

CPCCBC4006

SELECT, PROCURE AND STORE CONSTRUCTION MATERIALS FOR BUILDING AND CONSTRUCTION PROJECTS

Practical Task 1

Description of task:

The participant must demonstrate the skills and knowledge to select, procure and supervise the delivery and on-site storage of materials for one construction project for a residential or commercial building up to a maximum of two storeys including:

- Identify and evaluate building materials.
 - Locate and read current and relevant plans, specifications, codes and construction requirements.
 - Research properties of specified materials. *(HO1 template)*
 - Assess the suitability of materials for the building project in the region. *(HO1 template)*
 - Evaluate materials based on their quality, compatibility and compliance. *(HO1 template)*
 - Analyse reports, manufacturer specifications and other reference material regarding material technologies, sustainability and environmental efficiency. *(HO1 template)*
 - Determine the environmental impacts of materials.
 - Determine impact of allowable tolerances on the conversion of naturally occurring materials.
 - Establish material assembly and installation tolerances to meet requirements of relevant construction industry standards.
- Select and procure building material.
 - Select materials that are structurally appropriate for the building system specified in the contract. *(HO1 template)*
 - Select materials for their safety, fire resistance rating, suitability, durability, serviceability and cost effectiveness. *(HO1 template)*
 - Consider short and long-term degradation of materials in relation to the building's proposed life cycle. *(HO1 template)*
 - Evaluate and consider alternative materials if specified materials are unavailable or unsuitable. *(HO1 template)*
 - Finalise selection of materials for use. *(HO1 template)*
 - Ensure that materials are selected in accordance with contractual requirements and in consultation with relevant professionals and the client.
 - Procure and order materials following workplace purchasing requirements.
 - Seek expert advice from manufacturers, architects, designers and engineers about selecting and procuring alternative materials.
 - Collect evidence of suitability from suppliers or manufacturers.
 - Ensure non-compliant materials are not used.
- Supervise on-site delivery and storage of materials.
 - Determine limitations and effects of transportation on materials and components.
 - Take action to limit potentially damaging circumstances related to transport and storage.
 - Check delivered materials for compliance with specifications, quantity, quality, defects, or damage.
 - Check delivered materials for damage and ensure they correspond with delivery order.
 - Test and measure products against relevant industry standards
 - Allocate on-site storage space and safe and effective storage of materials and components.
 - Instruct relevant persons of workplace safety requirements when accepting and storing delivered materials and components.
 - Supervise safe handling of materials and ensure the security and protection of materials meets manufacturer specifications.
 - Inform relevant persons of actions relating to quality and inconsistencies of delivered building materials.
 - Maintain records of deliveries, damaged and inferior materials and variations to specified materials.

ASSESSOR COMMENTS: PRACTICAL TASK 1	
1.3F.	Specify how on site storage location for materials was determined:
1.3G. 1.3H.	Specify workplace safety requirement instructed to others when storing and accessing stored materials and components:
1.3J.	Specify records maintained:

TASK OUTCOME					
Task	Date	Task Type (Tick)	Location	Task outcome (Tick)	
				Satisfactory	Not Satisfactory
Task 1	Select Date.	☐ Workplace ☐ Simulation		☐	☐

ASSESSOR COMMENTS: GENERAL

As necessary, outline:

- Details on reattempts, alternative arrangements or reasonable adjustments made.
- Where a Participant is deemed 'Not Satisfactory', provide recommendations for future training.

ASSESSOR COMMENTS: PRACTICAL TASK 1

☐ Individual student (as named on cover page)

☐ Multiple students [☐ All from Attendance Report, ☐ Specific students involved – identify students]

Task	Provide detail
1.1A.	Specify what the plans and specifications read relate to:
1.1A.	Specify codes and construction requirements reviewed relevant to the site location and type of building reviewed:
1.1E. 1.1F.	Specify how the environmental impact of the materials was evaluated:
1.1G. 1.1H.	Specify how impact of allowable tolerances on the conversion of naturally occurring materials was determined:
1.2H. 1.2I.	Specify how expert advice from manufacturers, architects, designers and engineers was achieved:
1.2J. 1.3A. 1.3B. 1.3C. 1.3D. 1.3E. 1.3I.	Specify action taken when non-compliant or damaged materials or components were delivered:

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PRACTICAL ASSESSMENT

Participant name	Lucy Muston
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FOR THE PARTICIPANT

Instructions

- The tasks outlined on the following pages will require performance of normal workplace activities, as a result of a structured activity set by an Observer in the workplace or a simulated activity set by your Assessor/Observer.
- The timeframe for these tasks will be established by your Assessor/Observer, in consideration of location conditions and industry requirements.
- You must complete all tasks unassisted by the Assessor or other personnel, unless the steps note this assistance.
- You must attempt all tasks (and itemised steps) for a 'Satisfactory' assessment outcome to be awarded.
 - For any observation conducted that is incomplete, or without satisfactory performance, the observation will need to be completed again after further training support.

