

Proposed Course title

22617VIC Course in Civil Construction Pathway

**Version 1
21 February 2023**

**This course has been accredited under Part 4.4 of the
*Education and Training Reform Act 2006.***

Accredited for the period: 16 April 2023 to 15 April 2028

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Section A – Copyright and course classification information

1. Copyright owner of the course	Copyright of this material is held by the Department Jobs, Skills, Industry and Regions, Victoria. © State of Victoria (Department of Jobs, Skills, Industry and Regions) 2023
2. Address	<p>Deputy CEO Victorian Skills Authority Department of Jobs, Skills, Industries and Regions (DJSIR) GPO Box 4509 MELBOURNE VIC 3001</p> <p>Organisational Contact:</p> <p>Manager, Training and Learning Products Unit Engagement Branch Victorian Skills Authority Department of Jobs, Skills, Industries and Regions (DJSIR) Email: course.enquiry@djsir.vic.gov.au</p> <p>Day-to-day contact: Curriculum Maintenance Manager – Building Industries Holmesglen Institute PO Box 42 Holmesglen Victoria 3148 Ph:(03) 9564 1987 Email: teresa.signorello@holmesglen.edu.au</p>
3. Type of submission	Re-accreditation of 22468VIC Course in Civil Construction Pathways
4. Copyright acknowledgement	<p>The following units of competency:</p> <ul style="list-style-type: none"> • RIIBEF201E Plan and organise work • RIICCM201E Carry out measurements and calculations • RIICCM203E Read and interpret plans and job specifications • RIICOM201E Communicate in the workplace • RIIMPO317F Conduct roller operations • RIIMPO320F Conduct civil construction excavator operations • RIIRTM203E Work as a safety observer/spotter • RIISAM204E Operate small plant and equipment • RIIWHS201E Work safely and follow WHS policies and procedures <p>have been imported from the RII Resources and Infrastructure Industry Training Package administered by the Commonwealth of Australia. © Commonwealth of Australia</p> <p>The following unit of competency:</p> <ul style="list-style-type: none"> • CPCWHS1001 Prepare to work safely in the construction industry <p>has been imported from the CPC Construction Plumbing and Services Training Package administered by the Commonwealth of Australia. © Commonwealth of Australia</p>



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5. Licensing and franchise	<p>Copyright of this material is reserved to the Crown in the right of the State of Victoria. © State of Victoria (Department of Jobs, Skills, Industry and Regions) 2023.</p> <p>This work is licensed under a Creative Commons Attribution-No Derivatives 4.0 International licence (see Creative Commons for more information).</p> <p>You are free to re-use the work under the licence, on the condition that you credit the State of Victoria (Department of Jobs, Skills, Industry and Regions), provide a link to the licence, indicate if changes were made, and comply with all other licence terms. You must not distribute modified material.</p> <p>Requests for other use should be addressed to:</p> <p>Executive Director Higher Education and Workforce Division Higher Education and Skills Department of Jobs, Skills, Industry and Regions. (DJSIR) GPO Box 4367 MELBOURNE Vic 3001</p> <p>Email: course.enquiry@education.vic.gov.au</p> <p>Copies of this publication can be downloaded free of charge from the DET website.</p>
6. Course accrediting body	Victorian Registration and Qualifications Authority
7. AVETMISS information	<p>ANZSCO code <u>Australian and New Zealand Standard Classification of Occupations</u> 721211 Earthmoving Plant Operator (General)</p> <p>ASCED Code <u>Field of Education</u> 1205 Employment Skills Programmes</p> <p>National course code 22617VIC</p>
8. Period of accreditation	16 April 2023 to 15 April 2028



