**Victorian Purchasing Guide**

**for**

**CPP07 Property Services
Training Package**

**Release 14.2-14.6**

**September 2020**

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Victorian Purchasing Guide ⎯ Release History

**Note**: RTOs should refer to the National Register for the detail of changes made in each Release. (See [National Register](https://training.gov.au/Home/Tga) for more information)

| Training Package Release  | **Date VPGApproved** | Comments |
| --- | --- | --- |
| CPP07 Property Services Training PackageRelease 14.6 | 28September2020 | * Minor upgrade: Changes to qualification CPP10107 Certificate I in Security Operations as units of competency have been deleted due to CPP upgrade to the Standards for Training Packages.
* Deletion of the following qualifications and associated units of competency due to CPP upgrade to the Standards for Training Packages.

\* CPP20411 Certificate II in Waste Management\* CPP50811 Diploma of Waste Management* Deletion of six (6) Security units of competency due to CPP upgrade to the Standards for Training Packages.
* Deletion of qualification and associated units of competency due to CPP upgrade to the Standards for Training Packages.

\* CPP51012 Diploma of Residential Building Energy Assessment |
| CPP07 Property Services Release 14.5 | * Minor update to CPP40307 - Certificate in Property Services (Real Estate) modification history table to fix typographical error.
 |
| CPP07 Property Services Release 14.4 | * SSO minor release to replace superseded imported elective units with current equivalent unit in twenty seven (27) current qualifications.
 |
| CPP07 Property Services Release 14.3 | * SSO minor release to replace superseded elective unit CPCCOHS1001A with new equivalent elective unit CPCCWHS1001 within the following qualification:
	+ CPP41212  Certificate IV in NaTHERS Assessment
 |
| CPP07 Property Services Release 14.2 | * SSO minor release to remove fourteen (14) units of competency, three (3) skill sets and four (4) qualifications per AISC endorsement. Qualifications deleted include:
	+ CPP10211 Certificate I in Cleaning Operations,
	+ CPP20711 Certificate II in Carpet Cleaning Operations,
	+ CPP31111 Certificate III in Carpet Cleaning Operations and
	+ CPP60112 Advanced Diploma of Spatial Information Services
 |
| CPP07 Property Services Release 14.1 | 19 February 2014 | * Minor correction to remove a duplicate element in CPPBDN5017A Produce 2-D drawings for building design projects using CAD software.
 |
| CPP07 Property Services Release 14.0 | 19 February 2014 | NSSC endorsement for:* Revision of three equivalent qualifications to meet revised Australian Qualifications Framework specifications:
	+ CPP80113 Graduate Certificate in Building Design
	+ CPP80213 Graduate Diploma of Building Design
	+ CPP80313 Graduate Diploma of Access Consulting
* Addition of one new unit of competency: CPPBDN5017A Produce 2-D drawings for building design projects using CAD software.

ISC upgrade to:* add, revise or remove elective units in the following equivalent qualifications:
	+ CPP20212 Certificate II in Security Operations
	+ CPP30911 Certificate III in Pest Management
	+ CPP40611 Certificate IV in Property Services (Operations)
	+ CPP41212 Certificate IV in NatHERS Assessment
	+ CPP50511 Diploma of Property Services (Asset and Facility Management)
	+ CPP50911 Diploma of Building Design
* revise two equivalent units:
	+ CPPCMN4013B Operate a sustainable business
	+ CPPPMT3018B Maintain equipment and chemical storage areas
 |
| CPP07 Property Services Version 13 | 22 March 2013 | NSSC endorsement for:* addition of two new swimming pool and spa (SPS) qualifications:
	+ CPP31212 Certificate III in Swimming Pool and Spa Service
	+ CPP41312 Certificate IV in Swimming Pool and Spa Service
* revision of one security qualification:
	+ CPP20212 Certificate II in Security Operations
* addition of thirty new units of competency

ISC upgrade to update superseded imported elective unit in CPP30411 Certificate III in Security Operations: |
| CPP07 Property Services Version 12 | 5 February 2013(Please note, this VPG incorporates Versions 11 and 12 of the CPP07 Training Package). | NSSC endorsement for:**Version 11*** addition of two new home sustainability assessment (HSA) qualifications:
	+ CPP41212 Certificate IV in NatHERS Assessment
	+ CPP51012 Diploma of Residential Building Energy Assessment
	+ addition of sixteen new HSA units of competency

**Version 12*** addition of one new SSIS qualification:
	+ CPP60312 Advanced Diploma of Surveying
	+ the deletion of one SSIS unit of competency: CPPSIS3002A Store and retrieve basic spatial data
	+ the addition of 12 new SSIS units of competency
* revision of seven non-equivalent SSIS qualifications
* revision of 80 existing SSIS units of competency to reflect industry requirements and sustainability policy changes since their first release (see unit mapping table for list of units and their changes), resulting in code changes and non-equivalence

ISC upgrade to update superseded imported units in existing SSIS qualifications |

**CPP07 Property Services Training Package Release 14.2-14.6
Victorian Purchasing Guide**

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INTRODUCTION

What is a Victorian Purchasing Guide?

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

Specifically the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

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

Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and Statements of Attainment under the Australian Qualifications Framework (AQF).

The VRQA is the regulatory authority in Victoria responsible for the registration of Vocational Education and Training (VET) providers who offer courses to domestic students in Victoria only.

ASQA is the regulatory authority responsible for the registration of VET providers who offer training in Victoria, nationally and / or internationally.

Transition

The relationship between new units and any superseded or replaced units from the previous version of **CPP07 Property Services Training Package Release 14.2-14.6** is provided in theTraining PackageCompanionVolume Implementation Guide. (See [Companion Volumes](https://vetnet.education.gov.au/Pages/default.aspx) for more information).

Information regarding transition arrangements can be obtained from the state or national VET Regulatory Authority (see Contacts and Links section).

RTOs must ensure that all training and assessment leading to issuance of qualifications or Statements of Attainment from the **CPP07 Property Services Training Package Release 14.2-14.6** is conducted against the Training Package units of competency and complies with the assessment requirements.

