**Victorian Purchasing Guide**

**for**

**CPC Construction Plumbing and Services**

**Training Package**

**Release 3**

**May 2017**



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**Victorian Purchasing Guide - Version History**

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| **Training Package Version** | **Date VPG Released** | **Comments** |
| CPC Construction, Plumbing and Services Training Package **Release 3**. | 18 May 2017 | This Victorian Purchasing guide reflects endorsement for the following units from **Release 3**:  Two revised non-equivalent units of competency   * CPCCPB3014 Install bulk insulation and pliable membrane products * CPCCPB3027 Install ceiling insulation products   Endorsement for the following unit from **Release 2.1**  One revised equivalent unit of competency   * CPCCWHS1001 Prepare to work safely in the construction industry, superseding CPCCOHS1001A Work safely in the construction industry.   Please note qualifications containing these units can be found in the CPC08 Training Package. |
| CPC Construction, Plumbing and Services  Training Package  Release 2. | 9 November 2016 | This Victorian Purchasing guide reflects the changes made  to CPC Construction, Plumbing and Services Training Package release 2.  Two (2) revised qualifications:  • CPC30116 Certificate III in Shopfitting  • CPC30216 Certificate III in Signs and Graphics  Thirty-seven new/revised units of competency |
| CPC Construction, Plumbing and Services  Training Package  Release 1. | 1 September 2015 | This Victorian Purchasing Guide reflects the CPC Construction, Plumbing and Services Training Package Release 1. The CPC Construction, Plumbing and Services Training Package Release 1 contains:  One new Building Surveying qualification:  CPC80215 Graduate Diploma of Building Surveying  Two revised qualifications:  CPC60115 Advanced Diploma of Building Surveying  CPC80115 Graduate Certificate in Fire Systems Design Management  34 new units of competency. |

**CPC Construction, Plumbing and Services Training Package Victorian Purchasing Guide**

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**INTRODUCTION**

**What is a Victorian Purchasing Guide?**

The Victorian Purchasing Guide (VPG) provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically, the VPG provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

* maximum and minimum payable hours available for each qualification.
* nominal hours for each unit of competency within the Training Package.

They also contain sample training programs which reflect a vocational outcome for the particular qualification it has been developed for.

**Victorian Government subsidised training**

To deliver government subsidised training in Victoria, an RTO must have an approved VET funding contract with the Department of Education and Training (DET).

The VET funding contract and related guidelines set out the requirements that RTOs must abide by to maintain compliance as contracted providers in receipt of government subsidy. The contract and guidelines set standards of behaviour, as well as prescribing minimum requirements with regard to provider practice in the delivery of training services.

For further information relating to obtaining a VET funding contract, please visit the Skills Victoria Training System (SVTS) website: <http://www.education.vic.gov.au/svts>

**QUALIFICATIONS**

| **Code** | **Title** | **Minimum Payable Hours** | **Maximum Payable Hours** |
| --- | --- | --- | --- |
| CPC30116 | Certificate III in Shopfitting | 788 | 829 |
| CPC30216 | Certificate III in Signs and Graphics | 790 | 831 |
| CPC60115 | Advanced Diploma of Building Surveying | 2271 | 2390 |
| CPC80115 | Graduate Certificate in Fire Systems Design Management | 325 | 340 |
| CPC80215 | Graduate Diploma of Building Surveying | 1045 | 1100 |

