

CPCCBC4007A

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

ARON Burr

Participant signature

[Signature]

Date

Click here to enter a date.

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 Material Specification



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
Domestic building contract Act 2000	5% if the contract price is equal to or more than the set amount 5% of contract price If contract is less than the set amount 10% of the contract price.



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

Answer

Subcontractor	Work
Excavation	Prepares the site for building
Plumbing	Organises water supply, installs pipes, drains , roof guttereing
Electrician	Arranges electricity to be connected, places wiring for lights etc., installs power points



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	Ensuring that the subcontractors are available to be on site , when it is programmed to keep workflow in order so that the timetable keeps inline	☒
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Q6. Identify two (2) methods you might use to find a supplier for materials.

Answer	Use trades staff companies, to make sure you are employing people that know the industry. Use workers known to the builder	☒
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Q7. Name two (2) factors that may impact on the availability of materials.

Answer	Poor project management not ordering quick enough for next stage Material delivery, not receiving exactly what has been ordered	☒
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- 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 AS/NZS 1680.1:2006



- 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
Excavator	Prepares building ground ready for building slab
Crane	To install roofing



- 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
Forklift	Loading and unloading of material onsite
Excavator	Excavation works preparing and finalising site work



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

Answer Invoice,
Receipts associated with the hire of plant to ensure you get deposit back
Plant inspection report



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

Answer

Toilet
Area to eat/meet
Drinking water
Electricity
Temporary fencing



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 Enable access for machinery, and keep barriers around work area for additional protection of footpaths against, water, mud and soil ☒

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	☐

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 A works compliance assessment form must be submitted with a minimum of 10 working days notice for council to assess the application. ☒

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	☒
	Building Approvall	Building Certificate – QBCC BULIDING APPLICATION	
	Development Approval	Regulatory approval must be obtained prior to commencing a development DA FORM	

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



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



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



Q25. Identify one (1) regulation that an organisation's WHS policies and procedures must comply with.

Answer



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

Answer Asbestos removal control plan



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

Answer 10



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 Saves a lot of time having subcontractors going from one site to the next, if they go to another job in between you have to wait until they return to time

Concreters can lay house pads one after other, if they go to the another jobsite, the chart you have organised can get out of order and will effect timing of works.



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

Answer To keep the flow on effect work must be sequenced i.e. plastering must be done before the electrician comes to install power points, and the electrician must be finished before the internal painting happens so that everything can be painted perfectly together. ☒

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	

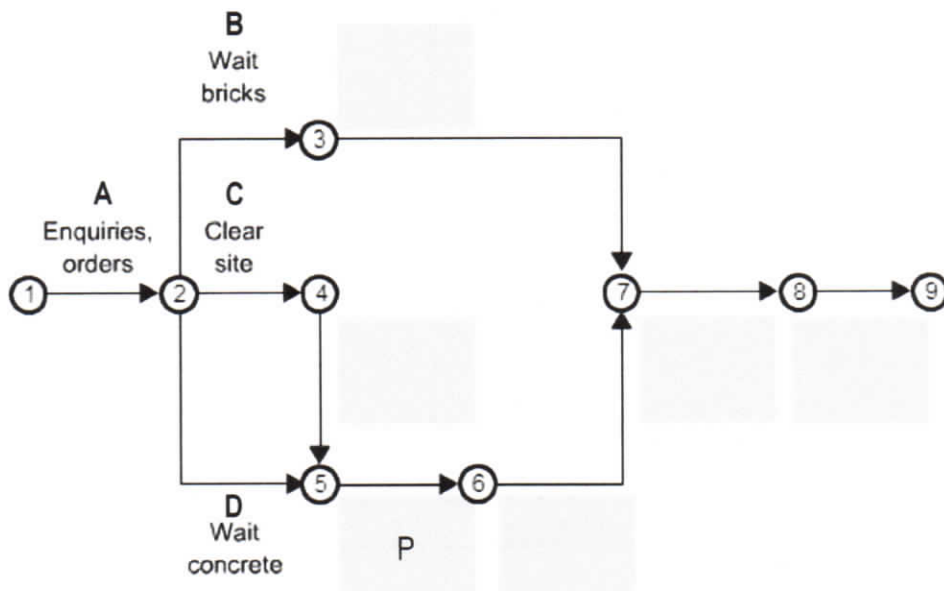
Q33. Order the following construction operations from 1 to 6 to form the most efficient sequence.

Answer

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

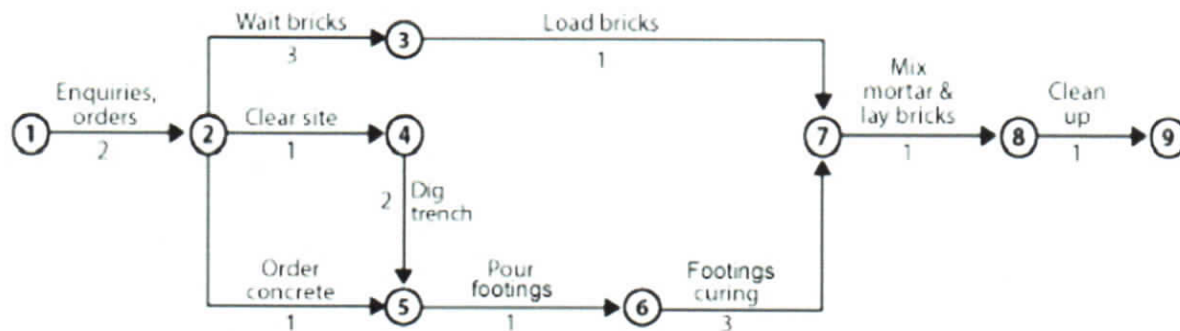


Q35. Name one (1) computer-based software package that may be used to prepare a project schedule.

Answer 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

Enquiries, orders
Clear site
Dig trench
Pour footing
Cure footings
Mix mortar and lay bricks
Clean up



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

Delays in supply
Weather issues
Labour let down



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 To support your report and if a dispute was to occur you have proof



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 When they can identify if any damage has occurred during construction work



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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:	Aaron Birt		
Name of observer:	Karen McNamara		
Role of observer (Confirm suitability to sign)	Contract Administration		
Email address of observer	vabrisbane@outlook.com		
Signature of observer:			
Date:	Click here to enter a date.		
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			

OBSERVER COMMENTS

Aaron understands everything including
Rules, Regulations and Requirements