QUALIFICATIONS

|  |  |  |  |
| --- | --- | --- | --- |
| **Code** | **Title** | **Minimum Payable Hours** | **Maximum Payable Hours** |
| CPP10107 | Certificate I in Security Operations | 84 | 120 |
| CPP20112 | Certificate II in Surveying and Spatial Information Services | 125 | 235 |
| CPP20212 | Certificate II in Security Operations | 195 | 373 |
| CPP20307 | Certificate II in Technical Security | 236 | 252 |
| CPP20511 | Certificate II in Fire Protection Inspection and Testing | 280 | 385 |
| CPP20611 | Certificate II in Cleaning Operations | 132 | 325 |
| CPP30112 | Certificate III in Surveying and Spatial Information Services | 378 | 595 |
| CPP30211 | Certificate III in Property Services (Agency) | 315 | 475 |
| CPP30311 | Certificate III in Property Services (Operations) | 310 | 370 |
| CPP30411 | Certificate III in Security Operations | 258 | 486 |
| CPP30507 | Certificate III in Technical Security | 336 | 456 |
| CPP30607 | Certificate III in Investigative Services | 332 | 417 |
| CPP30711 | Certificate III in Waste Management | 223 | 695 |
| CPP30811 | Certificate III in Fire Protection Inspection and Testing | 375 | 550 |
| CPP30911 | Certificate III in Pest Management | 425 | 480 |
| CPP31011 | Certificate III in Cleaning Operations | 258 | 575 |
| CPP31212 | Certificate III in Swimming Pool and Spa Service | 371 | 420 |
| CPP40112 | Certificate IV in Surveying | 685 | 830 |
| CPP40212 | Certificate IV in Spatial Information Services | 490 | 885 |
| CPP40307 | Certificate IV in Property Services (Real Estate) | 525 | 1055 |
| CPP40407 | Certificate IV in Property Services (Stock and Station Agency) | 565 | 760 |
| CPP40507 | Certificate IV in Property Services (Business Broking) | 465 | 560 |
| CPP40611 | Certificate IV in Property Services (Operations) | 465 | 675 |
| CPP40707 | Certificate IV in Security and Risk Management | 472 | 632 |
| CPP40811 | Certificate IV in Access Consulting | 749 | 960 |
| CPP40911 | Certificate IV in Waste Management | 590 | 910 |
| CPP41011 | Certificate IV in Cleaning Management | 450 | 540 |
| **Code** | **Title** | **Minimum Payable Hours** | **Maximum Payable Hours** |
| CPP41110 | Certificate IV in Home Sustainability Assessment | 600 | 640 |
| CPP41212 | Certificate IV in NatHERS Assessment | 676 | 930 |
| CPP41312 | Certificate IV in Swimming Pool and Spa Service | 471 | 645 |
| CPP50112 | Diploma of Surveying | 710 | 1452 |
| CPP50212 | Diploma of Spatial Information Services | 830 | 1160 |
| CPP50307 | Diploma of Property Services (Agency Management) | 810 | 1175 |
| CPP50409 | Diploma of Property Services (Business Broking) | 1115 | 1185 |
| CPP50511 | Diploma of Property Services (Asset and Facility Management) | 430 | 745 |
| CPP50611 | Diploma of Security and Risk Management | 570 | 610 |
| CPP50711 | Diploma of Access Consulting | 896 | 1360 |
| CPP50911 | Diploma of Building Design | 1170 | 1585 |
| CPP60211 | Advanced Diploma of Property Services (Asset and Facility Management) | 635 | 680 |
| CPP60312 | Advanced Diploma of Surveying | 610 | 930 |
| CPP80113 | Graduate Certificate in Building Design | 415 | 455 |
| CPP80213 | Graduate Diploma of Building Design | 705 | 775 |
| CPP80313 | Graduate Diploma of Access Consulting | 730 | 810 |