**UNITS OF COMPETENCY**

| **Unit Code** | **Unit Title** | **Nominal Hours** |
| --- | --- | --- |
| CPCCBS6001 | Research and evaluate construction methods and materials for residential buildings to three storeys | 250 |
| CPCCBS6002 | Research and evaluate construction methods and materials for commercial buildings to three storeys | 250 |
| CPCCBS6003 | Apply legal and ethical requirements to building surveying functions | 80 |
| CPCCBS6004 | Assess and advise on compliance of design documentation for residential buildings to three storeys | 120 |
| CPCCBS6005 | Assess and advise on compliance of design documentation for commercial buildings to three storeys | 90 |
| CPCCBS6006 | Process planning applications for residential buildings up to three storeys | 200 |
| CPCCBS6007 | Process planning applications for commercial buildings up to three storeys | 200 |
| CPCCBS6008 | Process building applications for residential buildings up to three storeys | 100 |
| CPCCBS6009 | Process building applications for commercial buildings up to three storeys | 120 |
| CPCCBS6010 | Conduct and report on building surveying audits of residential buildings up to three storeys | 100 |
| CPCCBS6011 | Conduct and report on building surveying audits of commercial buildings up to three storeys | 300 |
| CPCCBS6012 | Conduct and report on initial construction inspections of residential buildings up to three storeys | 120 |
| CPCCBS6013 | Conduct and report on initial construction inspections of commercial buildings up to three storeys | 120 |
| CPCCBS6014 | Conduct and report on advanced and final inspections of residential buildings up to three storeys | 80 |
| CPCCBS6015 | Conduct and report on advanced and final inspections of commercial buildings up to three storeys | 80 |
| CPCCBS6016 | Assess and advise on performance-based solutions for buildings up to three storeys | 90 |
| CPCCBS6017 | Monitor and advise on construction and compliance upgrade work on buildings up to three storeys | 90 |
| CPCCBS8001 | Manage building surveying risks and ensure compliance with ethical and professional standards | 120 |
| CPCCBS8002 | Manage information on construction methods, materials and services for a building surveying team | 80 |
| CPCCBS8003 | Manage information on compliance requirements for a building surveying team | 80 |
| CPCCBS8004 | Advise on compliance of building design documentation | 180 |
| CPCCBS8005 | Manage planning approval processes for all building types | 180 |
| CPCCBS8006 | Manage building approval processes for all building types | 120 |
| CPCCBS8007 | Monitor building work and advise on compliance issues | 60 |
| CPCCBS8008 | Conduct and manage the completion of building inspections and audits | 80 |
| CPCCBS8009 | Lead a building surveying team | 60 |
| CPCCBS8010 | Liaise and coordinate with head contractors on building projects | 60 |
| CPCCBS8011 | Assess and advise on performance-based solutions for all types of buildings | 300 |
| CPCCCM2006 | Apply basic levelling procedures | 8 |
| CPCCCM2010 | Work safely on scaffolding higher than two metres | 8 |
| CPCCCM3001 | Operate elevated work platforms up to 11 metres | 32 |
| CPCCCM3003 | Work safely around electrical sources, services and assets | 40 |
| CPCCCM3004 | Identify and apply information in construction plans, drawings and specifications | 30 |
| CPCCCM3005 | Calculate costs of construction work | 20 |
| CPCCCM3006 | Carry out levelling operations | 24 |
| CPCCJN3001 | Process materials to produce components using static machines | 56 |
| CPCCLBM3001 | Licence to operate a concrete placing boom | 170 |
| CPCCLHS3001A | Licence to operate a personnel and materials hoist | 32 |
| CPCCLSF2001A | Licence to erect, alter and dismantle scaffolding basic level | 40 |
| CPCCPB3014 | Install bulk insulation and pliable membrane products | 25 |
| CPCCPB3027 | Install ceiling insulation products | 30 |
| CPCCSG3001 | Design and lay out digital signs for production | 60 |
| CPCCSG3002 | Produce and apply vinyl signs | 50 |
| CPCCSG3003 | Colour manage signs | 20 |
| CPCCSG3004 | Print digital signs | 60 |
| CPCCSG3005 | Engrave signs | 40 |
| CPCCSG3006 | Apply gilding to signs | 40 |
| CPCCSG3007 | Paint lines and scrolls | 48 |
| CPCCSG3008 | Hand draw chalkboards and showcards | 36 |
| CPCCSG3009 | Screen-print signs | 36 |
| CPCCSG3010 | Hand render pictorials | 36 |
| CPCCSG3011 | Install LED technology into signs | 50 |
| CPCCSG3012 | Fabricate signs | 65 |
| CPCCSG3013 | Paint letters and decorative effects for signs | 92 |
| CPCCSG3014 | Manufacture gas-charged glass-formed illuminated signs | 200 |
| CPCCSG3015 | Produce airbrushed signs | 20 |
| CPCCSG3016 | Prepare surfaces for signs | 20 |
| CPCCSG3017 | Erect and install signs | 30 |
| CPCCSH3001 | Fabricate shopfitting components using CNC machines | 60 |
| CPCCSH3002 | Fabricate and assemble shopfront structures | 90 |
| CPCCSH3003 | Assemble and install shopfront structures | 40 |
| CPCCSH3004 | Assemble internal shopfitting units and prepare for transport | 80 |
| CPCCSH3005 | Apply and trim decorative additions to shopfittings and components | 40 |
| CPCCSH3006 | Prepare shopfittings and surfaces and apply liquid finishes | 40 |
| CPCCSH3007 | Install prefabricated internal shopfitting units | 35 |
| CPCCSH3008 | Install internal shop walls and fixtures | 70 |
| CPCCSH3009 | Demolish shopfronts and bulkheads | 30 |
| CPCCSH3010 | Prepare shop floors for new coverings | 40 |
| CPCCWC3004 | Install suspended ceilings | 40 |
| CPCCWHS1001 | Prepare to work safely in the construction industry | 6 |
| CPCCWHS3001 | Identify construction work hazards and select risk control strategies | 30 |
| CPCMCM8001 | Plan and manage complex projects | 60 |
| CPCMCM8002 | Manage the quality of projects and processes | 80 |
| CPCSFS8001 | Define scope of and initiate special hazard fire systems design projects | 140 |
| CPCSFS8002 | Analyse, design and evaluate complex special hazard fire systems | 80 |
| CPCSFS8003 | Develop and submit tenders for fire systems design solutions | 60 |