Section B – Course information

1. Nomenclature	Standard 4.1 and 5.8 AQTF 2021 Standards for Accredited Courses
1.1 Name of the qualification	Course in Civil Construction Pathway
1.2 Nominal duration of the course	130 - 310 nominal hours.
2. Vocational or educational outcomes	Standard 5.1 AQTF 2021 Standards for Accredited Courses
2.1 Outcome(s) of the course	<p>The Course in Civil Construction Pathway is designed to provide graduates with skills and knowledge to undertake entry level roles related to the building and maintenance of civil infrastructure assets. Specific job roles include:</p> <ul style="list-style-type: none"> • Civil construction labourer • Roller operator • Excavator operator <p>Skills to be attained include:</p> <ul style="list-style-type: none"> • work safely and follow safety procedures • read and interpret work related documentation • communicate effectively as part of a team • make basic workplace calculations • manage self as a worker • situational awareness and safety around heavy mobile plant and depth excavations • use and maintain small tools and plant / equipment safely • conduct end of shift / shut down mobile plant safely and secure the worksite <p>Knowledge to be attained includes:</p> <ul style="list-style-type: none"> • workplace safety • workplace expectations of employers • small tool and equipment maintenance • key plant and equipment operation • communication procedures / protocols work processes • mathematical formula for estimations and calculations.
2.2 Course description	<p>This course aims to support the civil construction industry in ensuring there are appropriately trained individuals to fill entry level roles related to labouring and plant / equipment operation. The course covers the application of workplace procedures and processes related to work planning, communication, safety and small tool / plant / equipment use and maintenance.</p>
3. Development of the course	Standards 4.1, 5.1, 5.2, 5.3 and 5.4 AQTF 2021 Standards for Accredited Courses



3.1 Industry, education, legislative, enterprise or community needs

Industry need

Supervised entry level workers are needed in the civil construction industry to resource State and Federal government investment in major infrastructure projects. These projects began approximately five years ago, with The Victorian Infrastructure Plan (released in 2017, refer 'Catalyst projects', p.10¹), along with major civil construction project announcements within the Federal Budget 2017/2018. The major driver for this investment was a population surge underpinned by migration, which placed an unprecedented burden on existing infrastructure and highlighted the need for new and improved infrastructure development. The emergence of the COVID pandemic and border closures² effectively interrupted migration to Australia, however demand for labour resources for the civil construction industry remains due to:

- the large number of infrastructure projects in progress that require completion³
- continued future investment in the sector for civil infrastructure projects⁴
- heightened activity in allied sectors (building and construction) that compete for labour resources
- an anticipated uptick in economic activity (including migration) in the post COVID recovery.

Target group / cohort

The target group for this course is:

- unskilled youth seeking employment
- new entrants to the civil construction industry (unskilled)
- experienced labourers seeking to extend their skill base and gain skill recognition
- experienced workers wanting to re-skill in the areas of roller, excavator, small plant and equipment operations and safety spotting.

Course demand

While this pathway course was accredited mid 2018, the course was only released by the copyright owner in the last two years, at the inception of the pandemic. At the time of document development four (4) Registered Training Organisations (RTO's) have added the course to their scope for delivery according to training.gov.au (TGA). Enrolment data supplied by the Department of Education, Victoria reveals one (1) RTO has processed seventeen (17) enrolments. Further uptake is expected to follow as market demand for entry level civil infrastructure workers increases in the post COVID recovery. This work force will service investment in infrastructure development by private and public sectors into the near future.

Course consultation and validation process

A number of activities were undertaken by course developers to support drafting of course content for Project Steering Committee (PSC) consultation and validation purposes, these include:

- desktop review of relevant reports and publications
- project steering committee (PSC) meetings

¹ <https://www.vic.gov.au/sites/default/files/2018-12/Victorian%20Infrastructure%20Plan.pdf>

² <https://www.abs.gov.au/media-centre/media-releases/australias-population-growth-close-zero>

³ Infrastructure Victoria, Aug 2021, Victoria's Infrastructure Strategy 2021-2051 (Vol.1), p.4

⁴ Infrastructure Victoria, Aug 2021, Victoria's Infrastructure Strategy 2021-2051 (Vol.1), p.6



- analysis of training product data base.

