

CPCCBC4007A

PLAN BUILDING OR CONSTRUCTION WORK

ASSESSMENT SUMMARY

The assessment activities for *CPCCBC4007A Plan building or construction work* 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	Rik Chetcuti
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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.

CPCBC4007A

PLAN BUILDING OR CONSTRUCTION WORK

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 Rik Chetcuti

Participant signature 

Date 27/03/2021

Assessor name _____

Assessor signature _____

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

Number of questions	Number of questions answered correctly	Task outcome (Tick)	
		Satisfactory	Not Yet Satisfactory
45		☐	☐

ASSESSOR COMMENTS

Q1. Name one (1) document you might read alongside the contract to identify the following aspects:

- Material requirements
- Plant requirements
- On-site labour requirements
- Any unusual aspects of construction

Answer You might read the site drawings (Plans or Full Work and Drawings) alongside the above as required.

☐

Q2. Name the Act and identify the section that outlines the maximum deposit amounts that may be accepted by a builder before services are provided. Identify the maximum deposit amounts and the penalties for breaching such requirements.

Answer

Section of Act	Requirements and penalties
Division 2 – Payments relating to contracts. 33 – Deposits	1) The building contractor under a regulated contract must not, before starting to provide the contracted services at the building site, demand or receive a deposit under the contract of more than— (a) for a level 1 regulated contract (other than a contract mentioned in paragraph (c))—10% of the contract price; or (b) for a level 2 regulated contract (other than a contract mentioned in paragraph (c))—5% of the contract price; or (c) for a level 1 or 2 regulated contract under which the value of the off-site work is more than 50% of the contract price—20% of the contract price. Maximum penalty—100 penalty units.

☐

Q3. Identify three (3) subcontractors you may engage for a job and the type of work they may undertake.

Answer

Subcontractor	Work
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☐

Electrician	Arranges electricity to be connected; places wiring for lighting and power cables; Fixes switches, installs power points, wires electrical systems.
Plumbing	Organises water supply; installs pipes and drains; installs roof and guttering; fits taps, hot water systems and toilets; ensures that downpipes are fitted and the sewer is connected.
Carpenter	Installs flooring, wall frames, roof trusses, windows, external doors and frames, decking and steps; attends to joinery and mouldings.

Q4. Which of the following methods may be used to find subcontractors for a project? Tick all that apply.

Answer

Choice	Possible Answers
☒	Advertising
☒	Networking
☒	Online searches
☒	Tenders
☒	Word of mouth

☐

Q5. Explain the importance of determining subcontractor or plant availability for a job.

Answer

It is important to determine a subcontractor or plant availability for a job via word or mouth (Phone call) to ensure the contract remains on time (within contract requirements) so the builder can continue to receive progress payments. It is important builders create and maintain a strong and sufficient working relationship with a number of subcontractors to ensure the previous statement continues to happen.

☐

Q6. Identify two (2) methods you might use to find a supplier for materials.

Answer Two methods a builder might use to find suppliers for materials are, Place an advertisement in newspapers or social media (Major or local) and/or Use 'word of mouth' processes. Note it is important to speak to your trades/subcontracts and take their advance on suppliers for materials.

☐

Q7. Name two (2) factors that may impact on the availability of materials.

Answer Two factors that may impact on the availability of materials are natural disasters, for example large bush fires could affect timber supply. Another factor that can impact the availability of materials is supply and demand, for example when the demand exceeds the supply availability shortages can occur or inflated prices can also occur, they typically go hand in hand.

☐

Q8. Australian Standards must be considered when selecting materials. Identify the Australian Standard (referenced in the National Construction Code) which relates to the requirements for interior lighting.

Answer National Construction Code Volume One Section J Energy efficiency Part J6 Artificial lighting and power.

☐

Q9. Identify two (2) types of plant that may be used for a building project and identify the type of work they may be used for.

Answer	Plant	Work
	Concreting plant (Pump)	A concrete pump is a machine used for transferring liquid concrete by pumping. There are two types of concrete pumps. The first type of concrete pump is attached to a truck or longer units are on semi-trailers.
	Cranes	A crane is a type of machine, generally equipped with a hoist rope, wire ropes or chains, and sheaves, that can be used both to lift and lower materials and to move them horizontally.

