

**Water Training Package
Victorian Purchasing Guide
Version No 2
July 2011**

**NWP07 Water Training Package
Version No 2**



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Purchasing Guide — Version History

Purchasing Guide Version	Date Approved	Training Package Version	Comments
2	08/07/2011	2	<p>NWP10107 Certificate I in Water Sustainability is updated to NWP10110 Certificate I in Water Sustainability and has minor changes to core and five electives units, for appropriate delivery in schools.</p> <p>Certificate III in Water Operations has six new units and two updated imported core units.</p> <p>Certificate IV in Water Operations has fifteen new or updated units and four additional imported units.</p> <p>Diploma of Water Operations has four new units.</p> <p>Also imported units have been updated to new codes. Skill sets have been developed for dam safety monitoring, water metering and hydrography.</p> <p>Refer to the Version modification history section of the NWP07 Water Training Package Version 2, Volume 1, available on the National Training Information Service website.</p>
1	25/09/2008	1	Initial release

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VICTORIAN PURCHASING GUIDES

The Victorian Purchasing Guide provides information to assist Registered Training Organisations, teachers/trainers and assessors in using nationally endorsed industry Training Packages within Victoria. You can view, download or print your own copy of the Purchasing Guide from the [Training Support Network](#).

Definitions used in this Purchasing Guide

Term	Definition
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.
Nominal Hours	The anticipated hours of supervised learning or training deemed necessary in order to adequately present the educational material. These hours are determined by the Victorian State Training Authority. Nominal hours may vary for a qualification depending on the units of competency selected.
Replaced Qualification Code	National identifier of the accredited course or Training Package qualification replaced by this Training Package.
Replaced Qualification Title	National title of the accredited course or Training Package qualification replaced by this Training Package.
No New Enrolments In	The date from which all new enrolments must be in this Training Package qualification and no new enrolments are to be accepted in the accredited courses or previous version of the Training Package.
Scope of Registration	<p>The scope that identifies the particular services and products that can be provided by a Registered Training Organisation (RTO). A Registered Training Organisation can be registered to provide either:</p> <ul style="list-style-type: none">• Training delivery services, assessment and products, and issue Australian Qualifications Framework qualifications and Statements of Attainment; or• Assessment services and products, and issue Australian Qualifications Framework qualifications and Statements of Attainment. <p>In addition, 'scope of registration' is defined by Australian Qualifications Framework qualifications and/or Units of Competency.</p>

Apprenticeships and Traineeships	Apprenticeships and Traineeships combine practical work with structured training under a training contract to give people an industry relevant nationally recognised qualification.
Pre-requisite	A pre-requisite unit is a unit in which the candidate must be deemed competent prior to the determination of competency in the unit.
Entry Requirement	Entry requirements do not form part of a qualification. They are specified where prior knowledge skill and experience is considered necessary.
Practical Placement	<p>Practical placement refers to any structured workplace learning, including but not limited to, work observation and work experience undertaken by a student as part of a technical and further education course.</p> <p>Used as a delivery strategy, it forms part of a course to enhance student learning.</p> <p>Practical placement does not apply for an apprentice or trainee under a registered training contract.</p> <p>Practical Placement Guidelines are available from: http://www.skills.vic.gov.au/corporate/providers/training-organisations/practical-placement-guidelines</p>

What are Training Packages?

Training Packages are sets of nationally endorsed standards and qualifications for recognising and assessing people's skills. A Training Package describes the skills and knowledge needed to perform effectively in the workplace. They do not prescribe how an individual should be trained. Teachers and trainers develop learning strategies — the 'how' — depending on learners' needs, abilities and circumstances.

Training Packages are developed by industry through [National Industry Skills Councils](#) to meet the identified training needs of specific industries or industry sectors. To gain national endorsement, developers must provide evidence of extensive consultation and support within the industry area or enterprise.

Training Packages complete a quality assurance process and are then endorsed by the [National Quality Council \(NQC\)](#) and placed on the [National Training Information Service \(NTIS\)](#).

NWP07 WATER TRAINING PACKAGE PURCHASING GUIDE

INTRODUCTION

If you are a teacher, trainer or assessor in a Registered Training Organisation (RTO), this Guide will assist you in using the **NWP07 Water Training Package Version 2**. The Guide must be read in conjunction with the Training Package endorsed components (the competency standards, assessment guidelines and qualifications framework).

What do I need to deliver this Training Package?

All training delivery and assessment must be conducted by an RTO that has the Training Package qualifications or specific units of competency on its scope of registration, or that works in partnership with another Registered Training Organisation that does, under the quality arrangements outlined in the current version of the [Australian Quality Training Framework \(AQTF\)](#).

You must have a copy of the endorsed components of the Training Package and be a qualified trainer or assessor in line with the requirements of the Australian Quality Training Framework (AQTF) *AQTF Essential Conditions and Standards*.

Where do I get this Training Package?

You can purchase the Training Package from [TVET Australia](#) or the Industry Skills Council (see 'Links and Contacts'). In addition, you can view and download the endorsed components from the [National Training Information Service](#).