**SAMPLE TRAINING PROGRAMS**

The following pages list a range of Sample Training Programs across the different qualification levels within the **CPC Construction, Plumbing and Services Training Package Release 3** to demonstrate how units might be packaged to meet a particular vocational outcome.

|  |  |  |
| --- | --- | --- |
| **Occupation/ Work Function** | Shopfitter | |
| **Qualification Title** | Certificate III in Shopfitting | |
| **Qualification Code** | CPC30116 | |
| **Description** | This sample training program is appropriate for a person working in the building and construction industry as a Shopfitter. | |
| **Notes** | This qualification provides Shopfitters with the competencies required to construct or renovate high quality retail environments, including preparing walls and floors and fabricating, installing and finishing shopfronts, internal shopfitting units and partitions. | |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** | | |
| CPCCCM3004 | Identify and apply information in construction plans, drawings and specifications | 30 |
| CPCCCM3006 | Carry out levelling operations | 24 |
| CPCCJN3001 | Process materials to produce components using static machines | 56 |
| CPCCSH3001 | Fabricate shopfitting components using CNC machines | 60 |
| CPCCSH3002 | Fabricate and assemble shopfront structures | 90 |
| CPCCSH3003 | Assemble and install shopfront structures | 40 |
| CPCCSH3004 | Assemble internal shopfitting units and prepare for transport | 80 |
| CPCCSH3005 | Apply and trim decorative additions to shopfittings and components | 40 |
| CPCCSH3007 | Install prefabricated internal shopfitting units | 35 |
| CPCCSH3008 | Install internal shop walls and fixtures | 70 |
| CPCCWHS3001 | Identify construction work hazards and select risk control strategies | 30 |
| ***Elective*** | | |
| CPCCSH3006 | Prepare shopfittings and surfaces and apply liquid finishes | 40 |
| CPCCSH3009 | Demolish shopfronts and bulkheads | 30 |
| CPCCWC3004 | Install suspended ceilings | 40 |
| MSFFM3009 | Produce manual and computer-aided production drawings | 60 |
| CPCCCM2010 | Work safely on scaffolding higher than two metres | 8 |
| CPCCCM2005B | Use construction tools and equipment | 96 |
| **Total Hours** | | **829** |

|  |  |  |
| --- | --- | --- |
| **Occupation/ Work Function** | Sign Manufacturer | |
| **Qualification Title** | Certificate III in Signs and Graphics | |
| **Qualification Code** | CPC30216 | |
| **Description** | This sample training program is appropriate for a person working in the building and construction industry as a Sign Manufacturer. | |
| **Notes** | This qualification provides Sign Manufacturers with the competencies required to design and produce signs for a range of purposes. | |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** | | |
| CPCCSG3001 | Design and lay-out digital signs for production | 60 |
| CPCCSG3002 | Produce and apply vinyl signs | 50 |
| CPCCSG3003 | Colour manage signs | 20 |
| CPCCSG3004 | Print digital signs | 60 |
| CPCCSG3011 | Install LED technology into signs | 50 |
| CPCCSG3012 | Fabricate signs | 65 |
| CPCCWHS3001 | Identify construction work hazards and select risk control strategies | 30 |
| ***Elective*** | | |
| AURVTP009 | Apply vehicle body film wrapping | 20 |
| CPCCCM3003 | Work safely around electrical sources, services and assets | 40 |
| CPCCSG3009 | Screen-print signs | 36 |
| CPCCSG3014 | Manufacture gas-charged glass-formed illuminated signs | 200 |
| CPCCSG3015 | Produce airbrushed signs | 20 |
| CPCCSG3016 | Prepare surfaces for signs | 20 |
| MEM05050B | Perform routine gas metal arc welding | 20 |
| MSFFF2006 | Apply surface coatings by spray gun | 60 |
| MSFFM3022 | Set up, operate and maintain computer numerically controlled (CNC) machining and processing centres | 80 |
| **Total Hours** | | **831** |