Project steering committee

Project steering committee (PSC) members represented the major stakeholders invested in the course and included the following:

Brady Naphthine (Chair) – Supervisor Civil Constructuion – Delcon Civil Group

Tim Patterson – Construction Manager (Regional) – BILD Group and Lyons Construction

Joe Napoli – Program Lead, Training– Civil Construction Federation Australia

Gary Giles – Head of Department – Victorian Tunnelling Centre Holmesglen Institute

Steven Deer – Manager Education and Training – Construction, Forestry, Maritime, Mining, Energy Union (CFMMEU)

Andrew Keady – Logic Campus Manager – Wodonga TAFE

In attendance:

Teresa Signorello - CMM Building Industries – Holmesglen Institute

Susan Fechner - Senior Project Officer – Holmesglen Institute

This course:

- does not duplicate, by title or coverage, the outcomes of an endorsed training package qualification
- is not a subset of a single training package qualification that could be recognised through one or more statements of attainment or a skill set
- does not include units of competency additional to those in a training package qualification that could be recognised through statements of attainment in addition to the qualification
- does not comprise units that duplicate units of competency of a training package qualification.

3.2 Review for re-accreditation

A mid cycle review of the 22468VIC Course in Civil Construction Pathway was not undertaken as the course was managed by the Office of the Victorian Skills Commissioner until 2021. Four (4) registered training organisations have the course on scope as at July 2022, three (3) of those added within the last year. Enrolments are expected to rise as a result. The 22617VIC Course in Civil Construction Pathway supersedes and is not equivalent to 22468VIC Course in Civil Construction Pathway. Table One maps the units from the previous course with the units from the current course.

Table One: Units mapped from previous with current course

22617VIC Course in Civil Construction Pathway	22468VIC Course in Civil Construction Pathway	Unit Relationship
CPCWHS1001 Prepare to work safely in the construction industry	CPCCWHS1001 Prepare to work safely in the construction industry	Equivalent
RIIBEF201E Plan and organise work	RIIBEF201D Plan and organise work	Equivalent
RIICOM201E Communicate in the workplace	RIICOM201D Communicate in the workplace	Equivalent





	RIICRC306D Conduct earthworks	Deleted
RIIWHS201E Work safely and follow WHS policies and procedures	RIIWHS201D Work safely and follow WHS policies and procedures	Equivalent
VU23410 Prepare to work in a civil construction environment	VU22449 Prepare to work in a civil construction environment	Not equivalent
RIIMPO317F Conduct roller operations	RIIMPO317E Conduct roller operations	Equivalent
	RIIMPO318E Conduct civil construction skid steer loader operations	Deleted
RIICCM201E Carry out measurements and calculations		Newly imported
RIICCM203E Read and interpret plans and job specifications		Newly imported
RIIMPO320F Conduct civil construction excavator operations		Newly imported
RIIRTM203E Work as a safety observer/spotter		Newly imported
RIISAM204E Operate small plant and equipment		Newly imported

4. Course outcomes	Standards 5.5, 5.6 and 5.7 AQTF 2021 Standards for Accredited Courses
4.1 Qualification level	This course meets an identified industry need but does not have the breadth, depth or volume of learning of an AQF qualification .
4.2 Foundation skills	Foundation skills applicable to the outcomes of this course are identified in the units of competency.
4.3 Recognition given to the course (if applicable)	N/A
4.4 Licensing/regulatory requirements (if applicable)	There are no licensing requirements for this course. Participants who visit a construction site will require a Construction Induction Card (CIC) issued by Work Safe Victoria, which can be achieved through the completion of the unit CPCWHS1001 Prepare to work safely in the construction industry. Further information is available at www.worksafe.vic.gov.au .





5. Course rules	Standards 5.8 and 5.9 AQTF 2021 Standards for Accredited Courses
5.1 Course structure	<p>To achieve the qualification 22617VIC Course in Civil Construction Pathway the learner must successfully complete a total of eight (8) units comprising:</p> <ul style="list-style-type: none"> seven (7) core units one (1) elective unit which may be selected from four (4) elective units listed below. <p>Where the full qualification is not completed, a VET Statement of Attainment will be issued for each unit successfully completed.</p>

Unit of competency code	Unit of competency title	Field of Education code (six-digit)	Pre-requisite	Nominal hours
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Core units