REGISTRATION

Under the [AQTF Essential Conditions and Standards](#) RTOs issue nationally recognised qualifications and Statements of Attainment in the vocational education and training sector.

To offer qualifications and Statements of Attainment from the **NWP07 Water Training Package Version 2**, RTOs must have the Training Package qualifications and/or relevant units of competency on their scope of registration.

How does a training organisation become registered?

To gain and maintain registration, RTOs must comply with the nationally agreed standards for training organisations under the AQTF Essential Conditions and Standards across a specified scope of qualifications.

The Victorian registering body registers training organisations and audits them for compliance with the *AQTF Essential Conditions and Standards*.

Details regarding registration as a Training Organisation in Victoria can be found at the [Victorian Registration and Qualifications Authority \(VRQA\)](#).

What are the AQTF Essential Conditions and Standards for Registration?

The *AQTF Essential Conditions and Standards for Initial Registration and for Continuing Registration* are the nationally agreed standards for training organisations under the *Australian Quality Training Framework* adopted by ministers for vocational education and training. The revised *Essential Conditions and Standards for Initial Registration and for Continuing Registration of Training Organisations* and *AQTF Standards for State and Territory Registering bodies* were introduced on and effective from 1 July 2010. Support publications are available at www.training.com.au.

QUALIFICATIONS

Code	Title	Range of Nominal Hours	Comments
NWP10110	Certificate I in Water Sustainability	168 – 250	
NWP20107	Certificate II in Water Operations	204 – 350	
NWP30107	Certificate III in Water Operations	310 – 660	
NWP40107	Certificate IV in Water Operations	340 – 680	
NWP50107	Diploma of Water Operations	370 – 850	
NWP70107	Vocational Graduate Certificate in Water Industry Leadership	440 – 480	The Vocational Graduate Certificate in Water Industry Leadership supports graduate entrants to the water industry who require industry-specific context to add to their broad academic education gained in, for example, engineering, applied science or chemistry. It also supports experienced existing workers seeking to extend their career opportunities.

- Nominal hour range for qualification — includes the units in the qualification and their prerequisites.
- In addition, some qualifications have an entry requirement of specified units or their equivalent. These units have a nominal hour value that is not included in the nominal hours as they are outside the qualification packaging rules.

TRANSITION

Transition arrangements apply where existing accredited courses, or Training Package qualifications, are replaced by qualifications from the **NWP07 Water Training Package Version 2**.

What about currently enrolled students?

Where possible, you should give currently enrolled students the opportunity to transfer to the most current qualification and be mindful of your obligations under Condition 9, of the AQTF Essential Conditions and Standards for Initial and for Continuing Registration. The Transition Arrangements table of this Guide provides information to assist this process. When making the decision to transfer to the revised qualification, consider issues such as the proportion of the qualification that has been completed by the learner, the degree of alignment with the revised qualification, apprenticeship or traineeship arrangements, and any potential advantage or disadvantage to learners.

Transition Arrangements for Version 2 of this Purchasing Guide

The following qualifications have modified packaging rules to meet both NQC Flexible Packaging Rules requirements (the [NQC Special Bulletin of December 2009](#) outlines these changes) and the inclusion of Sustainability Skills (Action 2.3.2.1 of the [National VET Sector Sustainability Policy and Action Plan](#)). **These qualifications have not been recoded.** RTOs delivering one or more of the following qualifications will **not** need to reapply for scope of registration with the VRQA. RTOs must not deliver against the superseded packaging rules for new students enrolled after **31 December 2011**.

Transition Table for Modified Qualifications which have not been recoded	
Training Package Qualification Code	Training Package Qualification Title
NWP20107	Certificate II in Water Operations
NWP30107	Certificate III in Water Operations
NWP40107	Certificate IV in Water Operations
NWP50107	Diploma of Water Operations
NWP70107	Vocational Graduate Certificate in Water Industry Leadership

TRANSITION TABLE FOR EQUIVALENT QUALIFICATION

The following qualification is **equivalent** to the replaced qualification. RTOs delivering the following replaced qualification and units in the qualification, will be able to apply to have their scope of registration updated with the revised qualification by completing a self assessment and emailing/faxing back the form supplied by the VRQA. There should be no new enrolments in the replaced qualification after 30 June 2012.

Training Package Qualification Code	Training Package Qualification Title	Replaced Qualification Code	Replaced Qualification Title
NWP10110	Certificate I in Water Sustainability	NWP10107	Certificate I in Water Sustainability

ENDORSEMENT PERIOD FOR TRAINING PACKAGES

There is a difference between the accreditation period of a state accredited course and the endorsement of a Training Package qualification. For Training Packages, the National Quality Council specifies a date that the review of the Training Package is to be completed. This date is not an expiry date; therefore, Training Package qualifications are current until they are replaced by qualifications in the reviewed or re-endorsed Training Package. In the case of a course, currency is for a fixed period of time determined at the time of accreditation and is recorded on the National Training Information Service (NTIS).

