CPCCBC4012
READ AND INTERPRET PLANS AND SPECIFICATIONS

PRACTICAL ASSESSMENT

Participant name	Shauna White

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.

TASK OUTCOME					
Task	**Date**	**Task Type (Tick)**	**Location**	**Task outcome (Tick)**	
				Satisfactory	Not Satisfactory
Task 1	27/03/2024	☐ 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: OCCASION 1	
☑ Individual student (as named on cover page) ☐ Multiple students [☐ All from Attendance Report, ☐ Specific students involved – identify students]	
Task	**Provide detail**
1.1A. 1.1B.	Specify type of plan and NCC class determined: Floor plans, elevations, sections NCC -Class 1
1.1A. 1.1C.	Specify how currency of documents was confirmed: Email confirmation from architect
1.1D.	Specify environmental controls determined from plans/specifications. From the plans determine which state the build will occur then refer to the applicable 'state' environmental act to minimise the impact on the environment.
1.2B. 1.2D.	Specify how building layout, material requirements spaces and dimensions were determined from plans and specifications. The building layout refers to the exact position and orientation of the building which is taken from the floor plans and/or site plan Building spaces are referred to as divisions of each space as in bedrooms, kitchens living rooms & bathrooms Building dimensions are the measurements of each individual space and building perimeter.
1.2G.	Specify services identified on site: Refer to site plans to identify where the services are. Ie consumer pole for electricity, sewer connection, mains water supply
1.2H.	Specify site features located to be removed/ retained: Council street trees to remain Reinstate kerb and verge to councils requirements Existing crossover shown dashed to be removed

1.2J.	Specify variations found: Referring to the section plans I identified a variation in floor levels.
1.3A.	Specify concrete footing and slab information identified: Refer to concrete slab/footing plan. To identify the sizes refer to the footing legend and/or schedule These plans show you the positions of the footings. For this exercise the footings are labelled BP.1 & BP.2
1.3B.	Specify how load bearing points were recognised: Refer to the slab/footing plan and locate the schedule which identifies the load bearing point. In this case the legend column identifies the loading bearing points labelled C1. You can also refer to the schedule on the right hand side which contains other load bearing information. 3.2 Concrete quality.
1.3C.	Specify how wind bracing and tie down requirements were confirmed: Refer to the roof framing plans and locate the schedule details. This will tell you the requirements of the wind bracing & tie down. In this scenario on the plans they are labelled XB.3 & XB.1
1.4B. 1.4C.	Specify how installation points and fixtures were determined: Installation points are usually located on the floor plans and be located in bathrooms and/or ensuites/kitchens. On floor plans they can be identified as water closet (WC), floor waste (FW) and shower recess (SHR) drains. Fixtures are located on floor plans and are in bathrooms i.e shower/tub/sink, Doors & windows, electrical installations i.e light fittings/power points.
1.4B.	Specify how connection points were determined: Connection points were identified by referring to the site plans and locating these points outside the building, which are usually consumer poles (for electricity, sewer connections for floor wastes etc to drain too & main water supply where water is to be supplied too ie bathroom taps/kitchen taps.
1.4C.	Specify where finishing details were located: Finishes are identified and detailed in the finishes specification document which include, but not limited to painting, tiles, flooring, windows. In this instance paint colour for internal walls 2 coats of low sheen acrylic wall paint in colour dune.

