	
	<i>joinery units</i>	
	<i>metal sheeting</i>	
	<i>paints and sealants</i>	
	<i>plaster or fibre cement sheeting</i>	

	<i>reconstituted timber products</i>	
	<i>reinforcement materials</i>	
	<i>scaffolding components</i>	
	<i>structural steel sections and components</i>	
	<i>timber.</i>	
<i>Environmental requirements include:</i>	<i>clean-up protection</i>	
	<i>noise and dust</i>	<i>Method Identifying Hazards: Q1 Q3</i>
	<i>vibration</i>	<i>Method Identifying Hazards: Q2</i>
	<i>waste management.</i>	
<i>Statutory and regulatory authorities include:</i>	<i>federal, state and local authorities administering applicable Acts, regulations and codes of practice.</i>	
Hand, power and pneumatic tools include:	hand tools:	
	<i>cutting, planing, boring and shaping</i>	<i>Hand planes: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9</i> <i>Power tools safety and use-Power saw: Q1 Q2 Q3 Q4 Q5</i> <i>Hand saws: Q1 Q2 Q3 Q4 Q5 Q6 Q7</i>
	<i>fixing, fastening and percussion tools</i>	
	<i>holding tools</i>	
	<i>setting out, marking out and levelling tools</i>	
	power tools (portable and static):	
	<i>electrical and pneumatic operated tools</i>	
	<i>gas driven tools</i>	
	<i>hoses</i>	
	<i>leads.</i>	<i>Extension lead safety: Q1 Q2 Q3 Q4 Q5</i>