|  |  |  |
| --- | --- | --- |
| **Occupation/ Work Function** | Building Surveyor | |
| **Qualification Title** | Advanced Diploma of Building Surveying | |
| **Qualification Code** | CPC60115 | |
| **Description** | This sample training program is appropriate for a person working in the building and construction industry as a Building Surveyor. | |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** | | |
| CPCCBS6001 | Research and evaluate construction methods and materials for residential buildings to three storeys | 250 |
| CPCCBS6002 | Research and evaluate construction methods and materials for commercial buildings to three storeys | 250 |
| CPCCBS6003 | Apply legal and ethical requirements to building surveying functions | 80 |
| CPCCBS6004 | Assess and advise on compliance of design documentation for residential buildings to three storeys | 120 |
| CPCCBS6005 | Assess and advise on compliance of design documentation for commercial buildings to three storeys | 90 |
| CPCCBS6006 | Process planning applications for residential buildings up to three storeys | 200 |
| CPCCBS6008 | Process building applications for residential buildings up to three storeys | 100 |
| CPCCBS6009 | Process building applications for commercial buildings up to three storeys | 120 |
| CPCCBS6010 | Conduct and report on building surveying audits of residential buildings up to three storeys | 100 |
| CPCCBS6012 | Conduct and report on initial construction inspections of residential buildings up to three storeys | 120 |
| CPCCBS6013 | Conduct and report on initial construction inspections of commercial buildings up to three storeys | 120 |
| CPCCBS6014 | Conduct and report on advanced and final inspections of residential buildings up to three storeys | 80 |
| CPCCBS6015 | Conduct and report on advanced and final inspections of commercial buildings up to three storeys | 80 |
| CPCCBS6016 | Assess and advise on performance-based solutions for buildings up to three storeys | 90 |
| ***Elective*** | | |
| CPCCBS6007 | Process planning applications for commercial buildings up to three storeys | 200 |
| CPCCBS6011 | Conduct and report on building surveying audits of commercial buildings up to three storeys | 300 |
| CPCCBS6017 | Monitor and advise on construction and compliance upgrade work on buildings up to three storeys | 90 |
| **Total** | | **2390** |

|  |  |  |
| --- | --- | --- |
| **Occupation/ Work Function** | Fire Systems Design Manager | |
| **Qualification Title** | Graduate Certificate in Fire Systems Design Management | |
| **Qualification Code** | CPC80115 | |
| **Description** | This sample training program is appropriate for a person working in the Emergency Services industry as a Fire Systems Design Manager. | |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Elective*** | | |
| CPCMCM8001 | Plan and manage complex projects | 60 |
| CPCSFS8001 | Define scope of and initiate special hazard fire systems design projects | 140 |
| CPCSFS8002 | Analyse, design and evaluate complex special hazard fire systems | 80 |
| CPCSFS8003 | Develop and submit tenders for fire systems design solutions | 60 |
| **Total** | | **340** |

|  |  |  |
| --- | --- | --- |
| **Occupation/ Work Function** | Senior Building Surveyor | |
| **Qualification Title** | Graduate Diploma of Building Surveying | |
| **Qualification Code** | CPC80215 | |
| **Description** | This sample training program is appropriate for a person working in the building and construction industry as a Senior Building Surveyor. | |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** | | |
| CPCCBS8001 | Manage building surveying risks and ensure compliance with ethical and professional standards | 120 |
| CPCCBS8004 | Advise on compliance of building design documentation | 180 |
| CPCCBS8006 | Manage building approval processes for all building types | 120 |
| CPCCBS8007 | Monitor building work and advise on compliance issues | 60 |
| CPCCBS8008 | Conduct and manage the completion of building inspections and audits | 80 |
| CPCCBS8011 | Assess and advise on performance-based solutions for all types of buildings | 300 |
| ***Elective*** | | |
| CPCCBS8002 | Manage information on construction methods, materials and services for a building surveying team | 80 |
| CPCCBS8009 | Lead a building surveying team | 60 |
| **Total** | | **1000** |