CPCWHS1001	Prepare to work safely in the construction industry	061301	Nil	6
RIIBEF201E	Plan and organise work	120505	Nil	20
RIICCM201E	Carry out measurements and calculations	010101	Nil	20
RIICOM201E	Communicate in the workplace	120505	Nil	20
RIISAM204E	Operate small plant and equipment	030717	Nil	20
RIIWHS201E	Work safely and follow WHS policies and procedures	061301	Nil	20
VU23410	Prepare to work in a civil construction environment	120505	Nil	4

Elective units

RIICCM203E	Read and interpret plans and job specifications	030901	Nil	40
RIIMPO317F	Conduct roller operations	030717	Nil	80
RIIMPO320F	Conduct civil construction excavator operations	030717	Nil	200
RIIRTM203E	Work as a safety observer/spotter	061301	Nil	20
Total nominal hours				130 - 310

Standard 5.11 AQTF 2021 Standards for Accredited Courses

5.2 Entry requirements	<p>There are no entry requirements for the 22617VIC Course in Civil Construction Pathway.</p> <p>Learners enrolling in the Course in Civil Construction Pathway are best equipped to successfully undertake the course if they have as a minimum, language, literacy and</p>
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numeracy skills that align to Level 2 of the Australian Core Skills Framework (ACSF). The ACSF can be accessed from <https://www.education.gov.au/download-acsf>.

Learners with language, literacy and numeracy skills at lower levels than those suggested may require additional support to successfully undertake the course.

6. Assessment

Standard 5.12 AQTF 2021 Standards for Accredited Courses

6.1 Assessment strategy

All assessment, including Recognition of Prior Learning (RPL), must be compliant with the requirements of:

- Standard 1 of the AQTF: Essential Conditions and Standards for Initial/Continuing Registration and Guidelines 4.1 and 4.2 of the VRQA Guidelines for VET Providers,

or

- the Standards for Registered Training Organisations 2015 (SRTOs),
- or
- the relevant standards and Guidelines for RTOs at the time of assessment.

These standards ensure that the assessment strategies meet the requirement of the course. The nature of work undertaken is hands on and practical and therefore the assessment strategies should reflect:

- holistic assessment approaches, where appropriate, to integrate the practical tasks of the units of competency comprising the course
- simulated and workplace assessment environments are appropriate assessment approaches for this course.

Where personal safety or environmental damage are limiting factors, assessment may occur in a simulated work environment provided it is realistic and sufficiently rigorous to cover all aspects of this sector's workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.

Methods of assessment that are consistent with the practical application of skills are recommended and may include:

- direct observation
- written and/or oral questioning to assess required knowledge
- simulated activities
- problem solving exercises.

Assessment strategies should be consistent with the requirements of each unit of competency and their associated assessment requirements.

The assessment conditions for the units of competency specifies the conditions under which evidence for assessment must be gathered.

Assessment strategies for the imported units from endorsed training packages should be consistent with the assessment requirements for the relevant training packages.