UNITS OF COMPETENCY AND NOMINAL HOURS

RTOs are advised that there is a mapping inside the Training Package that describes the relationship between new units and superseded or replaced units from the previous version of **NWP07 Water Training Package Version 2**. RTOs should be familiar with the mapping tables contained within the current Training Package.

You must be sure that all training and assessment leading to qualifications or Statements of Attainment from the **NWP07 Water Training Package Version 2** is conducted against the Training Package units of competency and complies with the requirements in the assessment guidelines.

Listing of the Units of Competency and Nominal Hours

Unit Code	Unit Title	Nominal Hours
NWP101B	Investigate sustainable water cycle management	30
NWP102B	Design a basic water system model	30
NWP103B	Demonstrate care and safe practices	20
NWP104B	Sample and test water sources and quality	40
NWP105B	Draw and use simple maps, plans and drawings	20
NWP201B	Follow defined OHS procedures and regulatory requirements	30
NWP202B	Apply environmental and licensing procedures	30
NWP203B	Plan and organise personal work activities	20
NWP207A	Work effectively in the water industry	20
NWP208A	Perform basic wastewater tests	20
NWP209B	Use maps, plans, drawings and specifications	30
NWP210B	Perform basic water quality tests	20
NWP211B	Use computerised systems	20
NWP213B	Monitor and operate irrigation and domestic delivery systems	30
NWP215B	Install and replace basic volumetric metering equipment	30
NWP216B	Install basic metering equipment and flow control devices for irrigation systems	30
NWP218B	Perform and record sampling	20
NWP219A	Work safely in confined spaces	20
NWP220B	Collect and control drainage run-off	20
NWP221A	Operate basic flow control and regulating devices in water or wastewater treatment network systems	20
NWP222A	Operate basic flow control and regulating devices in irrigation systems	20
NWP223A	Install basic metering equipment, flow control and regulating devices	40
NWP226B	Prepare and restore work site	30
NWP227B	Control vegetation on a site	20
NWP229B	Repair minor structures	20

Unit Code	Unit Title	Nominal Hours
NWP230B	Maintain and repair irrigation channels and drains	30
NWP231B	Maintain and repair drainage assets	30
NWP232B	Operate water reticulation and distribution system	30
NWP233B	Construct and install water distribution assets	30
NWP234B	Locate, identify and protect utility services	30
NWP239B	Identify and apply water entitlements and delivery processes	30
NWP240B	Inspect and report catchment and surrounding areas	20
NWP241B	Inspect and maintain basic dams and water storages	30
NWP242B	Monitor and report water extraction	20
NWP243B	Operate bore fields and groundwater source systems	20
NWP244B	Maintain and repair bulk water assets	30
NWP245B	Maintain tanks and water storage assets	30
NWP246B	Inspect and maintain public facilities	20
NWP247A	Maintain catchment and surrounding areas	40
NWP250B	Construct and install wastewater pipelines	30
NWP251B	Construct open earthen channels or drains	30
NWP252B	Construct and install irrigation delivery and stormwater drainage assets	30
NWP253B	Install and repair water services	40
NWP254B	Repair or insert water distribution assets	30
NWP255B	Maintain and repair wastewater collection assets	20
NWP256B	Monitor and report water distribution systems	30
NWP257B	Maintain and repair wastewater collection systems	30
NWP258B	Monitor and operate bulkwater transfer systems	30
NWP259B	Operate, monitor and maintain pump stations	30
NWP260A	Monitor and report water treatment processes	30
NWP261A	Operate and maintain water treatment plant and equipment	30
NWP262A	Monitor and report wastewater treatment processes	30
NWP263A	Operate and maintain wastewater treatment plant and equipment	30
NWP264B	Monitor, operate and report wastewater pre-treatment processes	20
NWP268B	Monitor, operate and report chlorine disinfection systems	30
NWP270B	Monitor, operate and report basic anaerobic processes	20
NWP271B	Monitor, operate and report sedimentation processes	20
NWP272B	Monitor, operate and report wastewater lagoon processes	30
NWP273A	Monitor, operate and report ultraviolet irradiation disinfection systems	20

Unit Code	Unit Title	Nominal Hours
NWP274A	Monitor, operate and report ozone treatment systems	30
NWP275A	Monitor, operate and report chlorine dioxide systems	30
NWP276A	Monitor, operate and report fluoridation systems	20
NWP277A	Work safely with liquefied chlorine gas	10
NWP278A	Perform blue green algae sampling	10
NWP300B	Provide and promote customer service	20
NWP301B	Implement, monitor and coordinate environmental procedures	40
NWP302A	Install meters for non-potable, non-urban water supplies	30
NWP303A	Monitor and control maintenance of water and wastewater system assets	50
NWP304A	Maintain meter for non-potable, non-urban water supplies	20
NWP305B	Monitor and conduct maintenance of complex flow-control and metering devices	40
NWP308B	Test and commission wastewater collection systems	40
NWP309B	Test and commission water distribution systems	40
NWP310B	Monitor and operate water distribution systems	40
NWP311B	Monitor and operate wastewater collection and transfer systems	40
NWP315B	Investigate and report breaches of water industry legislation	40
NWP316B	Monitor and schedule water deliveries	40
NWP317B	Control water quality in distribution systems	30
NWP318A	Monitor and operate gated spillways	50
NWP319A	Monitor and control dam operations	50
NWP320B	Monitor and implement dam maintenance	30
NWP321B	Inspect and operate groundwater regulation	40
NWP322B	Inspect and operate surface water systems	40
NWP323B	Monitor and coordinate catchment operations	30
NWP324B	Inspect and report river regulation operations	30
NWP326A	Conduct and report dam safety instrumentation monitoring	30
NWP327A	Inspect and report on concrete dam safety	30
NWP328A	Inspect and report on embankment dam safety	30
NWP330B	Establish positions of underground utilities using locating devices	30
NWP331B	Inspect conduit and report on condition and features	40
NWP332B	Monitor, operate and control drainage operations	40
NWP333B	Monitor and control rural water distribution operations	40