UNITS OF COMPETENCY AND NOMINAL HOURS

| Unit Code | Unit Title | Nominal Hours |
| --- | --- | --- |
| **Access Consulting** |
| CPPACC4001A | Apply disability awareness to assessing access situations  | 40 |
| CPPACC4002A | Apply building control legislation to assess small-scale buildings for access  | 60 |
| CPPACC4003A | Assess construction plans  | 60 |
| CPPACC4004A | Communicate effectively as an access consultant  | 40 |
| CPPACC4005A | Conduct a building access audit  | 50 |
| CPPACC4006A | Conduct a playground access audit  | 50 |
| CPPACC4007A | Conduct a streetscape access audit  | 50 |
| CPPACC4008A | Conduct a transport conveyance and boarding device access audit  | 60 |
| CPPACC4009A | Conduct a transport premises access audit  | 50 |
| CPPACC4010A | Conduct an aged care facility access audit | 40 |
| CPPACC4011A | Conduct an educational facility access audit  | 40 |
| CPPACC4012A | Conduct an outdoor recreation area access audit  | 40 |
| CPPACC4013A | Contribute effectively to building development teams  | 30 |
| CPPACC4014A | Facilitate the development of Disability Discrimination Act Action Plans  | 60 |
| CPPACC4015A | Follow site occupational health and safety requirements  | 40 |
| CPPACC4016A | Manage risk  | 50 |
| CPPACC4017A | Prepare access reports  | 30 |
| CPPACC4018A | Prepare, deliver and evaluate public education sessions on access  | 50 |
| CPPACC4019A | Provide access advice on building fitout  | 30 |
| CPPACC4020A | Provide access advice on building renovations  | 50 |
| CPPACC4021A | Provide access advice on the provision of services  | 50 |
| CPPACC4022A | Work effectively as an access consultant  | 30 |
| CPPACC5001A | Assess documentation of building work for access compliance  | 25 |
| CPPACC5002A | Inspect access compliance during the building process  | 25 |
| CPPACC5003A | Apply anthropometric principles to accessible building design and fitout  | 60 |
| CPPACC5004A | Apply building codes and standards to accessible large-scale buildings  | 50 |
| CPPACC5005A | Interpret and apply building control legislation when assessing large-scale buildings for access  | 50 |
| CPPACC5006A | Apply ergonomic principles to accessible building design and fitout  | 50 |
| CPPACC5007A | Apply mechanics of human body functions to accessible building design and fitout  | 50 |
| CPPACC5008A | Assess the construction of existing buildings and new building work required to be accessible  | 60 |
| CPPACC5009A | Evaluate materials for the construction of buildings for access  | 40 |
| CPPACC5010A | Provide access advice on the design of the built environment  | 30 |
| CPPACC5011A | Prepare a concept design for accessible building work  | 70 |
| CPPACC5012A | Prepare a design brief for accessible building work  | 40 |
| CPPACC5013A | Prepare and administer tender documentation for accessible building work  | 40 |
| CPPACC5014A | Prepare contract documentation for accessible building work  | 50 |
| CPPACC5015A | Prepare specification documentation for accessible building work  | 50 |
| CPPACC5016A | Provide expert access advice on renovations to private dwellings  | 40 |
| CPPACC5017A | Provide expert access advice on building renovations  | 40 |
| CPPACC5018A | Provide expert access advice to a complainant or respondent  | 40 |
| CPPACC5019A | Coordinate the development and implementation of Disability Discrimination Act Action Plans  | 40 |
| CPPACC5020A | Undertake research on access issues  | 30 |
| CPPACC6001A | Participate as an access expert on an Access Panel  | 20 |
| CPPACC6002A | Apply performance-based codes and risk management principles to assessing buildings for access  | 30 |
| CPPACC6003A | Apply unjustifiable hardship principles to Alternative Building Solutions for access  | 30 |
| CPPACC8001A | Research and analyse access and use requirements for people with diverse disabilities | 80 |
| CPPACC8002A | Research and analyse access solutions for the built environment | 80 |
| CPPACC8003A  | Provide advice on solutions to access and use issues  | 120 |
| CPPACC8004A  | Develop policies and briefs relating to access to and use of the built environment  | 120 |
| CPPACC8005A  | Develop and advise on policies and procedures to enable access for people with disabilities  | 100 |
| CPPACC8006A  | Give evidence relating to access and use  | 90 |
| CPPACC8007A  | Audit built environment and infrastructure for accessibility compliance and propose solutions  | 120 |
| CPPACC8008A  | Contribute to design of accessible built environment and infrastructure  | 100 |
| **Building Design** |
| CPPBDN5001A | Research construction materials and methods for small-scale residential building design projects | 65 |
| CPPBDN5002A | Research construction materials and methods for small-scale non-residential building design projects | 65 |
| CPPBDN5003A | Research compliance requirements for small-scale residential building design projects | 40 |
| CPPBDN5004A | Research compliance requirements for small-scale non-residential building design projects | 50 |
| CPPBDN5005A | Recommend sustainability solutions for small-scale building design projects | 90 |
| CPPBDN5006A | Consult with clients to produce approved small-scale building project design briefs | 50 |
| CPPBDN5007A | Inspect and analyse sites and produce measured drawings for small-scale building design projects | 60 |
| CPPBDN5008A | Develop concepts for small-scale building design projects and finalise solutions with clients | 180 |
| CPPBDN5009A | Produce compliant client-approved designs for small-scale building design projects | 190 |
| CPPBDN5010A | Negotiate and finalise planning approval for small-scale building design projects | 80 |
| CPPBDN5011A | Produce compliant client-approved working drawings for small-scale residential buildings | 220 |
| CPPBDN5012A | Produce and present 3-D models of small-scale building designs | 60 |
| CPPBDN5013A | Develop and collaborate on building information models for small-scale building design projects | 100 |
| CPPBDN5014A | Contribute to construction and building design project finalisation processes | 60 |
| CPPBDN5015A | Produce compliant client-approved working drawings for non-residential buildings | 220 |
| CPPBDN5016A | Produce and present rendered animations of 3-D models of small-scale building designs | 50 |
| CPPBDN5017A | Produce 2-D drawings for building design projects using CAD software | 40 |
| CPPBDN8001A | Research and evaluate construction materials and methods for complex building design projects | 80 |
| CPPBDN8002A | Research compliance requirements for complex building design projects | 80 |
| CPPBDN8003A | Scope and initiate large and complex building design projects | 100 |
| CPPBDN8004A | Lead the building design team | 80 |
| CPPBDN8005A | Manage the tendering and construction process for a client | 60 |
| CPPBDN8006A | Identify and manage new building design technologies | 80 |
| CPPBDN8007A | Manage the design of Type A constructions | 195 |
| **Carpet Cleaning** |
| CPPCCL2002A | Use bonnet cleaning | 25 |
| CPPCCL2003A | Use dry foam shampoo | 15 |
| CPPCCL2004A | Use dry absorbent compound | 25 |
| CPPCCL2005A | Use wet foam shampoo | 15 |
| CPPCCL2007A | Perform basic stain removal | 20 |
| CPPCCL3008A | Mitigate water damage | 25 |
| CPPCCL3010A | Apply odour control | 25 |
| CPPCCL3018A | Inspect sites with water damage | 25 |
| **Cleaning Operations** |
| CPPCLO2001A | Maintain hard floor surfaces | 15 |
| CPPCLO2004A | Maintain carpeted floors | 8 |
| CPPCLO2009A | Clean glass surfaces | 10 |
| CPPCLO2010A | Clean ceiling surfaces and fittings | 8 |
| CPPCLO2015A | Maintain furniture, fittings and room dressing | 8 |
| CPPCLO2017A | Clean wet areas | 20 |
| CPPCLO2019A | Sort and remove waste and recyclable materials | 10 |
| CPPCLO2033A | Plan for safe and efficient cleaning activities | 15 |
| CPPCLO2035A | Maintain cleaning storage areas | 15 |
| CPPCLO2037A | Clean external surfaces | 10 |
| CPPCLO2043A | Clean using microfibre techniques | 8 |
| CPPCLO2044A | Prepare rooms for guests and residents | 25 |
| CPPCLO3002A | Restore hard floor surfaces | 15 |
| CPPCLO3003A | Replace a hard floor finish | 20 |
| CPPCLO3013A | Clean window coverings | 10 |
| CPPCLO3014A | Maintain ‘clean room’ environments | 10 |
| CPPCLO3016A | Wash furniture and fittings | 6 |
| CPPCLO3020A | Clean using pressure washing | 10 |
| CPPCLO3021A | Clean industrial machinery | 10 |
| CPPCLO3036A | Clean at high levels | 10 |
| CPPCLO3038A | Clean food-handling areas | 20 |