**CONTACTS AND LINKS**

|  |  |  |
| --- | --- | --- |
| **Curriculum Maintenance Manager (CMM)** | | |
| Building Industries (For Building Design sector only) | The CMM Service is provided by Executive Officers, across all industry areas covered by Training Packages.  They can assist with questions on payable and nominal hours. | Teresa Signorello  Address: PO Box 42, Holmesglen, Victoria Australia 3148  Phone: 03 9564 7987  Email: teresa.signorello@holmesglen. edu.au  Web: http://www.education.vic.gov.au/ training/providers/rto/Pages/cour ses.aspx |
| **Skill Service Organisation** | | |
| Artibus Innovation | This SSO is responsible for developing this **CPC** **Construction, Plumbing and Services Training Package**, companion volumes and support material and can be contacted for further information. | Address:  373 Elizabeth Street  North Hobart TAS 7000  Phone: 03 6218 2841  Email:  enquiries@artibus.com.au  Web:  http://www.artibus.com.au |
| **National Register for VET in Australia** | | |
| Training.gov.au (TGA) | TGA is the Australian government’s official National Register of information on Training Packages, Accredited Courses, qualifications, units of competency and RTOs. | <http://training.gov.au> |
| **Australian Government** | | |
| Department of Education and Training | The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training. | <https://education.gov.au/> |
| **Victorian State Government** | | |
| Department of Education and Training (DET) | DET is responsible for funding and the implementation of Vocational Education and Training (VET) in Victoria, including Apprenticeships and Traineeships policy. | (03) 9637 2000  [www.education.vic.gov.au](http://www.education.vic.gov.au) |
| **National VET Regulatory Authority** | | |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector. | Info line: 1300 701 801  [www.asqa.gov.au](http://www.asqa.gov.au) |
| **Victorian State VET Regulatory Authority** | | |
| Victorian Registration and Qualifications Authority (VRQA) | The VRQA is a statutory authority responsible for the registration and regulation of Victorian RTOs and for the regulation of apprenticeships and traineeships in Victoria. | (03) 9637 2806  [www.vrqa.vic.gov.au](http://www.vrqa.vic.gov.au/) |
| **Industry Regulatory Bodies applicable to this Training Package** | | |
| Victorian Building Authority (VBA) | The VBA regulates building and plumbing practitioners to ensure the achievement of efficient and competitive building and plumbing industries in Victoria. | Goods Shed North  733 Bourke Street Docklands VIC 3008  Phone: 1300 815 127 www.vba.vic.gov.au |
| The National Fire Industry Association (NFIA) | The NFIA is an industry association whose aim is to realise the professionalism of the fire protection industry. Its membership base is open to fire sprinkler contractors, fire alarm companies, extinguisher and passive fire companies, suppliers and RTOs. | PO Box 46 Brunswick South  VIC 3055  Phone: (03) 9013 5595  Email: info@nfia.com.au www.nfia.com.au |
| Fire Protection Association Australia (FPAA) | The Fire Protection Association of Australia is the national peak body for fire safety that provides information, services and education to the fire protection industry and the community. | Building 2, 31-47 Joseph Street Blackburn North, VIC 3130 Phone: (03) 8892 3131 www.fpaa.com.au |
| WorkSafe Victoria | WorkSafe needs to provide written verification before High Risk Work Units can be added to an RTO’s scope of registration. | Info line: 1800 136 089  Email: info@worksafe.vic.gov.au www.worksafe.vic.gov.au |
| Building Sector Energy Safe Victoria | The industry Regulatory body can provide advice on licensing, legislative or regulatory requirements which may impact on the delivery of training or the issuance of qualifications in this Training Package | Address: Level 5, Building 2 4 Riverside Quay Southbank VIC 3006  Phone: (03) 9203 9700  Email: info@esv.vic.gov.au Web: www.esv.vic.gov.au |

**GLOSSARY**

|  |  |
| --- | --- |
| **Code** | Nationally endorsed Training Package qualification code. |
| **Title** | Nationally endorsed Training Package qualification title. |
| **Unit Code** | Nationally endorsed Training Package unit of competency code. |
| **Unit Title** | Nationally endorsed Training Package unit of competency title. |
| **Payable Hours** | The maximum number of hours the Victorian Government will subsidise under the Victorian Training Guarantee for the achievement of the minimum realistic vocational outcome of any qualification, as determined by the qualification packaging rules. The maximum payable hours do not cover every possible combination of core and elective units available for a specific qualification. |
| **Nominal Hours** | Nominal hours reflect the anticipated time taken to deliver and assess the outcomes of a unit of competency excluding unsupervised delivery or the time taken for repeated practical application of skills. Nominal hours are determined by the Victorian State Training Authority (DET) and are primarily developed for funding purposes in Victoria. |