Unit Code	Unit Title	Nominal Hours
NWP338B	Perform odour and infiltration investigations	40
NWP339B	Perform leak detection	40
NWP340A	Measure and process hydrometric stream discharge data using wading gauging's	60
NWP341A	Install and maintain hydrometric instruments and equipment	80
NWP342A	Commission, decommission and monitor hydrometric sites, stations and facilities	100
NWP345B	Monitor, operate and control water treatment processes	70
NWP346B	Monitor, operate and control wastewater treatment processes	70
NWP347B	Monitor, operate and control coagulation and flocculation processes	50
NWP348B	Monitor, operate and control sedimentation and clarification processes	40
NWP349B	Monitor, operate and control incineration processes	40
NWP350B	Monitor, operate and control aerobic bioreactor processes	30
NWP351B	Monitor, operate and control activated sludge processes	50
NWP352B	Monitor, operate and control dissolved air flotation processes	30
NWP353B	Monitor, operate and control anaerobic bioreactor processes	40
NWP354B	Monitor, operate and control granular media filtration processes	50
NWP355B	Monitor, operate and control membrane filtration processes	30
NWP356B	Monitor, operate and control ion exchange processes	30
NWP357B	Monitor, operate and control reverse osmosis and nano-filtration processes	30
NWP359B	Monitor, operate and control nutrient removal processes	40
NWP360B	Monitor, operate and control dewatering processes	30
NWP361B	Monitor, operate and control gas scrubber treatment processes	30
NWP362B	Monitor, operate and control reclaimed water irrigation	40
NWP363B	Monitor performance and control maintenance of treatment plant assets	40
NWP364B	Perform laboratory testing	40
NWP365A	Identify and confirm blue green algae outbreaks	20
NWP366A	Monitor, operate and control chloramination disinfection processes	40
NWP367A	Monitor, operate and control activated carbon adsorption processes	30
NWP368A	Respond to blue green algae incidents	30
NWP401B	Coordinate and monitor the application of environmental plans and procedures	80

Unit Code	Unit Title	Nominal Hours
NWP403A	Investigate and plan the optimisation of potable water distribution systems	50
NWP404A	Apply principles of chemistry to water systems and processes	50
NWP406A	Investigate and plan the optimisation of granular media filtration	60
NWP407A	Investigate and plan the optimisation of dissolved air flotation	60
NWP408A	Investigate and plan the optimisation of sedimentation and clarification processes	60
NWP409A	Investigate and plan to optimise the operation of chemical addition processes	60
NWP410C	Coordinate and monitor asset construction and maintenance	70
NWP411A	Select treatment requirements for waterborne microorganisms	50
NWP412A	Investigate and plan the optimisation of activated sludge processes	60
NWP413A	Investigate and plan the optimisation of anaerobic treatment processes	60
NWP414A	Select strategies to control microbial impact on wastewater treatment processes	40
NWP415B	Coordinate and monitor surface water systems	60
NWP416B	Coordinate and monitor water storage catchment activities	60
NWP417B	Coordinate and monitor groundwater system usage	60
NWP418B	Coordinate and monitor bulk water system operations	60
NWP419B	Coordinate and monitor river system usage	60
NWP420A	Install, operate and maintain hydrologic instruments and equipment	130
NWP421A	Collect, measure and process hydrometric stream discharge gauging	100
NWP425B	Coordinate and monitor the operation of irrigation delivery systems	60
NWP426B	Coordinate and monitor the operation of portable water systems	60
NWP427B	Coordinate and monitor the operation of drainage systems	60
NWP428B	Coordinate and monitor the operation of wastewater collection systems	60
NWP429B	Coordinate, implement and report trade waste monitoring procedures	60
NWP430A	Evaluate, implement and monitor standard low-risk trade waste discharge approvals	60
NWP431A	Investigate, rectify and report on trade waste incidents	70
NWP432A	Contribute to the continuous improvement of quality systems	40
NWP440A	Supervise conduit inspection and reporting	40