| CPPCLO3039A | Support leadership in the workplace | 50 |
| CPPCLO3044A | Clean using steam sanitising techniques | 10 |
| CPPCLO4022A | Organise and monitor cleaning operations | 20 |
| CPPCLO4024A | Control the supply of resources to the work site | 25 |
| CPPCLO4025A | Provide quotation for cleaning services | 25 |
| **Common** |
| CPPCMN2001B | Control and direct traffic | 20 |
| CPPCMN2002A | Participate in workplace safety arrangements | 25 |
| CPPCMN2003A | Provide effective client service | 40 |
| CPPCMN3001B | Participate in environmentally sustainable work practices | 20 |
| CPPCMN3002A | Develop a traffic management plan | 30 |
| CPPCMN3003A | Contribute to workplace safety arrangements | 30 |
| CPPCMN3004A | Respond to enquiries and complaints | 20 |
| CPPCMN3005A | Complete client documentation | 15 |
| CPPCMN4001B | Develop workplace policy and procedures for sustainability | 40 |
| CPPCMN4002B | Implement and monitor environmentally sustainable work practices | 40 |
| CPPCMN4004B | Facilitate effective client relationships | 40 |
| CPPCMN4005A | Facilitate effective teamwork | 50 |
| CPPCMN4006A | Facilitate effective workplace relationships | 50 |
| CPPCMN4007A | Manage workplace safety arrangements | 50 |
| CPPCMN4008A | Read and extract information from plans, drawings and specifications for residential buildings | 30 |
| CPPCMN4009A | Develop team understanding of and commitment to sustainability | 40 |
| CPPCMN4010A | Cost and quote sustainable product and service provision | 60 |
| CPPCMN4011A | Communicate and market sustainable solutions | 40 |
| CPPCMN4012A | Contribute to sustainable solutions throughout a building’s life cycle | 50 |
| CPPCMN4013B | Operate a sustainable business | 50 |
| CPPCMN5001A | Plan for a sustainable business. | 40 |
| CPPCMN8001A | Lead the strategic planning process for an enterprise | 80 |
| CPPCMN8002A | Identify and develop business opportunities | 50 |
| **Sales & Management** |
| CPPDSM3001A | Assist in listing properties for lease | 20 |
| CPPDSM3002A | Assist in listing properties for sale | 20 |
| CPPDSM3003A | Assist in marketing properties for lease | 20 |
| CPPDSM3004A | Assist in marketing properties for sale | 20 |
| CPPDSM3005A | Assist with the sale of properties | 20 |
| CPPDSM3006B | Collect and process property information | 25 |
| CPPDSM3007B | Identify risks and opportunities in the property industry | 10 |
| CPPDSM3008A | Maintain and protect condition of managed properties | 25 |
| CPPDSM3009A | Maintain workplace safety in the property industry | 35 |
| CPPDSM3010B | Meet customer needs and expectations in the property industry | 30 |
| CPPDSM3011B | Monitor building facilities | 30 |
| CPPDSM3013A | Perform and record property management activities and transactions | 40 |
| CPPDSM3014A | Undertake property inspection | 30 |
| CPPDSM3015B | Use and maintain property and client information databases | 20 |
| CPPDSM3016A | Work in the property industry | 50 |
| CPPDSM3017A | Work in the strata/community management sector | 35 |
| CPPDSM3018B | Identify risks to agency operations | 30 |
| CPPDSM3019B | Communicate with clients as part of agency operations | 25 |
| CPPDSM4001A | Act as a buyer’s agent | 20 |
| CPPDSM4002A | Apply knowledge of state or territory legislative and regulatory framework to complete agency work | 50 |
| CPPDSM4003A | Appraise property | 40 |
| CPPDSM4004A | Conduct auction | 10 |
| CPPDSM4005A | Establish and build client–agency relationships | 20 |
| CPPDSM4006A | Establish and manage agency trust accounts | 60 |
| CPPDSM4007A | Identify legal and ethical requirements of property management to complete agency work | 30 |
| CPPDSM4008A | Identify legal and ethical requirements of property sales to complete agency work | 30 |
| CPPDSM4009B | Interpret legislation to complete agency work | 30 |
| CPPDSM4010A | Lease property | 50 |
| CPPDSM4011A | List property for lease | 25 |
| CPPDSM4012A | List property for sale | 30 |
| CPPDSM4013A | Market property for lease | 25 |
| CPPDSM4014A | Market property for sale | 30 |
| CPPDSM4015B | Minimise agency and consumer risk | 30 |
| CPPDSM4016A | Monitor and manage lease or tenancy agreement | 50 |
| CPPDSM4017A | Negotiate effectively in property transactions | 20 |
| CPPDSM4018A | Prepare and present property reports | 30 |
| CPPDSM4019A | Prepare for auction and complete sale | 20 |
| CPPDSM4020A | Present at tribunals | 20 |
| CPPDSM4021A | Sell and finalise sale of rural property by private treaty | 50 |
| CPPDSM4022A | Sell and finalise the sale of property by private treaty | 50 |
| CPPDSM4023A | Act as a tenant’s agent | 30 |
| CPPDSM4024A | Advise clients on livestock sale and purchase options | 25 |
| CPPDSM4025A | Advise on performance of asset | 25 |
| CPPDSM4026A | Analyse property and facility information | 20 |
| CPPDSM4027A | Analyse resource use in building operations | 20 |
| CPPDSM4028A | Identify and analyse risks and opportunities in the property industry | 20 |
| CPPDSM4029A | Appraise business | 60 |
| CPPDSM4030A | Appraise rural property | 40 |
| CPPDSM4031A | Arrange lease of space | 20 |
| CPPDSM4032A | Arrange valuation of facilities and assets | 10 |
| CPPDSM4033A | Assess and value goods, chattels, plant and equipment | 30 |
| CPPDSM4034A | Assess and implement strata/community management agreement | 20 |
| CPPDSM4036A | Broker sale of industrial, commercial and retail property | 60 |
| CPPDSM4037A | Conduct auction of rural property | 10 |
| CPPDSM4038A | Conduct goods, chattels or equipment clearing sale or auction | 40 |
| CPPDSM4039A | Conduct livestock sale by auction | 25 |
| CPPDSM4040A | Contribute to life cycle maintenance strategy | 20 |
| CPPDSM4041A | Contribute to development of a tenancy mix strategy | 30 |
| CPPDSM4042A | Coordinate construction contract | 25 |
| CPPDSM4043A | Coordinate fit-out of property and facilities | 20 |
| CPPDSM4044A | Coordinate maintenance and repair of properties and facilities | 20 |
| CPPDSM4045A | Facilitate meetings in the property industry | 20 |
| CPPDSM4046A | Manage tenancy disputes | 20 |
| CPPDSM4047A | Implement and monitor procurement process | 20 |
| CPPDSM4048B | Implement customer service strategies in the property industry | 40 |
| CPPDSM4049A | Implement maintenance plan for managed properties | 25 |
| CPPDSM4050A | Lease industrial, commercial and retail property | 40 |
| CPPDSM4051A | Lease rural property | 40 |
| CPPDSM4052A | List and market rural property for sale or lease | 50 |
| CPPDSM4053A | List business for sale | 20 |
| CPPDSM4055A | Maintain asset management system | 10 |
| CPPDSM4056A | Manage conflict and disputes in the property industry | 20 |
| CPPDSM4057A | Monitor a safe workplace in the property industry | 40 |
| CPPDSM4058A | Monitor service requirements in the property industry | 25 |
| CPPDSM4059A | Monitor space use in the property industry | 10 |
| CPPDSM4060A | Negotiate sale and manage sale to completion or settlement | 80 |
| CPPDSM4061A | Obtain prospects for listing | 20 |
| CPPDSM4062A | Occupy space | 20 |
| CPPDSM4063A | Participate in developing and establishing property or facilities contracts | 30 |
| CPPDSM4064A | Participate in research of property investment | 30 |
| CPPDSM4066A | Plan and coordinate property and facility inspection | 30 |
| CPPDSM4067A | Plan for and complete sale of rural property by auction | 15 |
| CPPDSM4068A | Prepare livestock for sale at saleyards | 20 |
| CPPDSM4069A | Promote and market listed business | 20 |
| CPPDSM4071A | Promote process improvement in the property industry | 30 |
| CPPDSM4072A | Provide leadership in the property industry | 30 |
| CPPDSM4073A | Provide rural property management services | 40 |
| CPPDSM4074A | Select and appoint contractors in the property industry | 10 |
| CPPDSM4075A | Select livestock for sale | 30 |
| CPPDSM4077A | Sell livestock by private sale | 25 |
| CPPDSM4078A | Sell rural property by tender | 25 |
| CPPDSM4079A | Work in the business broking sector | 40 |
| CPPDSM4080A | Work in the real estate industry | 20 |
| CPPDSM4081A | Work in the stock and station agency sector | 20 |
| CPPDSM5001A | Advise on use and design of facilities | 20 |
| CPPDSM5002A | Advise on property investment strategy | 25 |
| CPPDSM5004A | Assess viability of regeneration options in the property industry | 30 |
| CPPDSM5005A | Contribute to a detailed property feasibility study | 25 |
| CPPDSM5006A | Coordinate customer service activities in the property industry | 30 |