<p>6.2 Assessor competencies</p>	<p>Assessment must be undertaken by a person or persons in accordance with:</p> <ul style="list-style-type: none"> Standard 1.4 of the AQTF: Essential Conditions and Standards for Initial/Continuing Registration and Guidelines 3 of the VRQA Guidelines for VET Providers, <p>or</p> <ul style="list-style-type: none"> the Standards for Registered Training Organisations 2015 (SRTOs), <p>or</p> <ul style="list-style-type: none"> the relevant standards and Guidelines for RTOs at the time of assessment. <p>All assessment of units imported from Training Packages must reflect the requirements for assessors specified in the relevant training packages.</p>
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<p>7. Delivery</p>	<p>Standards 5.12, 5.13 and 5.14 AQTF 2021 Standards for Accredited Courses</p>
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<p>7.1 Delivery modes</p>	<p>There are no mandatory delivery modes for this course.</p> <p>Delivery strategies should reflect, as far as is possible, the varying learning needs, educational backgrounds and experiences of the individual learner and be culturally sensitive to any specific learner needs.</p> <p>The course aims to develop practical competencies within an industry setting. Practical demonstrations and opportunity for application are considered appropriate to provide the most suitable strategy to reflect the objectives of the course.</p> <p>Some areas of content may be common to more than one element or more than one unit, therefore integration may be appropriate. Delivery options, including grouping of learners and learning activities, should recognise the varying learning needs, educational backgrounds, preferred learning styles and constraints of the individual learner and the specific requirements of each unit.</p> <p>The units may be delivered singularly, or they may be integrated holistically. As the role involves practical skill development, the practical skill component of the course must be delivered in;</p> <ul style="list-style-type: none"> a workplace, OR a simulated workplace that accurately reflects workplace conditions. Practical exercises should take the form of realistic, holistic projects to provide the learner with a 'real work' experience. The knowledge components of the course may be delivered using face-to-face, online or blended modes.
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<p>7.2 Resources</p>	<p>Resources that are essential for the delivery of the course are detailed in the units of competency comprising the course. Refer to the Assessment Conditions of the individual units.</p> <p>Training must be undertaken by a person or persons in accordance with:</p> <ul style="list-style-type: none"> Standard 1.4 of the AQTF: Essential Conditions and Standards for Initial/Continuing Registration and Guideline 3 of the VRQA Guidelines for VET Providers, <p>OR</p> <ul style="list-style-type: none"> the Standards for Registered Training Organisations 2015 (SRTOs), <p>OR</p> <ul style="list-style-type: none"> the relevant standards and Guidelines for RTOs at the time of assessment. <p>The units of competency imported from training packages must reflect the requirements for resources / trainers specified in that training package.</p>
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<p>8. Pathways and articulation</p>	<p>Standard 5.10 AQTF 2021 Standards for Accredited Courses</p>
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There are no formal articulation arrangements in place.

Potential pathways for those who undertake this course include a range of qualifications from the RII Resources and Infrastructure Training Package, and the CPC Construction, Plumbing and Services Training Package.

Learners who achieve endorsed units of competency in this course can receive credit in qualifications from the RII Resources and Infrastructure Training Package, and the CPC Construction, Plumbing and Services Training Package.

9. Ongoing monitoring and evaluation

Standard 5.15 AQTF 2021 Standards for Accredited Courses

The Curriculum Maintenance Manager for Building Industries is responsible for the ongoing monitoring and evaluation of the 22617VIC Course in Civil Construction Pathway.

Formal course evaluations will be undertaken halfway through the accreditation period and will be based on learner and teacher evaluation surveys and industry stakeholder surveys/consultations.

The Victorian Registration and Qualifications Authority (VRQA) will be notified of any changes to the course.



Section C – Units of competency

- RIIBEF201E Plan and organise work
 - RIICCM201E Carry out measurements and calculations
 - RIICCM203E Read and interpret plans and job specifications
 - RIICOM201E Communicate in the workplace
 - RIIMPO317F Conduct roller operations
 - RIIMPO320F Conduct civil construction excavator operations
 - RIIRTM203E Work as a safety observer/spotter
 - RIISAM204E Operate small plant and equipment
 - RIIWHS201E Work safely and follow WHS policies and procedures
 - CPCWHS1001 Prepare to work safely in the construction industry
 - VU23410 Prepare to work in a civil construction environment
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Unit code	VU23410
Unit title	Prepare to work in a civil construction environment
Application	<p>This unit describes the performance outcomes, skills and knowledge required to prepare to work in an civil construction environment.</p> <p>It includes the ability to review aspects of the civil construction industry, explore work roles and identify pathways into the civil construction industry.</p> <p>The work context relates to major infrastructure projects such as road and rail transport, that requires working with and around heavy machinery. It may also apply to projects related to airports, ports, bridges, drainage, pipe lines and utilities.</p> <p>The unit applies to those wanting introductory training in the civil construction environment to gain access to worksites as entry level workers.</p> <p>No occupational licensing, legislative or certification requirements apply to this unit at the time of publication.</p>
Pre-requisite Unit(s)	N/A
Competency Field	N/A
Unit Sector	N/A