Unit Code	Unit Title	Nominal Hours
NWP504A	Collect and manage hydrometric station survey data	60
NWP505B	Implement and monitor environmental management policies, plans, procedures and programs	100
NWP508A	Apply principles of hydraulics to pipe and channel flow	160
NWP509A	Collect, verify and report hydrometric time series data	100
NWP510A	Develop and maintain ratings	100
NWP511B	Manage large dam safety surveillance	100
NWP512B	Implement and manage catchment management plan	120
NWP513B	Develop and review catchment management plan	100
NWP514B	Implement and manage groundwater management plan	100
NWP515B	Develop and review groundwater management plan	100
NWP516B	Implement and manage surface water management plan	120
NWP517B	Develop and review surface water management plan	120
NWP518B	Prepare and report on data related to flood mitigation	80
NWP519B	Develop and report flood mitigation	80
NWP520A	Contribute to hydrometric planning and water resource management	100
NWP525B	Implement and manage asset construction and maintenance	100
NWP527B	Conduct commissioning and post-commissioning activities	120
NWP528B	Implement and manage trade waste management policies and plans	80
NWP529B	Develop and modify trade waste management policies and plans	100
NWP530B	Implement and manage the operation and maintenance of irrigation delivery systems	80
NWP531B	Develop and review irrigation system's management plan	100
NWP532B	Implement and manage potable water system management plan	80
NWP533B	Develop and review potable water system management plan	100
NWP534B	Implement and manage drainage system management plan	80
NWP535B	Develop and review drainage system management plan	100
NWP536B	Implement and manage wastewater collection management plan	80
NWP537B	Develop and review wastewater collection management plan	100
NWP545B	Implement and manage management plan for water treatment processes monitoring program	80
NWP546B	Develop and review water treatment processes management plan	120

Unit Code	Unit Title	Nominal Hours
NWP547B	Implement and manage wastewater treatment processes monitoring program	80
NWP548B	Develop and review wastewater treatment management plan	120
NWP551A	Evaluate, implement and monitor high-risk trade waste discharge approvals	120
NWP701A	Contribute to the development of a complex water organisation	100
NWP702A	Apply water industry legislation, codes and standards	100
NWP703A	Lead water planning processes	120
NWP704A	Lead a project development	120
NWP705A	Provide leadership in hydrometric network planning and water resource management	120
NWP706A	Review and evaluate water and wastewater sustainability objectives	120
NWP707A	Analyse and review water treatment plant technology	120
Imported units		
BSBFIM501A	Manage budgets and financial plans	70
BSBITU201A	Produce simple word processed documents	60
BSBITU202A	Create and use spreadsheets	30
BSBLED101A	Plan skills development	20
BSBMGT402A	Implement operational plan	40
BSBMGT515A	Manage operational plan	60
BSBOHS303B	Contribute to OHS hazard identification and risk assessment	30
BSBWOR204A	Use business technology	20
BSBWOR301A	Organise personal work priorities and development	30
BSBWOR404A	Develop work priorities	40
CPPSIS4002A	Store and retrieve spatial data	50
CPPSIS5002A	Capture new spatial data	100
CPPSIS5010A	Collate and interpret spatial data	20
LGACOM405B	Implement and monitor the organisation's OHS policies, procedures and programs within the work group or section	20
LGAWORK404A	Manage a civil works project	80
LGAWORK405A	Plan and supervise road works	80
LGAWORK406A	Supervise concrete works	40
LGAWORK501A	Prepare preliminary design for operational works	60
LGAWORK502A	Prepare detailed works project documentation	180
LGAWORK503A	Undertake project investigation	40

Unit Code	Unit Title	Nominal Hours
MEM30027A	Prepare basic programs for programmable logic controllers	20
MSACMT461A	Facilitate SCADA systems in a manufacturing team or work area	50
PSPPROC414A	Manage contracts	40
PSPPROC506A	Plan to manage a contract	50
PSPSOHS501A	Participate in the coordination and maintenance of a systematic approach to managing OHS	50
RIICCM205A	Carry out manual excavation	8
RIICCM210A	Install trench support	16
RTD3507A	Undertake sampling and testing of water	70

SAMPLE TRAINING PROGRAMS

Training Packages allow for flexibility in delivery strategies. You are encouraged to address the requirements of specific enterprises, industry sectors and individuals while maintaining nationally agreed standards. Sample training programs are examples provided to help you to see the potential flexibility of the Training Package. In no way are they mandatory. They are not offered as the preferred or only way to deliver the training — they simply show one possible option.

Do I have to devise a training program?

Under the *AQTF Essential Conditions and Standards for Initial and for Continuing Registration*, each Registered Training Organisation must devise and implement strategies for training delivery and assessment for every qualification (or part of a qualification) it provides.

In devising training programs, you must carefully analyse the qualification packaging rules in the Training Package to ensure the training covers all the required competencies and any pre-requisites. Then, depending on factors such as your region, State or Territory of operation, training pathways, learner and industry needs, you can select the most appropriate electives for inclusion.

The following sample training programs are for qualifications in the **NWP07 Water Training Package Version 2**. To view more sample training programs go to [Australian Apprenticeships Training Information Service](#) and follow the links to 'Sample Training Programs'.

