

CPCBC4005A

PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING

PRACTICAL ASSESSMENT INSTRUCTIONS

- The following practical assessment will require the Participant to complete work related activities.
- The Assessor will conduct observations of the Participant's work to determine whether they display sufficient practical skills and knowledge.
- Please fill in the details below – providing your name, signature and date of assessment.
 - The Participant's signature acknowledges that the Assessor provided clear instructions and the Participant understood what was required to complete this assessment.
- The Assessor may substitute a Practical Task with an alternate task of equal value.
 - Alternate tasks must be fully documented by the assessor in the Assessor Comments area.

Participant name Melanie Johnston

Participant signature 

Date Click here to enter a date. 23/9/20

Assessor name _____

Assessor signature _____

Date Click here to enter a date.

Task	Task outcome (Tick)	
	Satisfactory	Not Yet Satisfactory
Task 1 (Occasion 1)	☐	☐
Task 1 (Occasion 2)	☐	☐

ASSESSOR COMMENTS

CPCCBC4005A

PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING

Practical Task 1 (2X)

Description of task:

On two (2) occasions, a suitable observer is to verify the participant's ability to produce schedules of resource requirements so that orders can be placed for materials and labour for projects, and costs can be recorded and tracked as they are incurred.

- **Occasion 1:** Residential project
- **Occasion 2:** Commercial project

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. Evidence to be submitted may include:

- A copy of a material/labour schedule or supplier list for a project ✓
- A copy of a purchase order for purchasing materials or other resources ✓
- A cost report
- Site condition reports or dilapidation reports
- Contract documents
- Call forward sheets
- Variations

The observer is to provide detailed comments on the tasks completed by the participant. The assessor is to verify the observer's comments in the Assessor Comments section, and provide the Practical Assessment outcome on the front cover of this document.

Resources required:

Contract documentation (including plans and specifications), computer.

Assessment of task

Name of participant:	Melanie Johnston		
Name of observer:	Dylan Stevens		
Role of observer (Confirm suitability to sign)	Site Engineer		
Email address of observer	Dylan.Stevens@rnajv.com		
Signature of observer:			
Date:	Click here to enter a date. 23/9/20		
When completing the task, did the participant:	Tick if satisfactorily completed. Provide comments if left unticked.		
	1st Occasion	2nd Occasion	
1.A. Consider all contract conditions in the schedules, including: • All contractual requirements • Local government and regulatory bodies' conditions of approval • Colour selections • Variations to contracts, raised by the client or builder	☒	☒	
1.B. Produce material and labour schedules, including: • Details of nominated suppliers and contractors in work schedules 1) Application of contract rates	☒	☒	

1.C. Produce relevant overlay drawings.	☒	☒
1.D. Include contract details and instructions on orders.	☒	☒
1.E. Prepare site files, including: - All necessary site documents, including plans and specifications - Preparation of call forward sheets, detailing all orders	☒	☒
1.F. Analyse project costs against estimates during construction.	☒	☒
1.G. Analyse approved variation costs.	☒	☒
1.H. Provide a final project cost analysis.	☒	☒
1.I. Maintain data files of standard costs, including: - Approved variation cost increases - Changes to standard plans, specifications, and cost files	☒	☒
1.J. Effectively communicate using the following methods: - Verbally using language/concepts appropriate to cultural differences - Non-verbal communication	☒	☒
The Participant's performance was: ☒ Satisfactory ☐ Not Satisfactory		

OBSERVER COMMENTS

PROJECT: Rockhampton Northern Access Upgrade	
CONTRACT NO: SC-P18-07-SA-02	
ORDER NO: 073	REVISION: #N/A
ORDER DATE: 1/09/2020	REVISION DATE: #N/A
RAISED BY: L. Siron	NOTES: Please call Site Contact to confirm delivery is still to proceed <i>prior to loading truck.</i>
DELIVERY DATE: Thu 3-Sep-20	NEW DELIVERY DATE: #N/A
DELIVERY LOCATION (GATE #): Gate S40	
UHF CHANNEL: 29	
SITE CONTACT NAME: Neil Hurry	
SITE CONTACT PHONE: 0408 986 496	