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Practical Task 1

Description of task:
The participant must demonstrate skills and knowledge to identify and interpret building and construction information from plans and specifications in a workplace (or a similar environment) in the context of a construction project including:

- Identify types of plans.
  - Check and confirm that the current version of plans, specifications and amendments is being used.
  - Use the appropriate plans and aspects of drawings for relevant purposes.
  - Confirm that the details on plans comply with the specifications.
  - Identify environmental controls from plans/specifications.
- Read and interpret the plans.
  - Read and confirm standards of work and tolerances from job specifications.
  - Determine building layout, spaces and dimensions from floor plan.
  - Recognise and confirm job specifications located in drawings, notes, and descriptions.
  - Determine internal linings, external cladding and roof materials needed from plans and specifications.
  - Determine material sizes, thickness and construction methods related to three (3) materials for one room from detail drawings for estimates. *(Template available for use HO5 - Cost Estimation)*
  - Apply information from plans to estimation, planning and supervisory tasks.
  - Gain access to the site, achieve orientation and identify services, datum and reduced levels.
  - Locate site features to be removed or retained.
  - Determine the building location from the site plans to actual.
  - Verify plans recognising variations between the plans and the actual site, reporting findings as required.
  - Appropriately communicate with others to be understood.
  - Adhere to site safety requirements, including requirements relating to hazard identification.
- Identify structural details.
  - Identify concrete footing and slab sizes and position and type of reinforcing required.
  - Identify structural load bearing points of the building and compare information from specification.
  - Identify wind bracing and tie-down requirements checking for accuracy against the wind bracing table.
- Identify non-structural details.
  - Identify two (2) provisional sum (PS) and prime cost (PC) items when estimating costs.
  - Locate installation and connection points of services to the building.
  - Identify location of fixtures from plans and details of finishes from specifications.

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:
Work site; plans and specifications, quality documentation; access to the internet/access legislation, current building and construction codes and standards and the NCC. PC applications and software to access CAD. Templates for estimating. HO1 through HO5 available.

Observer details

Name of observer:	Josh Northcott
Role of observer (Confirm suitability to sign)	Project Manager
Email address of observer	Josh.northcott@aldercon.com.au
Signature of observer:	
Date:	27/03/2024

When completing the task, did the Participant:		Tick if satisfactorily completed. Provide comments if left unticked.
1 Identify types of plans		
1.1A.	Check and confirm that the current version of plans, specifications and amendments are being used.	☑
1.1B.	Use the appropriate plans and aspects of drawings for relevant purposes.	☑
1.1C.	Confirm that the details on plans comply with the specifications.	☑
1.1D.	Identify environmental controls from plans/specifications.	☑
2 Read and interpret the plan		
1.2A.	Read and confirm standards of work and tolerances from job specifications.	☑
1.2B.	Determine building layout, spaces and dimensions from floor plan.	☑
1.2C.	Determine internal linings, external cladding and roof materials from plans and specifications. *(Template available for use HO5 - Cost Estimation)*	☑
1.2D.	Determine material sizes, thickness and construction methods from detail drawings. *(Template available for use HO5 - Cost Estimation)*	☑
1.2E.	Recognise and confirm job specifications located in drawings, notes, and descriptions.	☑
1.2F.	Apply information from plans to estimation, planning and supervisory tasks. *(Template available for use HO5 - Cost Estimation)*	☑
1.2G.	Gain access to the site, achieve orientation and identify services, datum and reduced levels.	☑
1.2H.	Locate site features to be removed or retained.	☑
1.2I.	Determine the building location from the site plans to actual.	☑
1.2J.	Verify plans recognising variations between the plans and the actual site, reporting findings as required.	☑
1.2K.	Appropriately communicate with others to be understood.	☑
1.2L.	Adhere to site safety requirements, including requirements relating to hazard identification.	☑
3 Identify structural details		
1.3A.	Identify concrete footing and slab sizes and position and type of reinforcing required.	☑
1.3B.	Identify structural load bearing points of the building and compare information from specification.	☑
1.3C.	Identify wind bracing and tie-down requirements checking for accuracy against the wind bracing table.	☑
4 Identify non-structural details		
1.4A.	Identify provisional sum (PS) and prime cost (PC) items when estimating costs. *(HO5)*	☑
1.4B.	Locate installation and connection points of services to the building.	☑
1.4C.	Identify location of fixtures from plans and details of finishes from specifications.	☑

Observer comments:

Shanna is keen to learn the course content beyond the course requirements and beyond the required criteria.