Occupation / Work Function	Prevocational qualification – pre-employment preparatory qualification	
Qualification Title	Certificate I in Water Sustainability	
Qualification Code	NWP10207	
Description	This is an introductory qualification that provides a pathway into the water industry.	
Unit Code	Unit Title	Hours
Core		
NWP101B	Investigate sustainable water cycle management	30
NWP102B	Design a basic water system model	30
NWP103B	Demonstrate care and safe practices	20
NWP104B	Sample and test water sources and quality	40
Electives		
NWP105B	Draw and use simple maps, plans and drawings	20
BSBWOR204A	Use business technology	20
BSBITU201A	Produce simple word processed documents	60
Total Hours		220

Occupation / Work Function	Irrigation Operations Officer	
Qualification Title	Certificate II in Water Operations	
Qualification Code	NWP20107	
Description	This qualification has been designed for a water industry worker who operates a set of channels to supply farms for irrigation and/or domestic and stock supplies.	
Unit Code	Unit Title	Hours
Core		
NWP201B	Follow defined OHS procedures and regulatory requirements	30
NWP202B	Apply environmental and licensing procedures	30
NWP203B	Plan and organise personal work activities	20
Electives		
NWP207A	Work effectively in the water industry	20
NWP209B	Use maps, plans, drawings and specifications	30
NWP213B	Monitor and operate irrigation and domestic delivery systems	30
NWP216B	Install basic metering equipment and flow control devices for irrigation systems	30
NWP222A	Operate basic flow control and regulating devices in irrigation systems	20
NWP229B	Repair minor structures	20
NWP239B	Identify and apply water entitlements and delivery processes	30
NWP278A	Perform blue green algae sampling	10
Total Hours		270

Occupation / Work Function	Irrigation Construction and Maintenance	
Qualification Title	Certificate II in Water Operations	
Qualification Code	NWP20107	
Description	This qualification has been designed for a water industry worker who operates a wastewater treatment/water reclamation plant.	
Unit Code	Unit Title	Hours
Core		
NWP201B	Follow defined OHS procedures and regulatory requirements	30
NWP202B	Apply environmental and licensing procedures	30
NWP203B	Plan and organise personal work activities	20
Electives		
NWP208A	Perform basic wastewater tests	20
NWP216B	Install basic metering equipment and flow control devices for irrigation systems	30
NWP226B	Prepare and restore work site	30
NWP227B	Control vegetation on site	20
NWP229B	Repair minor structures	20
NWP230B	Maintain and repair irrigation channels and drains	30
NWP231B	Maintain and repair drainage assets	30
NWP251B	Construct open earthen channels or drains	30
Total Hours		290

Occupation / Work Function	Diversions Officer	
Qualification Title	Certificate II in Water Operations	
Qualification Code	NWP20107	
Description	This qualification has been designed for a water industry worker who inspects and operates groundwater and surface water systems and measures and reports river flows.	
Unit Code	Unit Title	Hours
Core		
NWP201B	Follow defined OHS procedures and regulatory requirements	30
NWP202B	Apply environmental and licensing procedures	30
NWP203B	Plan and organise personal work activities	20
Electives		
NWP207A	Work effectively in the water industry	20
NWP208A	Perform basic wastewater tests	20
NWP216B	Install basic metering equipment and flow control devices for irrigation systems	30
NWP226B	Prepare and restore work site	30
NWP229B	Repair minor structures	20
NWP239B	Identify and apply water entitlements and delivery processes	30
NWP240B	Inspect and report catchment and surrounding areas	20
NWP242B	Monitor and report water extraction	20
Total Hours		270

Occupation / Work Function	Dam Operator	
Qualification Title	Certificate II in Water Operations	
Qualification Code	NWP20107	
Description	This qualification has been designed for a water industry worker who inspects and maintains basic dams and water storages.	
Unit Code	Unit Title	Hours
Core		
NWP201B	Follow defined OHS procedures and regulatory requirements	30
NWP202B	Apply environmental and licensing procedures	30
NWP203B	Plan and organise personal work activities	20
Electives		
NWP207A	Work effectively in the water industry	20
NWP208A	Perform basic wastewater tests	20
NWP226B	Prepare and restore work site	30
NWP229B	Repair minor structures	20
NWP240B	Inspect and report catchment and surrounding areas	20
NWP241B	Inspect and maintain basic dams and water storages	30
NWP244B	Maintain and repair bulk water assets	30
NWP246B	Inspect and maintain public facilities	20
Total Hours		270

Occupation / Work Function	Water Treatment Plant Operator	
Qualification Title	Certificate II in Water Operations	
Qualification Code	NWP20107	
Description	This qualification has been designed for a water industry worker who operates a water treatment plant.	
Unit Code	Unit Title	Hours
Core		
NWP201B	Follow defined OHS procedures and regulatory requirements	30
NWP202B	Apply environmental and licensing procedures	30
NWP203B	Plan and organise personal work activities	20
Electives		
NWP210B	Perform basic water quality tests	20
NWP211B	Use computerised systems	20
NWP218B	Perform and record sampling	20
NWP219A	Work safely in confined spaces	20
NWP260A	Monitor and report water treatment processes	30
NWP261A	Operate and maintain water treatment plant and equipment	30
NWP268B	Monitor, operate and report chlorine disinfection systems	30
NWP277A	Work safely with liquefied chlorine gas	10
Total Hours		260