| CPPDSM5007A | Coordinate construction or renovation of facilities | 25 |
| CPPDSM5008A | Coordinate fit-out of premises for user occupation | 40 |
| CPPDSM5009A | Coordinate risk management system in the property industry | 25 |
| CPPDSM5010A | Determine needs of customer populations in the property industry | 35 |
| CPPDSM5011A | Determine space utilisation | 30 |
| CPPDSM5012A | Develop a strategic business plan in the real estate industry | 50 |
| CPPDSM5013A | Develop a tenancy mix strategy | 10 |
| CPPDSM5014A | Develop property marketing and sales strategy | 25 |
| CPPDSM5016A | Develop strata/community management agreement | 30 |
| CPPDSM5017A | Dispose of property | 30 |
| CPPDSM5018A | Ensure a safe workplace in the property industry | 40 |
| CPPDSM5019A | Identify and secure a property opportunity | 50 |
| CPPDSM5020A | Manage and monitor effective client service in the real estate industry | 20 |
| CPPDSM5021A | Implement asset maintenance strategy | 30 |
| CPPDSM5022A | Implement asset management plan | 25 |
| CPPDSM5023A | Implement facilities management plan | 25 |
| CPPDSM5024A | Implement facilities procurement systems | 25 |
| CPPDSM5025A | Maintain public relations in the property industry | 50 |
| CPPDSM5026A | Manage a consultant property project team | 25 |
| CPPDSM5027A | Provide facilities and amenities for property users | 20 |
| CPPDSM5029A | Manage client relationships and networks in the property industry | 25 |
| CPPDSM5030A | Manage projects in the property industry | 80 |
| CPPDSM5032A | Market the agency | 50 |
| CPPDSM5033A | Merge or acquire a business | 40 |
| CPPDSM5034A | Monitor performance of property or facility portfolio | 20 |
| CPPDSM5036A | Prepare tender documentation in the property industry | 30 |
| CPPDSM5038A | Value a business | 80 |
| CPPDSM6001A | Determine viability of regeneration options in the property industry | 20 |
| CPPDSM6002A | Conduct a property investment feasibility study | 30 |
| CPPDSM6003A | Contract to invest in property | 30 |
| CPPDSM6004A | Determine performance of assets and facilities | 30 |
| CPPDSM6005A | Develop a property investment strategy | 30 |
| CPPDSM6006A | Develop facilities procurement system | 25 |
| CPPDSM6007A | Develop life cycle asset management plan | 20 |
| CPPDSM6008A | Develop strategic facilities management plan | 30 |
| CPPDSM6009A | Manage facilities portfolio | 25 |
| CPPDSM6010A | Manage performance of property investment | 20 |
| CPPDSM6011A | Negotiate partnership arrangements in the property industry | 25 |
| CPPDSM6012A | Plan property portfolio management | 30 |
| CPPDSM6013A | Prepare project design brief and documentation in the property industry | 20 |
| **Fire Equipment** |
| CPPFES2003A | Safely move loads and dangerous goods | 25 |
| CPPFES2004A | Identify types of installed fire safety equipment and systems | 35 |
| CPPFES2005A | Demonstrate first attack firefighting equipment | 15 |
| CPPFES2006A | Prepare for installation and servicing operations | 25 |
| CPPFES2007A | Maintain quality of work and promote continuous improvement | 20 |
| CPPFES2010A | Inspect and test fire hose reels | 20 |
| CPPFES2011A | Install portable fire extinguishers and fire blankets | 25 |
| CPPFES2016A | Inspect, test and maintain delivery lay flat fire hoses | 20 |
| CPPFES2020A | Conduct routine inspection and testing of fire extinguishers and fire blankets | 35 |
| CPPFES2021A | Inspect, test and maintain fire extinguishers | 30 |
| CPPFES2025A | Inspect, test and maintain gaseous fire-suppression systems | 45 |
| CPPFES2026A | Inspect and test emergency and exit lighting systems | 25 |
| CPPFES2027A | Inspect, test and maintain non-gaseous pre-engineered fire-suppression systems | 50 |
| CPPFES2029A | Conduct functional tests on fire detection, warning and intercommunication devices | 100 |
| CPPFES2035A | Identify, inspect and test fire and smoke doors | 30 |
| CPPFES2037A | Inspect and test fire hydrant systems | 20 |
| CPPFES2039A | Identify, inspect and test passive fire and smoke containment products and systems | 40 |
| CPPFES2043A | Prevent ozone depleting substance and synthetic greenhouse gas emissions | 15 |
| CPPFES2047A | Inspect and test control and indicating equipment | 25 |
| CPPFES2048A | Receive and dispatch scheduled gaseous fire-extinguishing agents | 20 |
| CPPFES2049A | Conduct recovery, reclaim and fill operations for scheduled gaseous fire-extinguishing agents | 25 |
| CPPFES2050A | Monitor storage operations for scheduled gaseous fire-extinguishing agents | 20 |
| CPPFES3024A | Inspect and maintain portable foam-generating equipment | 30 |
| CPPFES3032A | Conduct enclosure integrity testing | 40 |
| CPPFES3038A | Inspect, test and maintain portable fire monitors | 15 |
| CPPFES3040A | Install passive fire and smoke containment systems | 40 |
| CPPFES3042A | Install and commission pre-engineered fire-suppression systems | 50 |
| CPPFES3044A | Interpret installation requirements for gaseous fire-suppression systems | 30 |
| CPPFES3045A | Install gaseous agent containers and actuators | 45 |
| CPPFES3046A | Decommission gaseous agent containers and actuators | 30 |
| **Home Sustainability** |
| CPPHSA4001A | Assess household energy use | 120 |
| CPPHSA4002A | Assess household waste generation and management | 40 |
| CPPHSA4003A | Assess household water use | 60 |
| CPPHSA4004A | Assess thermal performance of existing residences using non-rating tools and techniques | 80 |
| CPPHSA4005A | Minimise health, safety and security risks when assessing home sustainability | 30 |
| CPPHSA4006A | Manage own work, professional development and ethical behaviour as a home sustainability assessor | 60 |
| CPPHSA4007A | Promote the adoption of home sustainability practices by residents | 60 |
| CPPHSA4008A | Apply sustainability principles, legislation and information on government programs | 40 |
| CPPHSA4010A | Estimate the cost of home sustainability measures | 40 |
| CPPHSA4011A | Collect information to support NatHERS assessment | 60 |
| CPPHSA4012A | Conduct NatHERS assessment of planned residential buildings | 60 |
| CPPHSA4013A | Conduct NatHERS assessment of existing residential buildings | 60 |
| CPPHSA4014A | Meet regulatory requirements when completing NatHERS assessments | 40 |
| CPPHSA4015A | Assess impact of building elements on thermal performance of residential buildings | 60 |
| CPPHSA4016A | Advise on options for enhancing thermal performance of residential buildings | 30 |
| CPPHSA4017A | Cost measures to improve thermal performance of residential buildings | 40 |
| CPPHSA4018A | Manage own work, professional development and ethical behaviour | 40 |
| CPPHSA4019A | Inform clients about thermal performance of residential buildings | 40 |
| CPPHSA4020A | Operate computer systems to support NatHERS assessment | 40 |
| CPPHSA5001A | Assess thermal performance of complex residential buildings | 60 |
| **Pest Management** |
| CPPPMT3002A | Assess pest management options | 25 |
| CPPPMT3005A | Modify environment to manage pests | 60 |
| CPPPMT3006A | Apply pesticides to manage pests | 90 |
| CPPPMT3007A | Implement pest management plans | 20 |
| CPPPMT3008A | Inspect and report on timber pests | 40 |
| CPPPMT3009A | Advise clients on pest management options | 15 |
| CPPPMT3010A | Control timber pests | 40 |
| CPPPMT3011A | Conduct fumigation | 60 |
| CPPPMT3017A | Repair and maintain service equipment | 10 |
| CPPPMT3018B | Maintain equipment and chemical storage areas | 60 |
| CPPPMT3019A | Organise and monitor pest management operations | 25 |
| CPPPMT3026A | Select and obtain pest management vehicles, equipment and materials | 15 |
| CPPPMT3029A | Plan and schedule pest management operations | 30 |
| CPPPMT3042A | Install physical termite barriers | 30 |
| CPPPMT3043A | Prepare and present pest management proposals | 25 |
| **Security** |
| CPPSEC1001A | Identify and report security risk situations | 8 |
| CPPSEC1002A | Apply retail security procedures | 8 |
| CPPSEC1003A | Apply security procedures for the responsible service of alcohol | 4 |
| CPPSEC1004A | Apply health care security procedures | 16 |
| CPPSEC1005A | Apply critical infrastructure protection procedures | 40 |
| CPPSEC1006A | Apply x-ray image interpretation procedures | 16 |
| CPPSEC1007A | Apply walk through metal detection procedures | 4 |
| CPPSEC1008A | Apply hand-held metal detection procedures | 4 |
| CPPSEC1009A | Apply Explosive Trace Detection (ETD) procedures | 8 |
