

| When completing the task, did the Participant:                                                                                                                                                                                                                                                           | Tick if satisfactorily completed.<br>Provide comments if left unticked. |                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------------------|
|                                                                                                                                                                                                                                                                                                          | 1st<br>Occasion                                                         | 2nd<br>Occasion          |
| <b>1 Prepare to make sketches and drawings.</b>                                                                                                                                                                                                                                                          |                                                                         |                          |
| 1.1A. Determine the relevant information from construction plans required for sketching or drawing. <i>(Template available for use- HO2-Planning sheet)</i>                                                                                                                                              | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.1B. Check construction plan information against building and construction regulations, standards and codes for compliance, including safety and the environment. <i>(Template available for use- HO1-Compliance review)</i>                                                                            | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.1C. Consider the intended audience and purpose of drawings to determine appropriate presentation method. <i>(Template available for use- HO2-Planning sheet)</i>                                                                                                                                       | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.1D. Determine the most suitable format for the information and select and check availability of all materials, tools and equipment and check for serviceability before use. <i>(Template available for use- HO2-Planning sheet)</i>                                                                    | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| <b>2 Create simple sketches and drawings.</b>                                                                                                                                                                                                                                                            |                                                                         |                          |
| 1.2A. Determine and record measurements, information and details required for drawing and sketches. <i>(Template available for use- HO2-Planning sheet)</i>                                                                                                                                              | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.2B. Using all the gathered information create two-dimensional and three-dimensional sketches/drawings of one structural section of <u>a typical wall detail</u> (Occasion 1) and one non-structural sectional drawing of the <u>shower base detail</u> (Occasion 2) using standard drawing convention. | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.2C. Clearly identify and label the elements and components in the sectional drawings.                                                                                                                                                                                                                  | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| <b>3 Notate and process drawings.</b>                                                                                                                                                                                                                                                                    |                                                                         |                          |
| 1.3A. Include all essential information to the drawings using dimension lines, symbols and abbreviations following standard drawing conventions.                                                                                                                                                         | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.3B. Include drawing and job title, date, scale and sheet number in the title block.                                                                                                                                                                                                                    | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.3C. Produce clear and descriptive completed drawings in an appropriate form for presentation.                                                                                                                                                                                                          | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |
| 1.3D. Submit completed drawings with name and date attached to assessor as evidence.                                                                                                                                                                                                                     | <input checked="" type="checkbox"/>                                     | <input type="checkbox"/> |

## Handout 1 - Compliance Review

|                                             |                                                                                                                                                                           |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Participant name                            | JUSTIN MATTHEWSON                                                                                                                                                         |
| Date                                        | 28-1-2024                                                                                                                                                                 |
| Building and construction project           | RTO FACILITY                                                                                                                                                              |
| Project overview                            |                                                                                                                                                                           |
| Building classification                     | <input type="checkbox"/> Class 1 – 10 buildings, max two storeys<br><input checked="" type="checkbox"/> Class 2 – 9 building, Type C only constructions<br>Specify class: |
| Project site address                        | 878 SANDSCART COOPERS PLAINS                                                                                                                                              |
| State/territory where project is undertaken | QLD                                                                                                                                                                       |
| Construction plan documents reviewed        | Issue B Working Drawing Date: 17.11.2020                                                                                                                                  |

### Building Regulations

List relevant regulations

| Building regulations         | Plans comply                            |                             | Explanation                                                                                             |
|------------------------------|-----------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------|
| <b>Example:</b> Smoke alarms | <input type="checkbox"/> Yes            | <input type="checkbox"/> No | Smoke alarm locations shown in floor plans - photoelectric (AS 3786-2014) hardwired and interconnected. |
| Wet Areas                    | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Wet Areas To Comply with AS3740                                                                         |
| Artificial Lighting          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Provide Artificial Lighting To PDR in Accordance with AS1680                                            |
| Bathroom & WC Ventilation    | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Closing Screens must be legibly marked in accordance with AS1288                                        |
| Roofing                      | <input type="checkbox"/> Yes            | <input type="checkbox"/> No | Roofing Details shall comply with AS1562.1 Design & install of sloped roof with cladding metal          |
| Demolition                   | <input type="checkbox"/> Yes            | <input type="checkbox"/> No | All Demo work to be conducted in safe manner and to WHS Regulations Part 4.6.                           |
| Plumbing                     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | All Plumbing & Drainage to be installed under the National Plumbing & Drainage Code AS/NZS3500          |

**Building Standards**

Provide relevant standards

| Building Standards | Plans comply                            |                             | Explanation                        |
|--------------------|-----------------------------------------|-----------------------------|------------------------------------|
| AS 1562.1          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Metall Roofing                     |
| AS 1680            | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | ARTIFICIAL Lighting                |
| AS 3740            | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Wet AREA Construction.             |
| AS1288             | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | SAFETY GLASS.                      |
| AS 3786            | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Smoke ALARMS./Detectors.           |
| AS 1260            | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Sanitary & Plumbing Drainage Pipe. |

**NCC Requirements**

Fire Safety

| Requirements            | Plans comply                            |                             | Explanation        |
|-------------------------|-----------------------------------------|-----------------------------|--------------------|
| Emergency Lighting      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Draw sheet A3-701. |
| Smoke Alarms/Detectors  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |                    |
| Emergency Exit Lighting | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |                    |
|                         | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                    |
|                         | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                    |
|                         | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                    |

Health and amenity

| Requirements                         | Plans comply                            |                                        | Explanation                |
|--------------------------------------|-----------------------------------------|----------------------------------------|----------------------------|
| Wet areas and External waterproofing | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |                            |
| Room Height                          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |                            |
| Light                                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |                            |
| Ventilation                          | <input checked="" type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | No Exhaust fan in Bathroom |
| Sound Insulation                     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            | Batts in walls             |
|                                      | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |                            |

## Safe movement and access

| Requirements                                                             | Plans comply                            |                             | Explanation                            |
|--------------------------------------------------------------------------|-----------------------------------------|-----------------------------|----------------------------------------|
| Walking surface must be SAFE Gradient.                                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | AHL Requirement gone under             |
| Be suitable for safe passage in relation to the nature & vol & frequency | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | P2.51 document to deal with a building |
|                                                                          | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                                        |
|                                                                          | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                                        |
|                                                                          | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                                        |
|                                                                          | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                                        |

## Energy efficiency

| Requirements          | Plans comply                            |                             | Explanation                                                           |
|-----------------------|-----------------------------------------|-----------------------------|-----------------------------------------------------------------------|
| EXTERNAL Windows Door | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | To be fitted with a seal in accordance with BCA/NCC Vol 2 PART 3.12.5 |
| STANDARD INSULATION   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | WRAP TO EXT WALL                                                      |
| Glass Wool Batts      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | R2.5 Batts to Ceiling                                                 |
| Glass Wool Batts      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | R1.5 Batts to walls.                                                  |
|                       | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                                                                       |
|                       | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |                                                                       |

# STRUCTURAL WALL SKETCH