Occupation / Work Function	Wastewater Treatment Plant Operator	
Qualification Title	Certificate II in Water Operations	
Qualification Code	NWP20107	
Description	This qualification has been designed for a water industry worker who operates a wastewater treatment/water reclamation plant.	
Unit Code	Unit Title	Hours
Core		
NWP201B	Follow defined OHS procedures and regulatory requirements	30
NWP202B	Apply environmental and licensing procedures	30
NWP203B	Plan and organise personal work activities	20
Electives		
NWP208A	Perform basic wastewater tests	20
NWP218B	Perform and record sampling	20
NWP219A	Work safely in confined spaces	20
NWP262A	Monitor and report wastewater treatment processes	30
NWP263A	Operate and maintain wastewater treatment plant and equipment	30
NWP264B	Monitor, operate and report wastewater pre-treatment processes	20
NWP272B	Monitor, operate and report wastewater lagoon processes	30
NWP278A	Perform blue green algae sampling	10
Total Hours		260

Occupation / Work Function	Irrigation Operations Officer	
Qualification Title	Certificate III in Water Operations	
Qualification Code	NWP30107	
Description	This qualification has been designed for a person who specialises in irrigation and/or stock and domestic water delivery.	
Unit Code	Unit Title	Hours
Core		
BSBOHS303A	Contribute to OHS hazard identification and risk assessment	30
BSBWOR301A	Organise personal work priorities and development	30
NWP301B	Implement, monitor and coordinate environmental procedures	40
Electives		
NWP210B	Perform basic water quality tests	20
NWP220B	Collect and control drainage run-off	20
NWP256B	Monitor and report water distribution systems	30
NWP300B	Provide and promote customer service	20
NWP308B	Test and commission wastewater collection systems	40
NWP315B	Investigate and report breaches of water industry legislation	40
NWP316B	Monitor and schedule water deliveries	40
NWP333B	Monitor and control rural water distribution operations	40
Total Hours		350

Occupation / Work Function	Diversions Officer	
Qualification Title	Certificate III in Water Operations	
Qualification Code	NWP30107	
Description	This qualification has been designed for a water industry worker who specialises in inspection and operation of groundwater and surface water systems and measurement and reporting of river flows.	
Unit Code	Unit Title	Hours
Core		
BSBOHS303A	Contribute to OHS hazard identification and risk assessment	30
BSBWOR301A	Organise personal work priorities and development	30
NWP301B	Implement, monitor and coordinate environmental procedures	40
Electives		
NWP300B	Provide and promote customer service	20
NWP305B	Monitor and conduct maintenance of complex flow-control and metering devices	40
NWP315B	Investigate and report breaches of water industry legislation	40
NWP316B	Monitor and schedule water deliveries	40
NWP321B	Inspect and operate groundwater regulation	40
NWP322B	Inspect and operate surface water systems	40
NWP324B	Inspect and report river regulation operations	30
NWP365A	Identify and confirm blue green algae outbreaks	20
Total Hours		370

Occupation / Work Function	Dam Operator	
Qualification Title	Certificate III in Water Operations	
Qualification Code	NWP30107	
Description	This qualification has been designed for a water industry worker who specialises in dam safety inspection and dam operation and maintenance.	
Unit Code	Unit Title	Hours
Core		
BSBOHS303A	Contribute to OHS hazard identification and risk assessment	30
BSBWOR301A	Organise personal work priorities and development	30
NWP301B	Implement, monitor and coordinate environmental procedures	40
Electives		
NWP246B	Inspect and maintain public facilities	20
NWP318A	Monitor and operate gated spillways	50
NWP319A	Monitor and control dam operations	50
NWP320B	Monitor and implement dam maintenance	30
NWP327A	Inspect and report on concrete dam safety	30
NWP328A	Inspect and report on embankment dam safety	30
NWP365A	Identify and confirm blue green algae outbreaks	20
NWP368A	Respond to blue green algae incidents	30
Total Hours		360

Occupation / Work Function	Water Treatment Plant Operator	
Qualification Title	Certificate III in Water Operations	
Qualification Code	NWP30107	
Description	This qualification has been designed for a person who specialises in operating a water treatment plant.	
Unit Code	Unit Title	Hours
Core		
BSBOHS303A	Contribute to OHS hazard identification and risk assessment	30
BSBWOR301A	Organise personal work priorities and development	30
NWP301B	Implement, monitor and coordinate environmental procedures	40
Electives		
NWP268B	Monitor, operate and report chlorine disinfection systems	30
NWP300B	Provide and promote customer service	20
NWP347B	Monitor, operate and control coagulation and flocculation processes	50
NWP348B	Monitor, operate and control sedimentation and clarification processes	40
NWP354B	Monitor, operate and control granular media filtration processes	50
NWP363B	Monitor performance and control maintenance of treatment plant assets	40
NWP364B	Perform laboratory testing	40
NWP366A	Monitor, operate and control chloramination disinfection processes	40
Total Hours		410