Unit Size	Pipe Class	Unit Length	Unit	Qty	Rubber Ring / Eband	Mass (T/pipe)	Total Mass
Reinforced Concrete Pipes - RRJ							
300mm	CL3	2.44m	EA			0.22	
375mm	CL3	2.44m	EA			0.31	
450mm (RJ)	CL3	2.44m	EA	16	16	0.44	7.04
450mm	CL3	1.22m	EA			0.22	
450mm	CL4	2.44m	EA			0.45	
450mm	CL4	1.22m	EA			0.225	
525mm	CL3	2.44m	EA			0.595	
525mm	CL3	1.22m	EA			0.2975	
525mm	CL4	2.44m	EA			0.675	
525mm	CL4	1.22m	EA			0.3375	
600mm	CL3	2.44m	EA			0.685	
600mm	CL3	1.22m	EA			0.3425	
600mm	CL4	2.44m	EA			0.765	
600mm	CL4	1.22m	EA			0.3825	
750mm	CL3	2.44m	EA			0.985	
750mm	CL3	1.22m	EA			0.4925	
750mm	CL4	2.44m	EA			1.17	
750mm	CL4	1.22m	EA			0.585	
900mm	CL3	2.44m	EA			1.23	
900mm	CL3	1.22m	EA			0.7125	
1050mm	CL3	2.44m	EA			1.91	
1050mm	CL3	1.22m	EA			0.955	
1050mm	CL4	2.44m	EA			2.115	
1050mm	CL4	1.22m	EA			1.058	
Reinforced Concrete Box Culverts							
450x300	B2	2.4m	EA				
600x300	B2	2.4m	EA				
600x375	B2	2.4m	EA				
600x375	B2	1.2m	EA				
900x750	B2	2.4m	EA				
1200x450	B2	2.4m	EA				
1200x750	B2	2.4m	EA				
1200x900	B2	2.4m	EA				
1200x900	B2	1.2m	EA				
1200x1200	B2	2.4m	EA				
1500x900	B2	2.4m	EA				
1500x900	B2	1.2m	EA				
1500x750	B2	2.4m	EA				
Precast Headwalls - RCP							
300mm			EA				
375mm			EA				
450mm			EA				
525mm			EA				
600mm			EA				
750mm			EA				
900mm			EA				
1050mm			EA				
				Mass of Order (t)		7.04	
Delivery RCP FOG - Min 20t			EA	1			

Humes
Humes Rockhampton Plant
77 McLaughlin St. ROCKHAMPTON
Ph : 07 4924 7900
Fax: 07 4924 7901

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8015979317

DOCKET No.

WARNING - WORK SAFELY WITH HARDENED CONCRETE

If you cut, drill, saw, chase, sand, grind or break up hardened concrete, concrete dust containing crystalline silica may be released. National Exposure Standard for Respirable Crystalline Silica must be complied with. Breathing crystalline silica dust repeatedly may lead to lung diseases including bronchitis and silicosis. Breathing heavy concentrations of concrete dust may cause coughing and sore throat. Wear an approved P2 dust mask (AS/NZS 1715/1716) when exposed to concrete dust. Dust may irritate the eyes; wear eye protection (AS/NZS 1337). To stop dust build up regularly wet and sweep up or vacuum and put dust in a covered container. DISPOSAL. Follow local authority guidelines for getting rid of waste.

WARNING - WORK SAFELY WITH PLASTILINE® LINING

Plastiline® lining may produce fumes when heated. These fumes can irritate the skin, eyes, nose, throat and lungs. Fumes may also burn the skin. Protect yourself against breathing the fume and against burns from heated material by working in a well ventilated area wearing suitable protective clothing including gloves (AS2161), eye protection (AS/NZS 1337), and respirator mask (AS/NZS 1715/1716).