☐

Q10. Identify two (2) types of equipment that may be used for a building project and identify the type of work they may be used for.

Answer	Equipment	Work
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☐

Construction Skip (Bin)	A skip is a large open-topped waste container designed for loading onto a special type of lorry.
Ladders	Assist trade persons to get to the required height to complete work.

Q11. Identify two (2) of the records you should keep when hiring plant and/or equipment.

Answer Two records you should keep when hiring plant and/or equipment is a test and tag records and maintenance record.

☐

Q12. Name five (5) temporary services that need to be organised for a building site.

Answer Five temporary services that need to be organised for a building site can be, Site Toilet, Site Security Fencing, Temporary Power Pole, Generator (If power is not available or not connected) and a source of water (If water is not available or not connected).

☐

Q13. True or False (Tick your response): Site accommodation should be provided where construction work occurs in a remote area.

Answer

☒	True
☐	False

☐

Q14. What is required of a builder before any person is allowed on a building site? Tick all that apply.

Answer

Choice	Possible Answers
☒	To check the person has a Construction Induction Card

☐

☒	To check the person has the approval of the local council
☒	To check the person is wearing appropriate signage
☒	To keep a record of all inductions and all personnel on the site

Q15. Who issues a construction induction card? Tick your response.

Answer

Choice	Possible Answers
☐	Australian Parliament upon fee payment
☐	Each site at the conclusion of a site induction
☒	Registered Training Organisations at the conclusion of training

☐

Q16. Identify one (1) action you might take to facilitate site access for machinery.

Answer One action you might take to facilitate site for machinery is provide traffic control if limited space is available to ensure safe deliveries and pick ups.

☐

Q17. Identify the Volume and Sections of the NCC that relate to access to buildings for Classes 1 and 10, and Classes 2 to 9.

Answer	Classes 1 and 10	Classes 2 to 9
	National Construction Code NCC 2019 NCC 2019 Volume Two South AustraliaSouth Australia additions	National Construction Code NCC 2019 NCC 2019 Volume One Section D Access and egressPart D3 Access for people with a disability

☐

Q18. You should contact your local council to be approved for out of hours construction. Identify the required documentation for an application and the timeframe for approval.

Answer Builders, Developers, Trades and Operates can apply for a Compliance assessment application for an our of hours construction approval. A minimum of 10 working days is required for Council to assess an application. This applies once all documentation is received and providing no further information or changes are required.

☐

Q19. In addition to the permit from Q18. identify two (2) other permits you may need to obtain to undertake a building project.

Briefly describe the documents required for approval and who these should be submitted to for approval.

Answer	Permit	Documentation and approval body
	Asbestos Removal License	Safe Work Australia

☐

Building Development approval (Or building permit)	Local Government or Building Certifier (QLD)
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Q20. True or False (Tick your response): Project commencement date is always at the date the contract is signed.

Answer

☐	True
☒	False

☐

Q21. What document should be developed when purchasing supplies or construction materials?

Answer

A Bill of Quantities should be developed when purchasing supplies or construction materials as it allows to keep track of all materials and work completed/provided on a construction website.

☐

Q22. True or False (Tick your response): Every delivery should be physically checked against the delivery sheet.

Answer

☒	True
☐	False

☐

Q23. Who should be contacted if items are missing from a delivery?

Answer

The supplier should be contacted directly if items are missing from a delivery.

☐

Q24. Name the Act and identify the section that outlines the requirement to implement hazard and risk management on site. Briefly describe the requirements.

Answer

Section of Act	Requirements
Work Health and Safety Act 2011 – Schedule 3 – Regulation-making powers – 5 Hazards and Risk	What is reasonably practicable in ensuring health and safety In this Act, reasonably practicable, in relation to a duty to ensure health and safety, means that which is, or was at a particular time, reasonably able to be done in relation to ensuring health and safety, taking into account and weighing up all relevant matters including:

☐

	(a) the likelihood of the hazard or the risk concerned occurring; and (b) the degree of harm that might result from the hazard or the risk; and (c) what the person concerned knows, or ought reasonably to know, about: (i) the hazard or the risk; and (ii) ways of eliminating or minimising the risk; and (d) the availability and suitability of ways to eliminate or minimise the risk; and (e) after assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.
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Q25. Identify one (1) regulation that an organisation's WHS policies and procedures must comply with.