Element		Performance Criteria	
Elements describe the essential outcomes of a unit of competency.		Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the assessment requirements.	
1	Review aspects of the civil construction industry	1.1	Compare differences between the civil construction industry and the building industry
		1.2	Identify relevant occupational health and safety (OHS) / work health and safety (WHS) regulations, environmental procedures, legislative and regulatory requirements in relation to civil construction projects
		1.3	Identify common types of machinery, tools, equipment and materials used in civil construction projects
2	Explore work roles within the civil construction industry	2.1	Source information on the range of roles and associated scope of responsibilities of workers in the civil construction industry
		2.2	Identify high-risk work that requires a licence within the civil construction industry
		2.3	Investigate entry level positions within the civil construction industry
3	Identify pathways into the civil construction industry	3.1	Locate information on training pathways available to build career capacity
		3.2	Locate and use resources to identify employment opportunities in the civil construction industry



Range of Conditions

N/A

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed below. Foundation skills essential to performance and not explicit in the performance criteria must be assessed.

Skill	Description
Reading skills to:	interpret industry information
Learning skills to:	identify relevant information sources
Digital literacy skills to:	use internet to search for civil construction industry information

Unit Mapping Information

Code and Title Current Version	Code and Title Previous Version	Comments
VU23410 Prepare to work in a civil construction environment	VU22449 Prepare to work in a civil construction environment	Unit not equivalent



Assessment Requirements Template

TITLE

Assessment Requirements for VU23410 Prepare to work in a civil construction environment

PERFORMANCE EVIDENCE

There must be evidence the learner has completed the tasks outlined in the elements and performance criteria and foundation skills of this unit including the ability to document work pathways to employment based on information sourced on the key aspects and roles in the civil construction industry.

KNOWLEDGE EVIDENCE

The learner must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the work role. This includes knowledge of:

- relevant civil construction industry terminology and its meaning for allocated tasks related to:
 - commonly used equipment (such as levelling equipment) and when / where it is used
 - frequently used materials and when / where they are used
- civil construction:
 - types of small tools, plant and equipment and their application
 - occupations and associated roles including:
 - bituminous or concrete surfacer
 - bridge constructor
 - cable hauler
 - civil constructor
 - civil plant operator
 - civil road constructor
 - concreter
 - confined space sentry
 - estimator
 - excavator operator
 - form worker
 - foreman / supervisor
 - grader operator
 - labourer
 - line marker
 - marine bridge constructor
 - pipe and cable locator
 - pipe layer
 - plant and machinery operator
 - roller operator
 - safety compliance officer
 - skid steer loader operator
 - spotter
 - traffic controller
 - truck operator
 - tunnel constructor
 - water cart operator
 - scope of work as per work plan / schedule
 - content of work plan / schedule including:
 - activities
 - directions



- instructions
- processes
- Safe Work Method Statements (SWMS)
- Safety Data Sheet (SDS)
- tasks
- tool box meetings
- roles of different workers in a work plan / schedule in relation to a civil construction project
- distinguishing features of civil and building and construction work
- range of opportunities to work in the industry
- work that requires a high-risk work license
- Occupational Health and Safety (OHS) / Work Health and Safety (WHS) regulations relevant to civil construction work
- civil construction industry manual labour tasks, type and function
- expectations of entry level positions including:
 - the importance of being punctual and ready for work
 - basic teamwork principles
 - basic communication principles
 - reason for following organisational / employer policies and procedures
 - reasons for following directions from others when complying with a work plan/schedule
 - reasons for listening attentively and responding appropriately to others in communication exchanges
 - reasons for using personal protective equipment (PPE) appropriately
- environmental procedures related to civil construction work including:
 - containing and controlling erosion and sediment
 - controlling and stabilising drainage
 - controlling dust
 - maintaining clean roads
 - managing:
 - air control, noise and vibration
 - fire
 - topsoil
 - contaminated material, litter and waste
 - weeds
 - minimising waste
 - monitoring quality of:
 - air
 - water
 - protecting:
 - cultural heritage
 - floodplains, stormwater systems, waterways
 - flora and fauna
 - infrastructure
 - storing chemicals and fuel.

ASSESSMENT CONDITIONS

Learners must have access to:

- information resources on the civil construction industry
- relevant safety and environmental legislation and regulations
- the internet
- computer hardware / software.

Assessor requirements



Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

No specialist vocational competency requirements for assessors apply to this unit.