MATERIAL SAFETY DATA SHEETS

Additional safety information is presented in the MSDS for all products manufactured or distributed by Humes. An MSDS can be obtained via your account manager, sales representative or from www.humes.com.au

SAFE SITE DELIVERY

Humes expects the owner or principal contractor of the delivery site to provide a safe working environment. In the event that the delivery site is deemed unsafe to complete deliveries, the driver will first contact the customer to address the issue. If the action taken by the customer is unsatisfactory the driver will contact their own manager for further instructions. Issues to assist in creating a safe working environment for Humes product delivery are explained in the Humes Safe Site Delivery Brochure. Additional copies of this brochure are available on request

☒ SAFE SITE DELIVERY BROCHURE ATTACHED

August, 2015

Sold To: MCILWAIN CIVIL ENGINEERING PT & SG
(RANJIV) DRAINAGE
PO Box 5120
RED HILL, ROCKHAMPTON QLD 4701

Deliver To: MCILWAIN CIVIL ENGINEERING PT & SG
#4615 RMA VAR02
DYLAN STEVENS - 0411 381 576 QLD

Date	Customer No.	Plant No.	Customer Order No.	Customer Job No.	Carrier
03.09.2020	561715	5270	80-810-07		TRK, HUM, 020, COLD, FREIGHT SOL
Item Description			Unit Mass	Quantity Delivered	Carrier's Signature
Pipe 450 x 2.44 RJ Class 3			7.264	16	 Truck Times In: Out: This sale is subject to Holcim (Australia) Pty Ltd Terms of Sale. Whilst your attention is particularly drawn to the selected clause printed on the reverse side of this delivery docket, please note that all Terms of Sale do apply. Customer's Signature: 
RUBBER RING (FOR 450x42 PIPE)			0.000	16	
451x12.7 AS1646-1987 SDH45/50			0.000	1	
FREIGHT TO SITE - FREE ON GROUND SEMI - LESS THAN 25KM ZONE					
2 Rings missing					
					
CASH SALE ONLY					
Received the sum of \$.....					
☐ Cash ☐ Cheque ☐ Credit Card ☐ EFTPOS					
Received by					
Serial Control No. (OFFICIAL USE ONLY)					863878

Comments: #4615 VAR02 ROCKY NORTHERN ACCESS
JORDAN - 0402 324 864
DYLAN STEVENS - 0411 381 576

Due Date: 03.09.2020

7.264 T

Total Mass (Guide Only)

Please note that the weight inserted next to the words "Total Mass" is inserted as part of the company data (see Clause 1.02) and for the guidance of carriers. Specifically, Holcim (Australia) does not represent or warrant that the goods are of the weight set out, or any particular weight.

PROJECT: Rockhampton Northern Access Upgrade	
CONTRACT NO: SC-P18-07-SA-02	
ORDER NO: 071	REVISION: #N/A
ORDER DATE: 24/07/2020	REVISION DATE: #N/A
RAISED BY: L. Siron	NOTES: Please call Site Contact to confirm delivery is still to proceed <i>prior to loading truck.</i>
DELIVERY DATE: Mon 3-Aug-20	NEW DELIVERY DATE: #N/A
DELIVERY LOCATION (GATE #): Gate 12	
UHF CHANNEL: 28	
SITE CONTACT NAME: Jordan Donald	
SITE CONTACT PHONE: 0404 324 064	

Unit Size	Pipe Class	Unit Length	Unit	Qty	Rubber Ring / Eband	Mass (T/pipe)	Total Mass
Reinforced Concrete Pipes - RRI							
300mm	CL3	2.44m	EA			0.22	
375mm	CL3	2.44m	EA			0.31	
450mm	CL3	2.44m	EA			0.44	
450mm	CL3	1.22m	EA			0.22	
450mm	CL4	2.44m	EA			0.45	
450mm	CL4	1.22m	EA			0.225	
525mm	CL3	2.44m	EA			0.595	
525mm	CL3	1.22m	EA			0.2975	
525mm	CL4	2.44m	EA			0.675	
525mm	CL4	1.22m	EA			0.3375	
600mm (RJ)	CL3	2.44m	EA	8	8	0.685	5.48
600mm	CL3	1.22m	EA			0.3425	
600mm	CL4	2.44m	EA			0.765	
600mm	CL4	1.22m	EA			0.3825	
750mm	CL3	2.44m	EA			0.985	
750mm	CL3	1.22m	EA			0.4925	
750mm	CL4	2.44m	EA			1.17	
750mm	CL4	1.22m	EA			0.585	
900mm (FJ)	CL3	2.44m	EA	3	3	1.23	3.69
900mm	CL3	1.22m	EA			0.7125	
1050mm	CL3	2.44m	EA			1.91	
1050mm	CL3	1.22m	EA			0.955	
1050mm	CL4	2.44m	EA			2.115	
1050mm	CL4	1.22m	EA			1.058	
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450x300	B2	2.4m	EA				
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1200x450	B2	2.4m	EA				
1200x750	B2	2.4m	EA				
1200x900	B2	2.4m	EA				
1200x900	B2	1.2m	EA				
1200x1200	B2	2.4m	EA				
1500x900	B2	2.4m	EA				
1500x900	B2	1.2m	EA				
1500x750	B2	2.4m	EA				
Precast Headwalls - RCP							
300mm			EA				
375mm			EA				
450mm			EA				
525mm			EA				
600mm			EA				
750mm			EA				
900mm			EA				
1050mm			EA				
				Mass of Order (t)		9.17	
Delivery RCP FOG - Min 20t			EA	1			

Hampton Plant
Loughlin St KAWANA
07 4924 7900
Fax: 07 4924 7901

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8015805339

DOCKET No.

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SAFE SITE DELIVERY

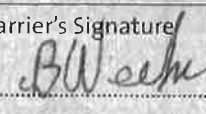
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August, 2015

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DRAINAGE
PO Box 5120
RED HILL, ROCKHAMPTON QLD 4701

Deliver To: MCILWAIN CIVIL ENGINEERING PTY LTD
#4615 RMA VAR02
DYLAN STEVENS - 0411 381 576 QLD

Date	Customer No.	Plant No.	Customer Order No.	Customer Job No.	Carrier
03.08.2020	521718	5270	SC-212-07		TRA, HUN, 009, COLD, FREIGHT SOL
Item Description			Unit Mass	Quantity Delivered	Carrier's Signature
Pipe 600 x 2.44 RJ Class 3 MRTS			5.704	8	 Truck Times In: Out: This sale is subject to Holcim (Australia) Pty Ltd Terms of Sale. Whilst your attention is particularly drawn to the selected clauses printed on the reverse side of this delivery docket, please note that all Terms of Sale do apply. Customer's Signature:  CASH SALE ONLY Received the sum of \$..... ☐ Cash ☐ Cheque ☐ Credit Card ☐ EFTPOS Received by Serial Control No. (OFFICIAL USE ONLY) 863508
RUBBER RING FOR(600*45) 600*16			0.000	8	
AS 1546-1987 SDH45/50			0.000	1	
FREIGHT TO SITE - FREE ON GROUND SEMI - LESS THAN 25KM ZONE					
Comments: #4615 VAR02 ROCKY NORTHERN ACCESS. JORDAN - 0402 324 064 DYLAN STEVENS - 0411 381 576 Due Date: 03.08.2020 5.704 T Total Mass (Guide Only)					

Please note that the weight inserted next to the words "Total Mass" is inserted as part of the company data (see Clause 1.02) and for the guidance of carriers. Specifically, Holcim (Australia) does not represent or warrant that the goods are of the weight set out, or any particular weight.