Answer One regulation that an organisations WHS policies and procedures must comply with Work Health and Safety Act 2011.

☐

Q26. What document should be followed when disposing of hazardous materials?

Answer The Environmental Protection Regulation 2019 (Qld) should be followed when disposing of hazardous materials.

☐

Q27. An asbestos removal control plan is required when more than ____m² of asbestos containing material is to be removed.

Answer Asbestos removal control plan is required when more than 10m² of asbestos containing material is to be removed.

☐

Q28. True or False (Tick your response): A site assessment should be undertaken if contamination is known or likely to be present from the removal of existing services.

Answer

☒	True
☐	False

☐

Q29. True or False (Tick your response): Multiple projects can be planned using a single Gantt Chart.

Answer

☒	True
☐	False

☐

Q30. What are the advantages of hiring subcontractors to work across multiple nearby projects? Explain with an example.

Answer

You should try to minimise skilled labour from moving off-site when there is work to be done on nearby constructions. This can save a great deal of time. If sub-contractors move to another location it can be difficult to ensure their return for the next stage of the project.

☐

Q31. Provide one (1) example to explain why construction operations must be sequenced.

Answer Construction operations must be sequenced as there is a process to how a project must be constructed. For example you can't put the roof on without a frame and it also allows trades to move from one job to another. Typically but not always new jobs go to site in the same order they were won or sold, so again it's just one big process that in theory has an order to it (although this is easier said than done sometimes).

☐

Q32. Which of the following should be considered as part of task sequencing? Tick all that apply.

Answer

Choice	Possible Answers
☒	Holidays
☒	Labour availability
☒	Plant availability

☐

Q33. Order the following construction operations from 1 to 6 to form the most efficient sequence.

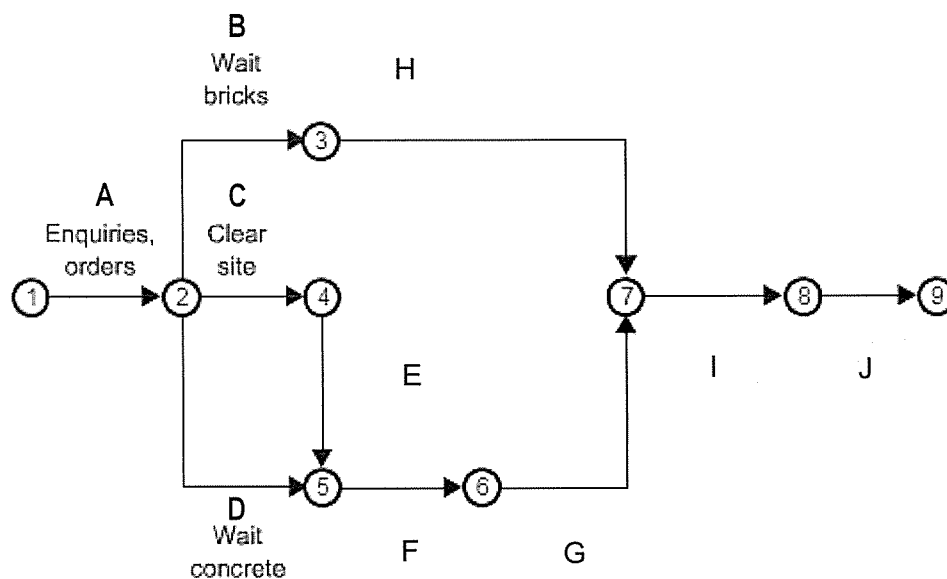
Answer

Step Number	Steps
2	Excavation of footings
4	Floor frame
6	Installing brick base
5	Roof trusses
1	Set out
3	Wall frames

☐

Q34. Refer to the table below to complete the chart shown. Label the blank boxes with the appropriate Task ID letters.

Task ID	Task	Preceding event	Nodes
A	Make enquiries and order all materials required	Start	1
B	Wait for bricks, sand and cement to arrive	A	2
C	Clear vegetation from the site	A	2
D	Order concrete to be delivered	A	2
E	Dig the trench	C	4
F	Pour the footings	E	5
G	Footings curing time	F	6
H	Load the bricks on the site	B	3
I	Mix the mortar and lay the bricks	H	7
J	Clean rubbish from the area	I	8
	Finish	J	9



Answer

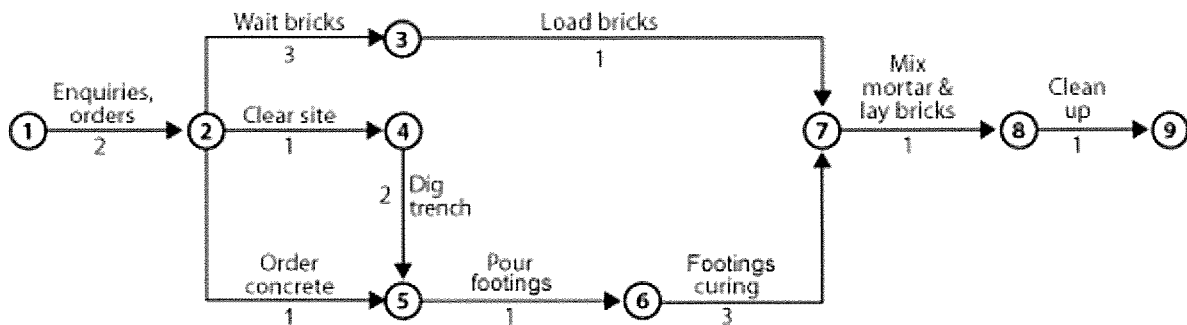


Q35. Name one (1) computer-based software package that may be used to prepare a project schedule.

Answer Computer-based software package that may be used to prepare a project schedule are Grantt Chart on Excel or a PERT program Evaluation and Review Technique using Microsoft project.



Refer to the chart below to respond to Q36. to Q40. This chart shows the task sequence for building a brick fence.



Q36. What is the total time for the process if the top path is taken?
Tick your response.

Choice	Possible Answers	
☒	8 days	☐
☐	9 days	
☐	11 days	

Q37. What is the total time for the process if the path through nodes 2, 4 and 5 is taken? Tick your response.

Choice	Possible Answers	
☒	8 days	☐
☐	9 days	
☐	11 days	

Q38. What is the total time for the process if the path through nodes 2, 5 and 6 is taken? Tick your response.

Choice	Possible Answers	
☐	8 days	☐
☒	9 days	
☐	11 days	

Q39. Describe the critical path.

Answer ☐

The 'critical path' – the longest sequence of activities in a project (which determines the shortest possible completion time if all events are to be completed)

Depending on the path you take will depend on how much float is in the job

Delays in your critical path can cause an increase in time and money '

Q40. True or False (Tick your response): Even if the brick delivery in the top path was late by two (2) days, it is possible that the job will still run on schedule.

Answer ☐

☒	True
☐	False

Q41. Identify three (3) factors that may impact on the critical path of a project and cause it to need revision.

Answer ☐

Three factors that may impact on the critical path of a project and cause it to need revision are weather, material and trade personal availability and the site supervisor ability to do their job.

Q42. Which major point(s) should you note when carrying out an inspection of neighbouring properties? Tick all that apply.

Answer ☐

Choice	Possible Answers
☐	If the neighbours drive the right kind of car for that neighbourhood
☒	Structure and condition of any boundary fences
☒	Type and condition of all structures on the boundary
☐	Whether the houses are of Victorian heritage

Q43. Why should you take photographs of site boundaries with neighbouring properties?

Answer ☐

It is important to photograph site boundaries with neighbouring properties to have proof of the condition of the above before work is commenced onsite. So, if damage occurs it will allow you or assist you in determining when the damage occurred which will in turn help you determine who cause the damage.