FOR THE ASSESSOR/OBSERVER

Instructions

- The following observation record should be used to judge and record your observations of the Participant as they complete the task(s) set. You must record your observations of the Participant's performance.
 - For each occasion, indicate the task performed and whether it was a simulation or workplace-based task.
 - Any simulated assessment must ensure the Participant still performs under workplace conditions which reflect industry standards.
 - In the comments, provide clear detail regarding the task that the Participant was required to do (e.g. PPE used, materials handled, attachments connected, plant types).
- All steps must be satisfactorily demonstrated by the Participant for a 'Satisfactory' determination (indicated by an Assessor tick to the right of each itemised step, or an Observer tick to the right of each itemised step, and confirmation by an Assessor in the Assessor Comments).
 - Where you have determined that one or more task steps have not been satisfactorily demonstrated, provide the Participant with additional support and outline details of such assistance in the Assessor/Observer Comments. Allow the Participant two (2) further opportunities to demonstrate the task again to allow an opportunity for a 'Satisfactory' assessment outcome to be achieved.
 - If after three (3) attempts the Assessor determines that the Participant cannot demonstrate the required steps, a 'Not Satisfactory' outcome is to be determined.

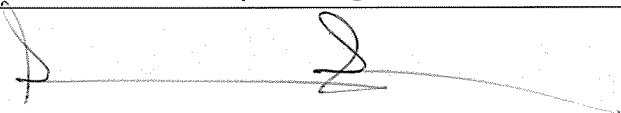
Practical Task 1

These tasks may be simulated or real. The Participant is to gather evidence of how they have completed each component of the Practical Task, which is to be submitted with this Practical Assessment sheet. The Observer is to provide detailed comments on the tasks completed by the Participant (on the Observer Comments, overleaf). The Assessor is to verify the Observer's comments, noting their findings in the Assessor Comments (on the back of the Practical Assessment cover page) and provide the assessment outcome.

Resources required:

A Building and construction project; access to stakeholders; Workplace policies and procedures; Quality documents; access to relevant government legislation, the NCC and other relevant codes and standards; Construction drawings, site plans and specifications; Manufacturer reports on materials; Digital devices, applications and software.

Observer details

Name of observer:	BERNARD TRAVERS
Role of observer (Confirm suitability to sign)	PROJECT MANAGER
Email address of observer	BERNIE@GABRIELLI CONSTRUCTION.COM
Signature of observer:	
Date:	Select Date. 7.3.2025

When completing the task, did the Participant:	Tick if satisfactorily completed. Provide comments if left unticked.
1 Identify and evaluate building materials	
1.1A. Locate and read current and relevant plans, specifications, codes and construction requirements.	☒
1.1B. Research properties of specified materials.	☒
1.1C. Assess the suitability of materials for the building project in the region.	☒
1.1D. Evaluate materials based on their quality, compatibility and compliance.	☒
1.1E. Analyse reports, manufacturer specifications and other reference material regarding material technologies, sustainability and environmental efficiency.	☒
1.1F. Determine the environmental impacts of materials.	☒
1.1G. Determine impact of allowable tolerances on the conversion of naturally occurring materials.	☒
1.1H. Establish material assembly and installation tolerances to meet requirements of relevant construction industry standards.	☒
2 Select and procure building material	
1.2A. Select materials that are structurally appropriate for the building system specified in the contract.	☒
1.2B. Select materials for their safety, fire resistance rating, suitability, durability, serviceability and cost effectiveness.	☒
1.2C. Consider short and long-term degradation of materials in relation to the building's proposed life cycle.	☒
1.2D. Evaluate and consider alternative materials if specified materials are unavailable or unsuitable.	☒

When completing the task, did the Participant:	Tick if satisfactorily completed. Provide comments if left unticked.
1.2E. Finalise selection of materials for use.	☒
1.2F. Ensure that materials are selected in accordance with contractual requirements and in consultation with relevant professionals and the client.	☒
1.2G. Procure and order materials following workplace purchasing requirements.	☒
1.2H. Seek expert advice from manufacturers, architects, designers and engineers about selecting and procuring alternative materials.	☒
1.2I. Collect evidence of suitability from suppliers or manufacturers.	☒
1.2J. Ensure non-compliant materials are not used.	☒
3 Supervise on-site delivery and storage of materials	
1.3A. Determine limitations and effects of transportation on materials and components.	☒
1.3B. Take action to limit potentially damaging circumstances related to transport and storage.	☒
1.3C. Check delivered materials for compliance with specifications, quantity, quality, defects, or damage.	☒
1.3D. Check delivered materials for damage and ensure they correspond with delivery order.	☒
1.3E. Test and measure products against relevant industry standards	☒
1.3F. Allocate on-site storage space and safe and effective storage of materials and components.	☒
1.3G. Instruct relevant persons of workplace safety requirements when accepting and storing delivered materials and components.	☒
1.3H. Supervise safe handling of materials and ensure the security and protection of materials meets manufacturer specifications.	☒
1.3I. Inform relevant persons of actions relating to quality and inconsistencies of delivered building materials.	☒
1.3J. Maintain records of deliveries, damaged and inferior materials and variations to specified materials.	☒

Observer comments:

