

CPCBC4012B

READ AND INTERPRET PLANS AND SPECIFICATIONS

ASSESSMENT SUMMARY

The assessment activities for *CPCBC4012B Read and interpret plans and specifications* cover all aspects of the unit of competency required. To demonstrate competence in this unit, a participant must undertake all tasks and complete them satisfactorily and consistently. For Apprentices and Trainees, this includes employer completion of the Employer Record Book (ERB).

Participants must read all the information given before starting any assessment task. The assessment tasks are intended to be equitable, fair and flexible. If a participant has any questions or requires alternative arrangements to be made such requests should be directed to their Trainer/Assessor, who should note such arrangements in the 'Assessor Comments' on the affected assessment. If a participant feels they are not yet ready to be assessed, they should discuss their options with their Trainer/Assessor.

To satisfactorily complete the assessment, the participant is required to answer all questions correctly and demonstrate their skills to industry standards. If a participant does not answer some questions or perform some tasks, they will be deemed 'Not Satisfactory' for the task and 'Not Yet Competent' for the unit of competency. The Trainer/Assessor is able to provide the participant with additional information on interpreting the assessment outcomes and provide guidance on the participant's options. Should a participant still be deemed 'Not Satisfactory' they will have the opportunity to undertake a supplementary assessment or appeal the result.

By signing the cover page for each assessment item, the participant acknowledges they understand the assessment instructions and requirements and consent to being assessed. The participant also verifies and assures the RTO that the work submitted is their own work.

Participant Name	Sophie Scott
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Task	Assessment Results	
Theory Exam	☐ Satisfactory	☐ Not Yet Satisfactory
Practical Assessment	☐ Satisfactory	☐ Not Yet Satisfactory
Outcome for Unit of Competency	☐ Competent	☐ Not Yet Competent

Assessor Name	
Assessor Signature	
Unit Competence Determination Date	Click here to enter a date.

CPCCBC4012B

READ AND INTERPRET PLANS AND SPECIFICATIONS

THEORY EXAM INSTRUCTIONS

- This exam will occur under standard assessment conditions.
 - An oral examination may be allowed under certain circumstances, whereby the Participant's answers will be documented by a party other than the Participant. This must be acknowledged in writing (e.g. FT001 and Assessor Comments)
- Participants must provide enough detail in their responses to demonstrate their knowledge and skills.
- Please fill in the details below, providing your name, signature and date of assessment.
 - Your signature acknowledges that this is your own work.
- Assessors are to complete marking in pen of a different colour to the Participant.
- If a Participant initially answers a question incorrectly but modifies their response, they must follow the instructions below:
 - If a Participant changes their response in writing, they must put their initials next to the written change.
 - If a Participant changes their response verbally, this must be noted on the exam paper by the assessor.

Participant name Sophie Scott

Participant signature



Date

[Click here to enter a date.](#)

19/08/20

Assessor name

Assessor signature

Date

Number of questions	Number of questions answered correctly	Task outcome (Tick)	
		Satisfactory	Not Yet Satisfactory
87		☐	☐

Q1. Plans and specifications are used to inform which of the following processes? Tick all that apply.

Answer	Choice	Possible Answers	
	☒	Building contracts	☐
	☒	Development applications	
	☒	Estimation	
	☒	Planning	
	☒	Supervisory tasks	
	☒	Tenders	

Q2. Which compass direction is always shown on plans and drawings?

Answer	North Point	☐
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Q3. What information is provided on a location plan?

Answer	The location plan shows the site on a street	☐
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Q4. What detail does a site or block plan contain?

Answer	It provides more specific details of the block on which the building site is proposed to be on	☐
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Q5. What do floor plans identify?

Answer Shows details/positions of rooms, fixtures, and floor coverings.

☐

Q6. What is a landscape plan and what information might it provide?

Answer A landscape plan is the plan for the outdoor areas. It shows details of garden layouts, plants, paths, garden layouts, irrigation and retaining walls

☐

Q7. What are elevation views? What do they provide to the plan reader?

Answer View of the proposed structure from each side

☐

Q8. What is a section?

Answer

The section is a view of the house after it has been cut vertically at some point. It shows the size and thickness of structural members and relationships between spaces.



Q9. What are detailed drawings?

Answer

Detailed drawings show a method of construction or finish



Q10. What are specifications?

Answer

Specifications are documents that support the drawings and plans. It provides details on which materials, fixtures, fittings, and techniques are to be used throughout the project. It also provides what standards are to be applied.



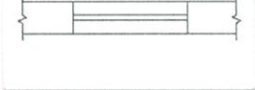
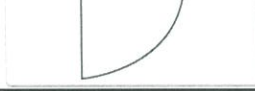
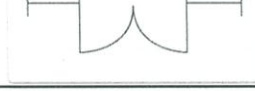
Q11. Explain the meaning of the abbreviations in the table below.**Answer**

Abbreviation	Meaning
ACRYL	Acrylic
AS	Australian Standard
ASSD	Assumed Datum
B	Basin
BN	Bull Nose
BTH	Bath
BWK	Brickwork
CB	Concrete Block
CF	Concrete Floor
CG	Clear Glass
CJ	Ceiling Joist
CORR	Corrugated
CWT	Cold Water Tank
DG	Double Glazing
DH	Double Hung
DPC	Damp Proof Course
DSB	Distribution Switch Board
DW	Dishwasher
EJ	Expansion Joint
FPBD	Fibrous Plaster Board
FFL	Finished Floor Level
FHR	Fire Hose Reel
GPO	General Purpose Outlet
HBD	Hardboard
HTR	Heater
HWD	Hardwood



Q12. Name each of the drawing symbol images shown in the table below.

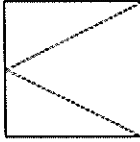
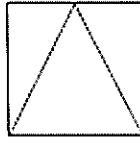
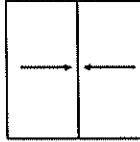
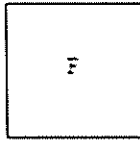
Answer

Name	Image
Double skin brick	
Brick veneer	
Steel or timber framing	
Opening through double skin brick	
Door threshold	
Single door	
Double door	
Cavity slider	
Face sliding door	
Single switch	



Q13. Identify what the following window symbols represent on elevations.

Answer

Item	Drawing
Hinged at side	
Hinged at top	
Sliding horizontally	
Fixed	



Q14. What does a clouded area on a plan indicate?



Answer There has been an amendment made on a drawing.



**Q15. An amendment to specifications could relate to which of the following?
Tick all that apply.**

Answer

Choice	Possible Answers
☐	Contact details of all construction crew members
☒	Materials or products used
☒	Methods of carrying out specified work



Refer to the title block below to respond to Q16. to Q18.

Site address: LOT 437, SOUTH ST. MARYVILLE WA	
Client JM & KL JOHNSON	
Project # 2012/15	Project name JOHNSON RESIDENCE
Builder: HOTSHOT HOMES	
Drawn by: MW	Date July 2011
AMENDMENTS 5/10/2011 Window added to study 8/11/2011 Bed 3 robe deleted	
Title: FLOOR PLAN	Scale: 1:100
Drawing # 3 OF 7	

Source: http://www.dtwd.wa.gov.au/sites/default/files/teachingproducts/BC1934_CCBY.PDF

Q16. On what date was an amendment made to the window details?

Answer 05/10/2011

☐

Q17. True or False (Tick your response): Details of the window in Q16. should also be reflected in the specifications and confirmed with the client.

Answer

☒	True
☐	False

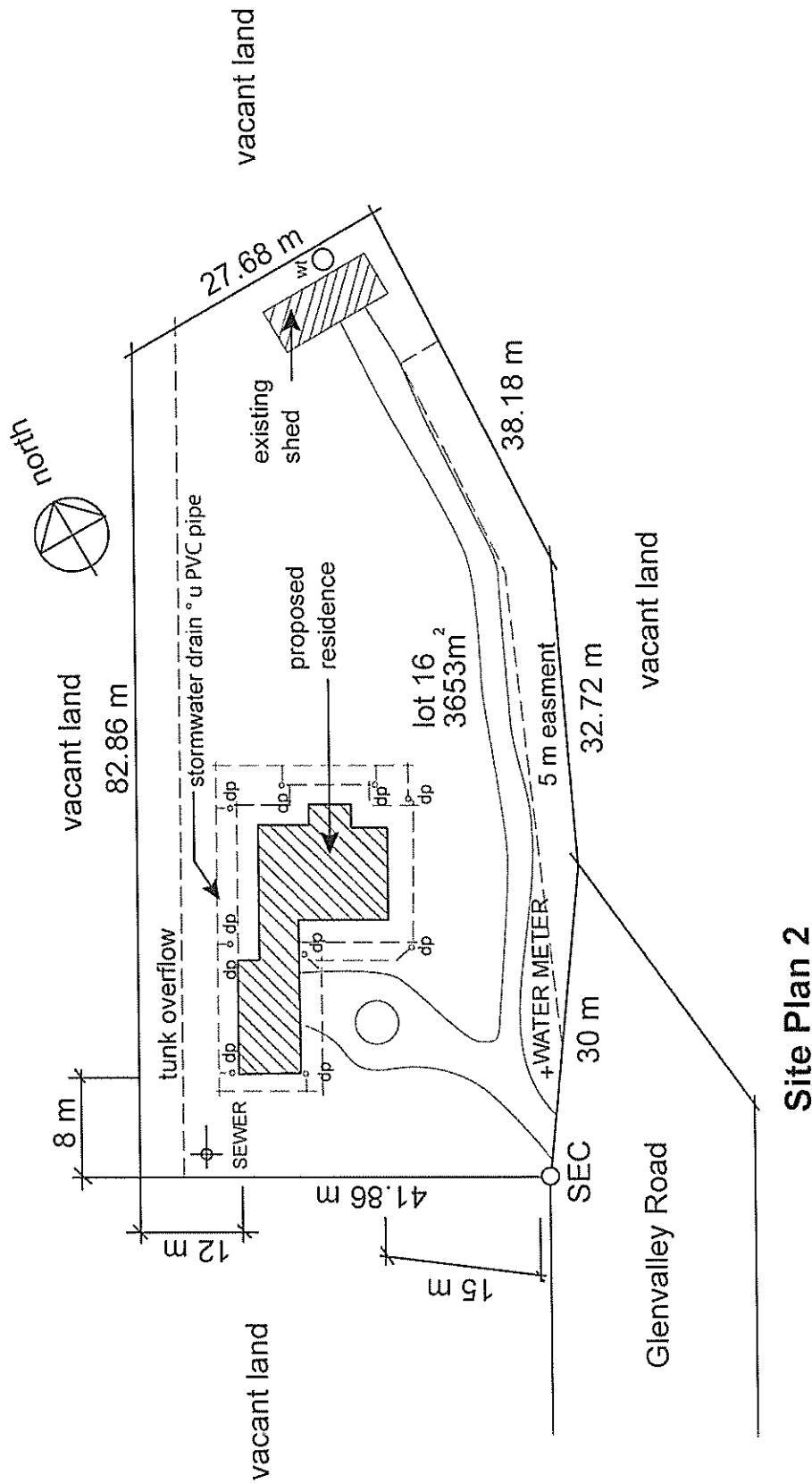
☐

Q18. What amendment occurred on 08/11/2011?

Answer Bed 3 robe deleted

☐

Refer to the site plan below to respond to Q19. to Q26.



Site Plan 2

Clients : H&M Smith Lot 16 Glenvalley Road Richmond	North 	drawn : DJA		REVISIONS			Joe Foreman Ph: 03 9514 2311 Mob: 0413 113 113 18 Fairview Road, Richmond 3216
		date : 11/10/07		NO	DATE	BY	
		scale : 1 : 500					
		drg no : WD 9733					
		sheet 6 of 7					

Q19. What structure is being built on this site? Tick your response.

Choice	Possible Answers
☒	Residence
☐	Road
☐	Shed
☐	Water meter

Q20. What is the Lot number of this site?

Answer	16
--------	----

Q21. What is the size of this lot?

Answer	3653m2
--------	--------

Q22. Is the shed at the north-east of the proposed structure to be removed or retained? Tick your response.

Choice	Possible Answers
☐	Removed
☒	Retained

Q23. True or False (Tick your response): The sewer is at the eastern boundary of the property.

Answer	☐ True
	☒ False

Q24. True or False (Tick your response): The driveway is located to the south of the proposed property.

Answer	☒ True
	☐ False

Q25. What size is the easement on the eastern boundary of the site?

Answer 5m

☐

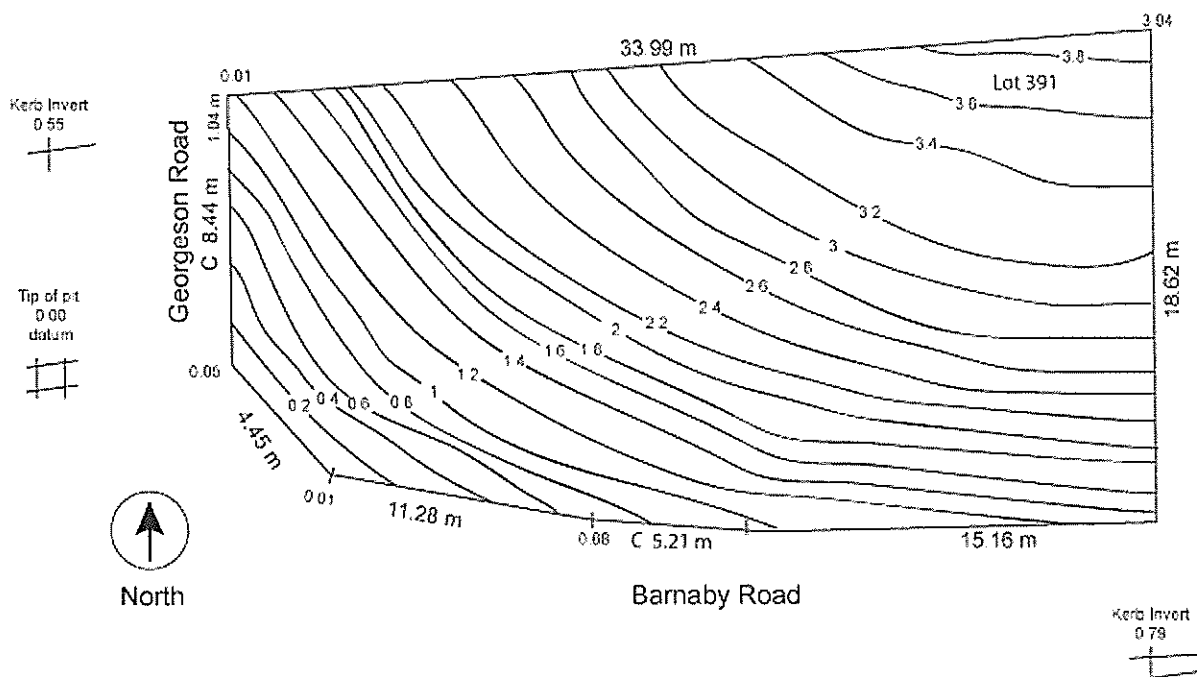
Q26. True or False (Tick your response): The stormwater drain is constructed from PVC pipe.

Answer

☒	True
☐	False

☐

Refer to the contour plan below to respond to Q27. to Q28.



Q27. What is the level at the northernmost point of the site?

Answer 3.94m

☐

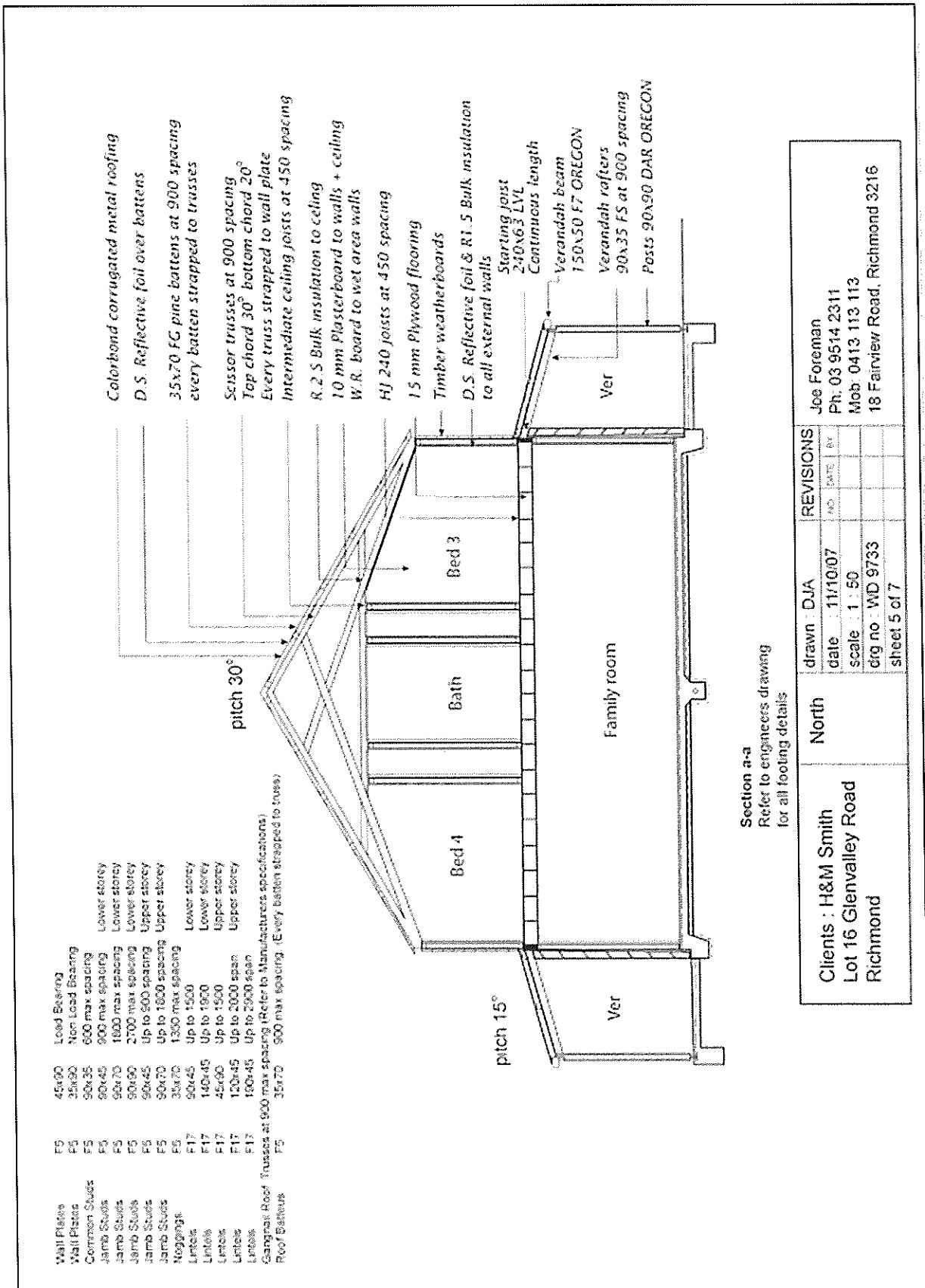
Q28. Which end of the site has the lowest level? Tick your response.

Answer

Choice	Possible Answers
☐	East
☒	West

☐

Refer to the sectional drawing below to respond to Q29. to Q49.



Q29. Give a brief description about the building from the detail available in the sectional drawing. Is it the same structure proposed in Q19. to Q26. ?

Answer Yes, it is the same structure proposed in Q19-26. This building provides further details on the structure, materials, measurements, and which rooms are which. ☐

Q30. Who is the client?

Answer H&M Smith ☐

Q31. Where is this project to be built?

Answer Lot 16 Glenvalley Road, Richmond ☐

Q32. What are the contact details for the draftsman?

Answer Joe Foreman Phone 03 9514 2311 and Mobile 0413 113 113 ☐

Q33. What sheet number is this drawing?

Answer 5 ☐

Q34. What timber is required for loading and non-load bearing walls?

Answer Load bearing - 45x90, non-load bearing -35x90 ☐

Q35. What spacing is recommended for common studs?

Answer 600 max

☐

Q36. What type of roof truss is to be installed?

Answer Scissor trusses at 900 spacing

☐

Q37. What centres are the trusses positioned at?

Answer 900 spacing

☐

Q38. What size are the veranda posts?

Answer 90x90

☐

Q39. What timber species are the veranda posts to come from?

Answer DAR Oregon

☐

Q40. What pitch is the roof?

Answer 30 Degrees

☐

Q41. What size are the noggings and at what spacing?

Answer 35x70 noggings and 1350 max spacing

☐

Q42. What size are the ceiling joists?

Answer HJ 240

☐

Q43. What timber is used for roof battens and what spacing?

Answer 35x70 at 900 spacing

☐

Q44. What thickness is the plasterboard sheeting?

Answer 10mm

☐

Q45. What type of flooring is to be installed?

Answer 15mm plywood flooring

☐

Q46. What is the roof cladding material?

Answer Colourbond corrugated metal roofing

☐

Q47. Where will you find information about the footings?

Answer Refer to the engineers drawing

☐

Q48. What do the letters 'DAR' refer when timber ordering?

Answer Dressed all round

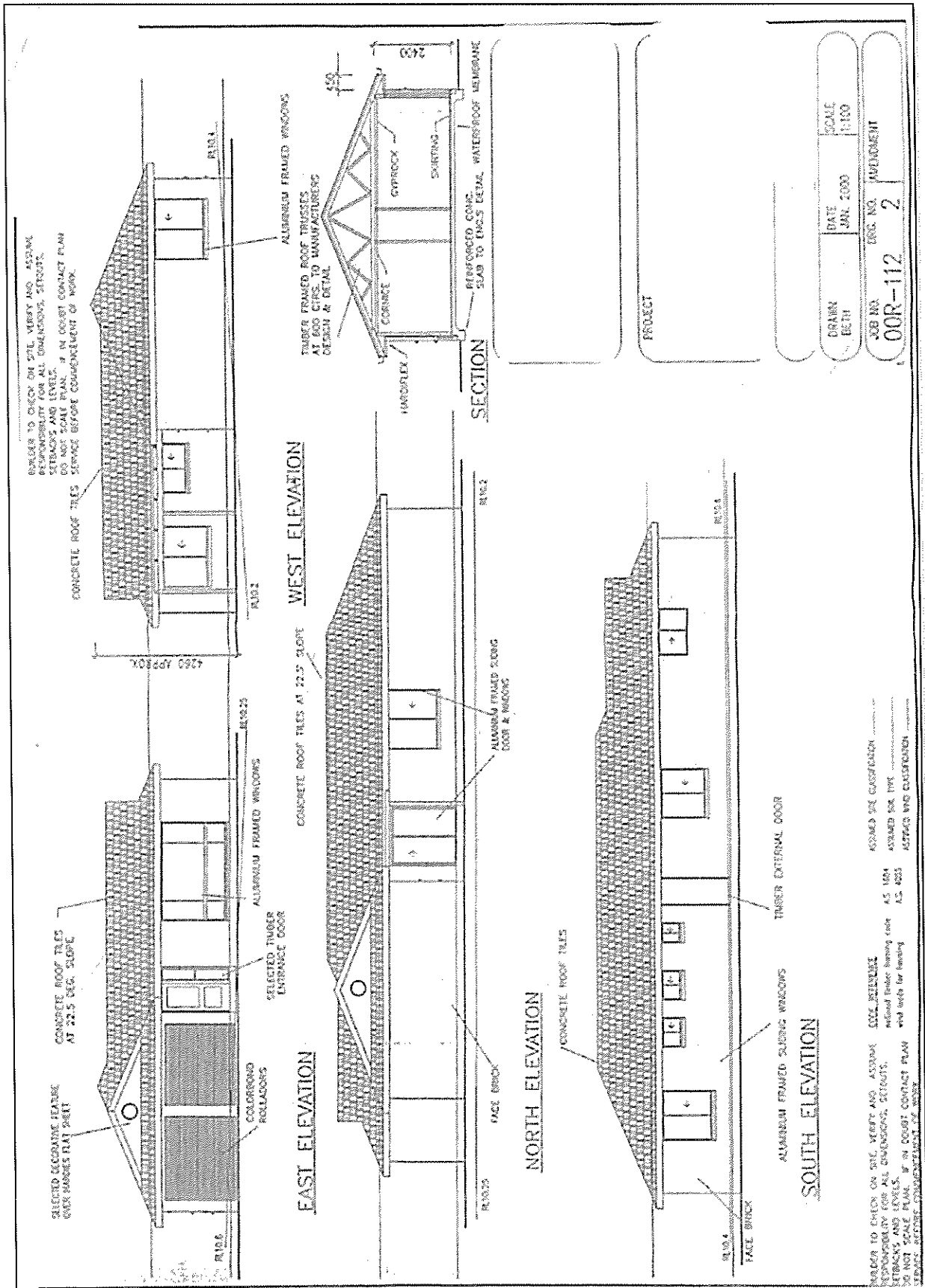
☐

Q49. Explain what '240 x 63 LVL' refers to on the sectional drawing. What do the letters 'LVL' refer to?

Answer Refers to the starting joist. LVL - Laminated Veneer Lumber

☐

Refer to the drawing below to respond to Q50. to Q65.



Q50. What is the number of the drawing?

Answer ☐

Q51. What is the Job Number?

Answer ☐

Q52. What is the scale of the drawing?

Answer ☐

Q53. What does the drawing show?

Answer ☐

Q54. Which view shows the front of the house?

Answer ☐

Q55. How many motor vehicles can be parked in the garage?

Answer ☐

Q56. What are the window and doors made from?

Answer ☐

Q57. What is the size of the eaves?

Answer ☐

Q58. What are the eaves lined with?

Answer Hardiflex

☐

Q59. What type of roof structure is the roof built from?

Answer Timber frame roof trusses

☐

Q60. Which Part of the NCC should be read for more detail about the requirements for the roof structure in Q59. ?

Answer Volume 2 Part 3.4

☐

Q61. Which Australian Standard should be read for more detail about the roof structure in Q59. ?

Answer AS 1684

☐

Q62. What is the roof cladding materials made from?

Answer Concrete roof tiles

☐

Q63. Which Part of the NCC should be read for more detail about the roof cladding materials in Q62. ?

Answer Volume 2 Part 3.5

☐

Q64. Which Australian Standard should be read for more detail about the roof cladding materials in Q62. ?

Answer AS 2050

☐

Q65. What is the roof pitch?

Answer 22.5 degrees

☐

Q66. Identify one (1) regulatory body you may need to submit plans to for approval?

Answer Local Council



Q67. Briefly describe the approval process and timeframes for an approval through the regulatory body in Q66.

Answer Approval times and processes will vary between local government authorities



Q68. What is a prime cost (PC) item? Give an example.

Answer An agreed amount of money in the contract sum to buy items such as tiles and doors.

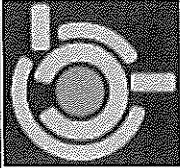


Q69. What is a provisional sum (PS) item? Give an example.

Answer An estimated cost to cover works/materials not yet defined in the contract.



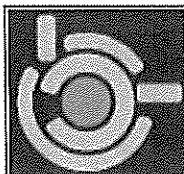
Refer to the Bill of Quantities below to respond to Q70. to Q76.

	Page 1 of 2
	Organized Builders Estimating Solutions Bill Summary
	7 October 2011

Web2Stem Website Template 2 storey
 Organized Builders
 P.O. Box 5280 Frankston South 3199
 0413 770 956

Cost Centre	Amount	
01 PRELIMINARIES	\$21,239.00	5.9%
01A Preliminary Stage	\$0.00	0%
02 SITE PREP & DEMOLITION	\$5,010.00	1.7%
03 HIRE ITEMS	\$8,909.70	2.5%
04 SET OUT	\$1,350.00	.4%
05 POWER PROVISION	\$2,670.00	.7%
06 WATER CONNECTION	\$1,550.00	.4%
07 SEWERAGE & STORMWATER	\$9,400.00	2.6%
01 - Prelims	\$51,128.70	14%
08A Base Stage	\$0.00	0%
08 PUMP & CRANE HIRE	\$2,070.00	.6%
09 TERMITE CONTROL	\$700.00	.2%
13 FOUNDATION PACKAGE	\$19,079.00	5.3%
17 STRUCTURAL STEEL	\$12,000.00	3.3%
02 - Base	\$33,849.00	9%
20A Frame Stage	\$0.00	0%
20 FRAME TIMBER	\$5,127.16	1.4%
22 FLOOR TRUSSES	\$2,249.60	.6%
23 ROOF TRUSSES	\$3,360.00	.9%
24 WINDOWS ALUMINIUM	\$25,541.00	7.1%
29 FRAME CARPENTER	\$7,335.00	2.0%
03 - Frame	\$43,613.76	12%
30A Lockup Stage	\$0.00	0%
31 METAL ROOF	\$16,536.90	4.6%
32 RENDERING	\$9,095.00	2.5%
34 BRICK SUPPLY	\$3,276.00	.9%
35 BRICK SAND	\$600.00	.2%
36 STEEL LINTELS	\$826.52	.2%
38 BRICKLAYER	\$6,460.00	1.8%
39 ELECTRICIAN	\$152.01	.0%
40 INTERCOM & SECURITY	\$1,200.00	.3%
41 PLUMBER	\$6,775.00	1.9%
42 DUCTED HEATING & COOLING	\$16,900.00	4.7%
43 INTERNAL LOCKUP MATERIALS	\$921.65	.3%
45 INTERNAL LOCKUP CARPENTER	\$2,400.00	.7%
46 WALL INSULATION	\$3,265.50	.9%
47 EXTERNAL LOCKUP MATERIALS	\$1,936.70	.5%
48 EXTERNAL LOCKUP CARPENTER	\$11,770.00	3.3%
04 - Lockup	\$86,142.48	24%
50A Fixing Stage	\$0.00	0%

12/11 Datafile: www.datafile.com.au 2 - 33 C:\Program Files (x86)\Datafile\Reports\OT\Summary.rpt Cost May 2014

**Organized Builders Estimating Solutions****Bill Summary**

7 October 2011

Web2Stem Website Template 2 storey
 Organized Builders
 P.O. Box 5280 Frankston South 3199
 0413 770 956

<u>Cost Centre</u>	<u>Amount</u>	
50 PLASTERER	\$12,900.00	3.6%
51 STAIRCASE & BALUSTRADE	\$7,000.00	1.9%
52 CABINET MAKER	\$22,000.00	6.1%
53 SINKS & BASINS	\$2,056.03	.6%
54 FIX MATERIALS	\$2,010.69	.6%
55 FIX CARPENTER	\$3,631.60	1.0%
56 INTERNAL TILE SUPPLY	\$6,100.00	1.7%
57 INTERNAL TILER	\$7,396.80	2.1%
58 PAINTER	\$16,075.90	4.5%
59 SHOWER SCREENS & MIRRORS	\$1,446.00	.4%
61 TOILET SUITES	\$1,500.00	.4%
05 - Fixing	\$82,151.02	23%
61A Completion Stage	\$0.00	0%
62 KITCHEN APPLIANCES	\$2,700.00	.8%
63 HOT WATER SUPPLY	\$2,406.80	.7%
64 TAPWARE SUPPLY	\$2,745.00	.8%
67 GARAGE DOOR SUPPLY	\$1,437.64	.4%
68 HOUSE CLEANER	\$1,088.00	.3%
71 CARPET, VYNIL & FLOATING FLOORS	\$3,350.00	.9%
72 CLOTHES LINE & MAILBOX	\$700.00	.2%
73 WINDOW FURNISHINGS	\$5,000.00	1.4%
74 FENCING	\$4,665.50	1.3%
76 LANDSCAPING	\$12,000.00	3.3%
78 OFFICE FEES & COSTS	\$26,000.00	7.2%
06 - Completion	\$62,095.14	17%
Total	\$358,990.10	
Contingency Sum	1.0%	\$3,589.89
Profit & Overheads	18.0%	\$65,262.58
GST	10.0%	\$42,783.25
Total		\$470,615.73

Prices do NOT include GST

Q70. True or False (Tick your response): This Bill of Quantities represents a job for a two-storey house.

Answer

☒	True
☐	False

☐

Q71. Identify two (2) materials being used for the floors?

Answer Carpet and Vinyl

☐

Q72. True or False (Tick your response): A landscaper has been contracted for this job.

Answer

☒	True
☐	False

☐

Q73. How much does the contracted plasterer cost?

Answer \$12,900.00

☐

Q74. How much do the kitchen appliances cost?

Answer \$2,700.00

☐

Q75. What percentage of the total cost does the fixing stage represent of the building contract?

Answer 23%

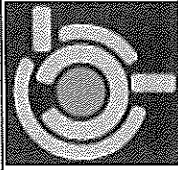
☐

Q76. What percentage of the total cost does the completion stage represent of the building contract?

Answer 17%

☐

Refer to the Purchase Order below to respond to Q77. to Q82.

	Page 1 of 2
	Organized Builders Estimating Solutions A.B.N. 36085992003
	info@organizedbuilders.com.au P.O. Box 5280 Frankston South 3199 0413 770 956
	7 October 2011

Purchase Order No Web2Stem/20

Delivery Date

Order Date 7/10/2011:

TO 	JOB Organized Builders P.O. Box 5280 Frankston South 3199 0413 770 956 Supervisor Builder Job Type Two Storey
---	--

Please Supply: **FRAME TIMBER**

Reference	Description	Quantity	Units	@	Amount
	Frame timber	1		\$0.00*	\$0.00
	Ground floor walls and beams to ceiling / floor				
	Pine 90 x 35 msp10 (long lengths)	130	m	\$1.00*	\$130.00
	Pine 90 x 45 msp10 (Long Lengths)	120	m	\$1.00*	\$120.00
	Pine F5 90 x 45 studs 2.4 m long	100	each	\$1.00*	\$100.00
	Studs Cut to mm				
	Pine F5 90 x 45 studs 2.7 m long	45	each	\$1.00*	\$45.00
	Studs Cut to mm				
	Pine 90 x 45 msp10 (Long Lengths)	322.5	m	\$1.00*	\$322.50
	studs over 2.7				
	60/3.0 25/3.3				
	90 x 45 KDHW F17	189.3	m	\$1.00*	\$189.30
	15/5.4 1/2.7 2/9 9/3.0 22/2.4 8/3.0				
	140 X 45 KDHW F17	70.8	m	\$1.00*	\$70.80
	13/3.6 7/2.4 4/1.8				
	240 X 45 KDHW F17	40.5	m	\$1.00*	\$40.50
	alternate option / better to use E14 beams in lieu of F17				
	7/3.6 2/3.3 1/2.1 1/1.5 1/1.2 1/3.9				
	240 X 45 KDHW F17	22.8	m	\$1.00*	\$22.80
	Must be H2 treated				
	2/3.6 4/3.9				
	290 x 45 F17 KDHW	71.4	m	\$1.00*	\$71.40
	6/3.9 2/3.3 4/4.2 6/3.6 1/1.2 1/1.8				
	Sheet brace 2400 x 1200 4mm Ply	3	sheet	\$1.00*	\$3.00
	Sheet brace 2700 x 1200 4mm Ply	5	sheet	\$1.00*	\$5.00
	Sheet brace 3000 x 1200 4mm Ply	4	sheet	\$1.00*	\$4.00

This Order is subject to our Standard Notes and Conditions. Authorised by:

Organized Builders

c2011 Databuild www.databuild.com.au 2 - 22 C:\Program Files (x86)\Databuild\reports\B11\com4.rpt Date: 7/10/11 09:15

Source: <http://organizedbuilders.com.au/sites/default/files/Databuild-Bill-of-Quantities.pdf>

Q77. How many Pine F5 90 x 45 studs (2.4m long) are required?

Answer ☐

Q78. If the material in Q77. increased in cost to \$2.75 each, what would be the total cost for this material?

Answer ☐

Q79. How many sheet of ply are required in total (i.e. all sizes)?

Answer ☐

Q80. What material has the highest total cost?

Answer ☐

Q81. How many metres are required of the material in Q80. ?

Answer ☐

Q82. What beam is identified as being a better option than F17?

Answer ☐

Refer to the labour chart below to respond to Q83. to Q86.

LABOUR		Registered (for des trat
BUILDING WORKS		Skilled Worker
Per hour		A S
17001	Aspalter (Road Construction).....	167.46
17002	Bamboo Scaffolder.....	187.20
17003	Bar Bender and Fixer.....	214.30
17004	Bricklayer.....	136.70
17005	Builder's Lift Operator.....	-
17006	Carpenter (Formwork - Building Construction).....	201.10
17007	Concrete Repairer (Spalling Concrete).....	185.60
17008	Concretor.....	194.50
17009	Construction Plant Mechanic.....	150.60
17010	Demolition Worker.....	165.60
17011	Drainlayer.....	166.00
17012	Floor Layer.....	139.20
17013	General Welder.....	152.00
17014	Glazier.....	154.80
17015	Joiner.....	139.20
17016	Leveller.....	150.20
17017	Marble Worker.....	179.80
17018	Mason.....	146.10
17019	Metal Scaffolder.....	131.00
17020	Metal Worker.....	154.70
17021	Painter and Decorator.....	127.40
17022	Painter (Texture-Spray).....	-
17023	Pipelayer.....	166.00
17024	Plant and Equipment Operator (other than cranes).....	129.60
17025	Plant and Equipment Operator (cranes generally).....	168.50
17026	Plasterer.....	154.70
17027	Plumber.....	140.20

Source: https://www.archsd.gov.hk/media/89170/sor2013_vol1_builders_works_2013_11_04.pdf

Q83. Based on the hourly rates given, which is the least expensive trade to contract?

Answer ☐

Q84. If the trade in Q83. were to be contracted for two (2) hours' work, how much would this cost?

Answer ☐

Q85. Based on the hourly rates given, which is the most expensive trade to contract?

Answer ☐

Q86. If the trade in Q85. were to be contracted for six (6) hours' work, how much would this cost?

Answer ☐

Q87. Name the building legislation (Act and Regulations) that apply within your jurisdiction and should be referenced when reading plans and building contracts.

Answer ☐

CPCCBC4012B READ AND INTERPRET PLANS AND SPECIFICATIONS

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 Sophie Scott

Participant signature

Date

19/08/20

Assessor name

Assessor signature

Date

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

CPCBC4012B

READ AND INTERPRET PLANS AND SPECIFICATIONS

Practical Task 1 (2X)																		
Description of task: On two (2) occasions, a suitable observer is to verify the participant's ability to read and interpret plans and specifications in order to inform estimation, planning and supervisory activities. 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: - Any drawing with a cloud or mark-up you have inserted. - Copy of the correspondence regarding mark up and any site management/authorising engineer response. 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: Drawings (including site plan), Specifications, Tender documentation, Telephone, Facsimile machine, Computer.																		
Assessment of task																		
Name of participant:	Sophie Scott																	
Name of observer:	Nicklaus McNab																	
Role of observer (Confirm suitability to sign)	Site Engineer																	
Email address of observer	nmcnab@watpac.com.au																	
Signature of observer:																		
Date:	19/08/20																	
When completing the task, did the participant:	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center; padding: 5px;">Tick if satisfactorily completed. Provide comments if left unticked.</th> </tr> <tr> <th style="width: 50%; text-align: center; padding: 5px;">1st Occasion</th> <th style="width: 50%; text-align: center; padding: 5px;">2nd Occasion</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center; padding: 5px;">1 Interpret drawings</td> </tr> <tr> <td style="padding: 5px;">1.1A. Identify purpose and advantage of different types of drawings.</td> <td style="text-align: center; padding: 5px;">☒</td> </tr> <tr> <td style="padding: 5px;">1.1B. Identify different aspects of drawings.</td> <td style="text-align: center; padding: 5px;">☒</td> </tr> <tr> <td style="padding: 5px;">1.1C. Identify, understand and apply: - Commonly used symbols and abbreviations - Common building and construction terms on drawings </td> <td style="text-align: center; padding: 5px;">☒</td> </tr> <tr> <td style="padding: 5px;">1.1D. Identify building site from location drawings.</td> <td style="text-align: center; padding: 5px;">☒</td> </tr> <tr> <td style="padding: 5px;">1.1E. Identify on the site plan: - True north - Building orientation - Key features in relation to building and other structures - Levels - Contours - Service entry points - Site features to be removed or retained </td> <td style="text-align: center; padding: 5px;">☒</td> </tr> </tbody> </table>		Tick if satisfactorily completed. Provide comments if left unticked.		1st Occasion	2nd Occasion	1 Interpret drawings		1.1A. Identify purpose and advantage of different types of drawings.	☒	1.1B. Identify different aspects of drawings.	☒	1.1C. Identify, understand and apply: - Commonly used symbols and abbreviations - Common building and construction terms on drawings	☒	1.1D. Identify building site from location drawings.	☒	1.1E. Identify on the site plan: - True north - Building orientation - Key features in relation to building and other structures - Levels - Contours - Service entry points - Site features to be removed or retained	☒
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1.1F.	Identify key features of plans, elevations and sections.	☒	☒
1.1G.	Identify client requested variations to standard plans on drawings.	☒	☒
2 Interpret specifications			
1.2A.	Identify and correctly apply Provisional Sum (PS) and Prime Cost (PC) values.	☒	☒
1.2B.	Identify and confirm customer variations to standard specifications and communicate changes to organisational personnel.	☒	☒
1.2C.	Apply and communicate correct interpretations of essential elements to estimation, planning and supervisory tasks (including labour hours/costs and material quantities/costs).	☒	☒
1.2D.	Identify Building Codes or standards affecting the work to be undertaken (including references to Australian Standards and the National Construction Code).	☒	☒
1.2E.	Identify key features of products included in the specification, including the design, purpose, aesthetics and cost relationships.	☒	☒
3 Communicate with others			
1.3A.	Consult with industry professionals, clients, organisational personnel and appropriate local authorities.	☒	☒
1.3B.	Effectively communicate using the following methods: - Verbally using language/concepts appropriate to cultural differences - Non-verbal communication - Using technology (including telephone, facsimile, email)	☒	☒
The Participant's performance was: ☒ Satisfactory ☐ Not Satisfactory			

OBSERVER COMMENTS

Sophie and I have discussed and reviewed drawings on the project that we are currently working on. Sophie has a sound base knowledge of how to interpret drawings and specifications. Sophie has solid communication skills with multiple stakeholders as shown with her interactions at work. A task Sophie has recently completed was working with subcontractors and the certifier in obtaining Form 16's to which then granted the project its certificate of classification. Sophie was successful in this task and developed knowledge of Building Codes and Standards.