Q44. When should a condition report be given to owners of adjacent buildings? Tick your response.

Answer

Choice	Possible Answers
☒	Before construction commences
☐	During construction
☒	After construction completes

☐

Q45. When might a neighbouring property owner be required to refer to a condition report?

Answer

A neighbouring property owner may be required to refer to a condition report if or when damage is caused to their property, that damage could be caused by either you as a builder building next door or potentially themselves.

☐

CPCCBC4007A PLAN BUILDING OR CONSTRUCTION WORK

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 Rik Chetcuti

Participant signature 

Date 27/03/2021

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

CPCBC4007A

PLAN BUILDING OR CONSTRUCTION WORK

Practical Task 1 (2X)

Description of task:

On two (2) occasions, a suitable observer is to verify the participant's ability to plan on-site activities, including the employment of physical and human resources and the development of documentation and advice for relevant authorities:

- Occasion 1: Residential projects
- Occasion 2: Commercial projects

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:

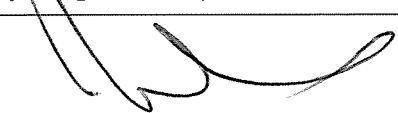
- A construction program/schedule for a project showing:
 - The sequencing of the trades, etc.
 - Working and non-working days, etc.
- Local authority construction commencement notices
- Pre-construction site inspection reports or dilapidation reports
- WHS policy

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:

Computer (ideally with project scheduling software), Building Contract, Organisational policies, Telephone, Facsimile.

Assessment of task

Name of participant:	Rik Chetcuti		
Name of observer:	Josh Casey		
Role of observer (Confirm suitability to sign)	Estimating Manager		
Email address of observer	josh@homesbycma.com.au		
Signature of observer:			
Date:	27/03/2021		
When completing the task, did the participant:	Tick if satisfactorily completed. Provide comments if left unticked.		
	1 st Occasion	2 nd Occasion	
1 Appraise contract documentation			
1.1A. Review contract documentation, codes, standards and regulations to identify any unusual aspects of construction, use of materials or penalties.	☒	☒	
1.1B. Determine availability of selected subcontractors to suit the job requirements.	☒	☒	
1.1C. Assess availability of materials and confirm with suppliers.	☒	☒	
1.1D. Identify site access requirements and limitations, taking action to facilitate entry.	☒	☒	
1.1E. Prepare documentation for authorities controlling construction work and determine project commencement date.	☒	☒	

1.1F. Implement procedures for controlling and recording site deliveries.	☒	☒
2 Construction operation strategies		
1.2A. Identify organisational strategies for implementing construction.	☒	☒
1.2B. Implement procedures for recording the hire of plant and equipment.	☒	☒
1.2C. Implement organisational WHS policies and procedures, including hazard and risk management.	☒	☒
1.2D. Implement procedures for the removal of existing services and hazardous materials, in accordance with Environmental Protection Agency requirements.	☒	☒
1.2E. Follow procedures for the control of multiple projects.	☒	☒
3 Project schedule		
1.3A. Sequence construction operations.	☒	☒
1.3B. Enter operation details into a manually prepared project schedule or computer-based software package.	☒	☒
1.3C. Define critical path of the project, revising as required.	☒	☒
1.3D. Adjust project timeframes to account for anticipated delays.	☒	☒
4 Required resources		
1.4A. Determine and document temporary services and site accommodation requirements.	☒	☒
1.4B. Determine and document plant requirements and availability, with reference to contract documentation.	☒	☒
1.4C. Determine and document on-site labour requirements, with reference to contract documentation.	☒	☒
5 Condition reports		
1.5A. Complete reports on the condition of existing buildings and structures on adjacent site boundaries.	☒	☒
1.5B. Forward copies of condition reports to the owners of adjacent buildings prior to commencing construction.	☒	☒
1.5C. Effectively communicate using the following methods: • Telephone, facsimile, email and in writing • Language/concepts appropriate to cultural differences • Non-verbal communication	☒	☒
The Participant's performance was: ☒ Satisfactory ☐ Not Satisfactory		