| CPPSEC2001A | Communicate effectively in the security industry | 20 |
| CPPSEC2002A | Follow workplace safety procedures in the security industry | 20 |
| CPPSEC2003B | Work effectively in the security industry | 40 |
| CPPSEC2004B | Respond to security risk situation | 35 |
| CPPSEC2005A | Work as part of a security team | 8 |
| CPPSEC2006B | Provide security services to clients | 8 |
| CPPSEC2007A | Screen people  | 24 |
| CPPSEC2008A | Screen items | 30 |
| CPPSEC2009A | Give evidence in court | 10 |
| CPPSEC2010A | Protect safety of persons | 16 |
| CPPSEC2011B | Control access to and exit from premises | 8 |
| CPPSEC2012A | Monitor and control individual and crowd behaviour | 20 |
| CPPSEC2013A | Protect valuables in transit | 8 |
| CPPSEC2014A | Operate basic security equipment | 12 |
| CPPSEC2015A | Patrol premises | 8 |
| CPPSEC2016A | Contribute to investigative activities | 16 |
| CPPSEC2017A | Protect self and others using basic defensive tactics | 24 |
| CPPSEC2018A | Monitor electronic reporting facility | 16 |
| CPPSEC2019A | Monitor biometrics equipment and systems | 16 |
| CPPSEC2020A | Provide technical security services to clients | 20 |
| CPPSEC2021A | Install security equipment and systems | 40 |
| CPPSEC2022A | Install mechanical lock and locking system | 16 |
| CPPSEC2023A | Install CCTV equipment and system | 20 |
| CPPSEC2024A | Implement electronic monitoring procedures | 4 |
| CPPSEC2025A | Sell security products and services | 8 |
| CPPSEC2026A | Perform routine maintenance on security equipment and system | 32 |
| CPPSEC2027A | Load and unload cash in transit in a secured environment | 20 |
| CPPSEC3001A | Maintain workplace safety in the security industry | 30 |
| CPPSEC3002A | Manage conflict through negotiation | 16 |
| CPPSEC3003A | Determine response to security risk situation | 24 |
| CPPSEC3004A | Lead small teams in the security industry | 10 |
| CPPSEC3005A | Prepare and present security documentation and reports | 20 |
| CPPSEC3006A | Coordinate a quality security service to customers | 16 |
| CPPSEC3007A | Maintain security of environment | 20 |
| CPPSEC3008A | Control security risk situations using firearms | 40 |
| CPPSEC3009A | Prepare and present evidence in court | 24 |
| CPPSEC3010A | Manage dogs for security functions | 100 |
| CPPSEC3011A | Handle dogs for security patrol | 30 |
| CPPSEC3012A | Store and protect information | 10 |
| CPPSEC3013A | Control persons using empty hand techniques | 24 |
| CPPSEC3014A | Control persons using baton | 30 |
| CPPSEC3015A | Restrain persons using handcuffs | 30 |
| CPPSEC3016A | Defend persons using spray | 20 |
| CPPSEC3017A | Plan and conduct evacuation of premises | 16 |
| CPPSEC3018A | Provide for the safety of persons at risk | 40 |
| CPPSEC3019A | Operate specialised security equipment | 10 |
| CPPSEC3020A | Monitor security from control room | 40 |
| CPPSEC3021A | Maintain and use security database | 16 |
| CPPSEC3022A | Maintain biometrics database | 20 |
| CPPSEC3023A | Coordinate biometric equipment and systems | 8 |
| CPPSEC3024A | Install biometric equipment and systems | 80 |
| CPPSEC3025A | Identify and diagnose biometric system fault | 30 |
| CPPSEC3026A | Work effectively in investigative services | 20 |
| CPPSEC3027A | Develop investigative plan | 25 |
| CPPSEC3028A | Compile investigative report | 20 |
| CPPSEC3029A | Provide quality investigative services to clients | 8 |
| CPPSEC3030A | Conduct surveillance | 30 |
| CPPSEC3031A | Organise and operate a surveillance vehicle | 10 |
| CPPSEC3032A | Gather information by factual investigation | 30 |
| CPPSEC3033A | Conduct interviews and take statements | 30 |
| CPPSEC3034A | Operate information gathering equipment | 10 |
| CPPSEC3035A | Identify technical security requirements | 8 |
| CPPSEC3036A | Program security equipment and system | 30 |
| CPPSEC3037A | Test installed security equipment and system | 12 |
| CPPSEC3038A | Commission and decommission security equipment and system | 16 |
| CPPSEC3039A | Identify and diagnose electronic security equipment and system fault | 20 |
| CPPSEC3040A | Plan and coordinate installation of security equipment and system | 20 |
| CPPSEC3041A | Maintain and service security equipment and system | 24 |
| CPPSEC3042A | Identify and diagnose CCTV equipment and system fault | 24 |
| CPPSEC3043A | Establish and set up electronic monitoring parameters | 8 |
| CPPSEC3044A | Maintain and repair mechanical lock and locking system | 16 |
| CPPSEC3045A | Determine security equipment and system modifications | 16 |
| CPPSEC3046A | Configure a security system | 30 |
| CPPSEC3047A | Provide estimate and quote on security system | 20 |
| CPPSEC3048A | Maintain effective relationships with security clients | 20 |
| CPPSEC3049A | Modify and repair security equipment and system | 30 |
| CPPSEC3050A | Load and unload cash in transit in an unsecured environment | 30 |
| CPPSEC3051A | Implement cash-in-transit security procedures | 40 |
| CPPSEC3052A | Inspect and test cash-in-transit security equipment | 30 |
| CPPSEC4001A | Manage a safe workplace in the security industry | 30 |
| CPPSEC4002A | Implement effective communication techniques | 30 |
| CPPSEC4003A | Advise on security needs | 30 |
| CPPSEC4004A | Monitor and review security operations | 30 |
| CPPSEC4005A | Facilitate workplace briefing and debriefing processes | 12 |
| CPPSEC4006A | Assess risks | 60 |
| CPPSEC4007A | Assess threat | 40 |
| CPPSEC4008A | Prepare a detailed tender | 20 |
| CPPSEC4009A | Interpret information from advanced security equipment | 20 |
| CPPSEC4010A | Manage monitoring centres | 60 |
| CPPSEC4011A | Coordinate field staff activity from control room | 20 |
| CPPSEC4012A | Identify and assess security of assets | 40 |
| CPPSEC4013A | Undertake case management of investigations | 30 |
| CPPSEC4014A | Commission and decommission networked security system | 10 |
| CPPSEC4015A | Maintain networked security system | 10 |
| CPPSEC4016A | Install networked security system | 30 |
| CPPSEC4017A | Determine security system configurations | 30 |
| CPPSEC4018A | Configure security devices on IT networks | 20 |
| CPPSEC4019A | Identify and diagnose security system or network fault  | 20 |
| CPPSEC4020A | Advise on the application of biometrics | 50 |
| CPPSEC4021A | Prepare standard operating procedures for the use of biometrics technology | 40 |
| CPPSEC5001A | Establish and maintain an occupational health and safety system | 40 |
| CPPSEC5002A | Coordinate security operations | 30 |
| CPPSEC5003A | Assess security risk management options | 30 |
| CPPSEC5004A | Prepare security risk management plan | 40 |
| CPPSEC5005A | Implement security risk management plan | 40 |
| CPPSEC5006A | Determine strategy for the implementation of biometrics technology | 50 |
| CPPSEC5007A | Assess biometrics system | 40 |
| **Spatial** |
| CPPSIS2011A | Prepare for work in the spatial information services industry | 20 |
| CPPSIS2012A | Assist in the collection of spatial data | 10 |
| CPPSIS2013A | Assist in the storage and retrieval of spatial data | 10 |
| CPPSIS2014A | Assist in the selection, operation and maintenance of equipment and supplies | 10 |
| CPPSIS2015A | Assist in field activity | 10 |
| CPPSIS2016A | Assist with load transfer | 20 |
| CPPSIS2017A | Use information technology for spatial information services activity | 30 |
| CPPSIS3011A | Apply map presentation principles | 30 |
| CPPSIS3013A | Support spatial process improvement | 10 |
| CPPSIS3014A | Respond to client spatial enquiry | 15 |
| CPPSIS3015A | Collect spatial data | 60 |
| CPPSIS3016A | Provide field support services | 40 |
| CPPSIS3017A | Select, operate and maintain equipment and supplies | 40 |
| CPPSIS3018A | Transfer personnel and loads | 40 |
| CPPSIS3019A | Perform basic drafting | 40 |
| CPPSIS3020A | Perform basic surveying computations | 100 |
| CPPSIS4021A | Maintain spatial systems | 50 |
| CPPSIS4022A | Store and retrieve spatial data | 50 |
| CPPSIS4023A | Facilitate effective spatial client relationships | 15 |
| CPPSIS4024A | Collect and set out spatial data | 100 |
| CPPSIS4025A | Collect basic GNSS data | 20 |
| CPPSIS4026A | Read and interpret image data | 40 |
| CPPSIS4027A | Organise field services | 30 |
| CPPSIS4028A | Organise equipment and supplies | 30 |
| CPPSIS4029A | Collect and set out basic surveying data | 60 |
| CPPSIS4030A | Operate surveying equipment | 100 |
| CPPSIS4031A | Perform surveying computations | 60 |
| CPPSIS4032A | Plan and conduct survey expeditions | 40 |
| CPPSIS4033A | Participate in spatial process improvement | 20 |
| CPPSIS4034A | Maintain spatial data | 60 |
| CPPSIS4035A | Apply GIS software to problem-solving techniques | 70 |
| CPPSIS4036A | Operate spatial software applications | 80 |
| CPPSIS4037A | Produce computer-aided drawings | 80 |
| CPPSIS4038A | Prepare and present GIS data | 40 |
| CPPSIS5031A | Plan spatial data collection and validation | 40 |
| CPPSIS5032A | Capture new spatial data | 100 |
| CPPSIS5033A | Implement a spatial information services project plan | 50 |
| CPPSIS5034A | Determine spatial data requirements | 30 |
| CPPSIS5035A | Obtain and validate spatial data | 20 |
| CPPSIS5036A | Integrate spatial datasets | 60 |
| CPPSIS5037A | Maintain complex spatial data systems | 60 |
| CPPSIS5038A | Develop a complex spatial and aspatial database | 60 |
| CPPSIS5039A | Produce spatial project deliverables | 100 |
| CPPSIS5040A | Collate and interpret spatial data | 20 |
| CPPSIS5041A | Monitor and control the spatial components of projects | 60 |
| CPPSIS5042A | Maintain effective internal and external spatial communication networks | 30 |
| CPPSIS5043A | Design a spatial data storage system | 60 |
| CPPSIS5044A | Develop a subdivision survey design for local government approval | 120 |
| CPPSIS5045A | Undertake spatial process improvement to reduce costs and improve service | 40 |
| CPPSIS5046A | Design a stormwater system | 120 |
| CPPSIS5047A | Conduct an advanced GNSS data collection and set out survey | 40 |
| CPPSIS5048A | Conduct an engineering survey | 40 |
| CPPSIS5049A | Conduct an engineering surveying project | 60 |
| CPPSIS5050A | Create engineering drawings | 80 |
| CPPSIS5051A | Apply land and planning law to surveying | 60 |
| CPPSIS5052A | Integrate surveying datasets | 40 |
| CPPSIS5053A | Perform advanced surveying computations | 80 |
| CPPSIS5054A | Perform geodetic surveying computations | 60 |
| CPPSIS5055A | Plan and conduct major survey expeditions | 160 |
| CPPSIS5056A | Design road and railway | 100 |
| CPPSIS5057A | Carry out a precision survey | 40 |
| CPPSIS5058A | Conduct geodetic surveying | 60 |
| CPPSIS5059A | Determine suitable information sources to create new spatial datasets | 20 |
| CPPSIS5060A | Use complex spreadsheets for spatial information | 40 |
| CPPSIS5061A | Locate underground services in surveying practice | 60 |
| CPPSIS5062A | Conduct photogrammetric mapping | 40 |
| CPPSIS5063A | Produce GIS data | 80 |
| CPPSIS5064A | Manipulate and analyse GIS data | 60 |
| CPPSIS6021A | Conduct open mine pit surveying | 140 |
| CPPSIS6022A | Create mine drawings | 60 |
| CPPSIS6023A | Determine client spatial requirements | 40 |
| CPPSIS6024A | Design a spatial project plan | 60 |
| CPPSIS6025A | Apply quality control measures to spatial information services industry | 40 |
| CPPSIS6028A | Conduct design and set out survey | 60 |
| CPPSIS6031A | Carry out basic mine design | 60 |
| CPPSIS6032A | Conduct an advanced GNSS control survey | 70 |
| CPPSIS6033A | Conduct underground mine surveying | 140 |
| CPPSIS6034A | Conduct mining geology operations | 70 |
| CPPSIS6035A | Conduct complex engineering set out surveys | 120 |
| CPPSIS6036A | Monitor complex engineering surveying structures | 120 |
| CPPSIS6037A | Conduct advanced remote sensing analysis | 120 |
| CPPSIS6040A | Develop 2-D and 3-D terrain visualisations | 160 |
| CPPSIS6041A | Compile mine survey plans | 60 |
| **Swimming Pool and Spa** |
| CPPSPS3001A | Handle, transport and store swimming pool and spa chemicals safely | 15 |
| CPPSPS3002A | Perform basic swimming pool and spa measurements and calculations | 20 |
| CPPSPS3003A | Routinely maintain swimming pools and spas | 30 |
| CPPSPS3004A | Routinely maintain swimming pool and spa water circulation and filtration systems | 25 |
| CPPSPS3005A | Routinely maintain swimming pool and spa dosing systems | 25 |
| CPPSPS3006A | Routinely maintain swimming pool and spa cleaning and vacuuming systems | 25 |
| CPPSPS3007A | Routinely maintain swimming pool and spa heating systems | 25 |
| CPPSPS3008A | Work in the swimming pool and spa servicing industry | 15 |
| CPPSPS3009A | Maintain swimming pool and spa stock | 25 |
| CPPSPS3010A | Sell swimming pool and spa products and services | 20 |
| CPPSPS3011A | Use and maintain business technology related to swimming pool and spa servicing | 30 |
| CPPSPS3012A | Read and apply information from swimming pool and spa technical manuals | 25 |
| CPPSPS4001A | Assess and treat water problems in swimming pools and spas | 15 |
| CPPSPS4002A | Install, service and repair swimming pool and spa circulation and filtration systems | 35 |
| CPPSPS4003A | Install, service and repair swimming pool and spa dosing systems | 35 |
| CPPSPS4004A | Install, service and repair swimming pool and spa cleaning and vacuuming systems | 35 |
| CPPSPS4005A | Install, service and repair swimming pool and spa heating systems | 25 |
| CPPSPS4006A | Install, service and repair low voltage swimming pool and spa lighting systems | 15 |
| CPPSPS4007A | Inspect, service and repair aquatic facility plant and equipment | 30 |
| CPPSPS4008A | Install, service and repair spas | 40 |
| CPPSPS4009A | Estimate cost of swimming pool and spa products and services | 25 |
| CPPSPS4010A | Manage own role as a swimming pool and spa technician | 30 |
| CPPSPS4011A | Comply with regulatory requirements for swimming pool and spa servicing | 50 |
| CPPSPS4012A | Design, install and service automated systems for swimming pools and spas | 40 |
| CPPSPS4013A | Establish maintenance plans for swimming pools and spas | 35 |
| CPPSPS4014A | Drain and acid wash swimming pools and spas | 15 |
| CPPSPS4015A | Maintain spa water quality | 15 |
| CPPSPS4016A | Advise on swimming pool and spa products and services | 20 |
| CPPSPS4017A | Detect leaks in swimming pools and spas | 30 |
| **Waste Management** |
| CPPWMT2034A | Maintain equipment and consumables storage area | 20 |
| CPPWMT3005A | Identify and segregate waste | 25 |
| CPPWMT3011A | Respond to waste emergencies | 20 |
| CPPWMT3013A | Receive waste | 10 |
| CPPWMT3014A | Manually sort waste | 10 |
| CPPWMT3015A | Move waste using loadshifting equipment | 40 |
| CPPWMT3016A | Operate waste processing plant | 40 |
| CPPWMT3017A | Store waste | 15 |
| CPPWMT3018A | Dispatch processed waste | 10 |
| CPPWMT3019A | Prepare waste for re-use | 10 |
| CPPWMT3020A | Place and compact waste | 25 |
| CPPWMT3021A | Cover waste | 25 |
| CPPWMT3023A | Maintain waste disposal sites | 40 |
| CPPWMT3025A | Monitor contained waste | 40 |
| CPPWMT3038A | Process waste | 60 |
| CPPWMT3041A | Identify operational requirements of waste management industry | 30 |
| CPPWMT3042A | Follow environmental policies and procedures when transporting waste | 20 |
| CPPWMT3044A | Identify wastes and hazards | 15 |
| CPPWMT3046A | Conduct resource recovery | 30 |
| CPPWMT3051A | Dispose of waste water to sewer | 30 |
| CPPWMT3054A | Maintain credit control | 15 |
| CPPWMT3059A | Plan and conduct waste assessments | 15 |
| CPPWMT3063A | Apply safe operational practices when vehicles contact overhead wires | 20 |
| CPPWMT4001A | Plan waste audits | 50 |
| CPPWMT4002A | Carry out waste audits | 15 |
| CPPWMT4003A | Review, evaluate and document waste assessment findings | 40 |
| CPPWMT4006A | Organise waste recovery | 15 |
| CPPWMT4007A | Implement waste management plans | 20 |
| CPPWMT4022A | Monitor waste disposal sites | 40 |
| CPPWMT4027A | Select and obtain waste management plant, equipment and materials | 30 |
| CPPWMT4030A | Determine waste management services | 20 |
| CPPWMT4032A | Inform and educate clients on waste management issues | 20 |
| CPPWMT4035A | Undertake waste process audits | 40 |
| CPPWMT4037A | Conduct minor maintenance and repairs on waste processing plant and equipment | 20 |
| CPPWMT4050A | Deliver training in hazard identification and waste emergency responses | 50 |
| CPPWMT4052A | Organise waste management operations | 30 |
| CPPWMT4053A | Conduct and monitor waste management operations | 30 |
| CPPWMT4055A | Develop waste management proposals | 50 |
| CPPWMT4056A | Implement landfill rehabilitation plans | 30 |
| CPPWMT4060A | Apply lean management techniques | 60 |
| CPPWMT4062A | Apply waste avoidance techniques | 60 |
| CPPWMT5004A | Develop waste management strategies | 40 |
| CPPWMT5031A | Prepare detailed tenders | 40 |
| CPPWMT5036A | Develop waste management plans | 40 |
| CPPWMT5045A | Develop site safety plans | 80 |

CONTACTS AND LINKS

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| **Curriculum Maintenance Manager (CMM)** |
| CMM Business Industries(For all sectors except Building Design) | The CMM Service is provided on behalf of Higher Education and Skills.CMM Service Executive Officers can assist with questions on payable and nominal hours. | Alan DanielAddress: C/- Chisholm Institute, P O Box 684,Dandenong, 3175Phone/fax:9238 8501/9238 8504Email: Alan.Daniel@chisholm.edu.au |
| CMM Building Industries (For Building Design sector only) | Teresa SignorelloAddress: C/- Holmesglen, PO Box 42, Holmesglen, Victoria Australia 3148Phone/fax 03 9564 7987/03 9564 1538Email: Teresa.signorello@holmesglen.edu.au  |
| **Service Skills Organisation (SSO)** |
| Artibus Innovation | This SSO is responsible for developing this **CPP07 Property Services Training Package** and can be contacted for further information. | Address: 373 Elizabeth Street, North Hobart TAS 7000Phone (03 6218 2841Email: enquiries@artibus.com.auThe SSO website can be found [here](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, qualifications, courses, units of competency and RTOs. | See the [National Register](http://training.gov.au/) for more information. |
| **Australian Government** |
| Department of Employment, Skills, Small and Family Business  | The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training.  | See the [Commonwealth Department of Employment, Skills, Small and Family Business website](https://www.jobs.gov.au/) for more information.  |
| **State Government** |
| Department of Education and Training (DET)  | DET is the State Training Authority responsible for supporting implementation of Vocational Education and Training (VET) in Victoria.  | (03) 9637 2000See the [Victorian Department of Education and Training website](http://www.education.vic.gov.au/) for more information. |
| **National VET Regulatory Authority** |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector.  | Info line: 1300 701 801 See the [ASQA website](http://www.asqa.gov.au/) for more information. |
| **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 See the [VRQA website](http://www.vrqa.vic.gov.au/) for more information.  |

GLOSSARY

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| **Code** | Nationally endorsed Training Package qualification code. |
| **Title** | Nationally endorsed Training Package qualification title. |
| **Unit Code** | Nationally endorsed Training Package unit code. |
| **Unit Title** | Nationally endorsed Training Package unit title. |
| **Maximum Payable Hours** | The maximum number of hours the Victorian Government will subsidise under Skills First funding for the achievement of the minimum realistic vocational outcome of the 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.   Minimum payable hours reflect a calculated minimum number of hours that could deliver a minimum realistic vocational outcome, based on efficiencies of contextualisation and integration. |
| **Scope of Registration** | Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide. |
| **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. |