Occupation / Work Function	Wastewater Treatment Plant Operator	
Qualification Title	Certificate III in Water Operations	
Qualification Code	NWP30107	
Description	This qualification has been designed for a person who specialises in operating a wastewater treatment/water reclamation plant.	
Unit Code	Unit Title	Hours
Core		
BSBOHS303A	Contribute to OHS hazard identification and risk assessment	30
BSBWOR301A	Organise personal work priorities and development	30
NWP301B	Implement, monitor and coordinate environmental procedures	40
Electives		
NWP273A	Monitor, operate and report ultraviolet irradiation disinfection systems	20
NWP346B	Monitor, operate and control wastewater treatment processes	70
NWP351B	Monitor, operate and control activated sludge processes	50
NWP359B	Monitor, operate and control nutrient removal processes	40
NWP360B	Monitor, operate and control dewatering processes	30
NWP362B	Monitor, operate and control reclaimed water irrigation	40
NWP363B	Monitor performance and control maintenance of treatment plant assets	40
NWP364B	Perform laboratory testing	40
Total Hours		430

Occupation / Work Function	Water Treatment Plant Operator	
Qualification Title	Certificate IV in Water Operations	
Qualification Code	NWP40107	
Description	This qualification has been designed for a technical specialist who optimises the operation of water treatment processes.	
Unit Code	Unit Title	Hours
Core		
LGACOM405B	Implement and monitor the organisation's OHS policies, procedures and programs within the work group or section	20
NWP401B	Coordinate and monitor the application of environmental plans and procedures	80
Electives		
NWP404A	Apply principles of chemistry to water systems and processes	50
NWP406A	Investigate and plan the optimisation of granular media filtration	60
NWP407A	Investigate and plan the optimisation of dissolved air flotation processes	60
NWP408A	Investigate and plan the optimisation of sedimentation and clarification processes	60
NWP409A	Investigate and plan the optimisation of chemical addition processes	60
NWP411A	Select treatment requirements for waterborne microorganisms	50
PSPPROC414A	Manage contracts	40
Total Hours		480

Occupation / Work Function	Wastewater Treatment Plant Operator	
Qualification Title	Certificate IV in Water Operations	
Qualification Code	NWP40107	
Description	This qualification has been designed for a technical specialist who optimises the operation of wastewater treatment processes.	
Unit Code	Unit Title	Hours
Core		
LGACOM405B	Implement and monitor the organisation's OHS policies, procedures and programs within the work group or section	20
NWP401B	Coordinate and monitor the application of environmental plans and procedures	80
Electives		
NWP404A	Apply principles of chemistry to water systems and processes	50
NWP409A	Investigate and plan the optimisation of chemical addition processes	60
NWP411A	Select treatment requirements for waterborne microorganisms	50
NWP412A	Investigate and plan the optimisation of activated sludge processes	60
NWP413A	Investigate and plan the optimisation of anaerobic treatment processes	60
NWP414A	Select strategies to control microbial impacts on wastewater treatment processes	40
PSPPROC414A	Manage contracts	40
Total Hours		460

Occupation / Work Function	Maintenance and Operations Supervisor (Water Distribution and Wastewater Collection Plants)	
Qualification Title	Certificate IV in Water Operations	
Qualification Code	NWP40107	
Description	This qualification has been designed for supervisors overseeing the maintenance and operation of water distribution and wastewater collection systems.	
Unit Code	Unit Title	Hours
Core		
LGACOM405B	Implement and monitor the organisation's OHS policies, procedures and programs within the work group or section	20
NWP401B	Coordinate and monitor the application of environmental plans and procedures	80
Electives		
NWP410C	Coordinate and monitor asset construction and maintenance	70
NWP415B	Coordinate and monitor surface water systems	60
NWP416B	Coordinate and monitor water storage catchment activities	60
NWP427B	Coordinate and monitor the operation of drainage systems	60
NWP428B	Coordinate and monitor the operation of wastewater collection systems	60
NWP440A	Supervise conduit inspection and reporting	40
PSPPROC414A	Manage contracts	40
Total Hours		490

Occupation / Work Function	Water Industry Operations Supervisor	
Qualification Title	Diploma of Water Operations	
Qualification Code	NWP50107	
Description	This qualification has been designed for a supervisor in water industry operations who seeks specialised technical skills in catchment management.	
Unit Code	Unit Title	Hours
Core		
NWP505B	Implement and monitor environmental management policies, plans, procedures and programs	100
PSPSOHS501A	Participate in the coordination and maintenance of a systematic approach to managing OHS	50
Electives		
BSBMGT515A	Manage operational plan	60
NWP512B	Implement and manage catchment management plan	120
NWP513B	Develop and review catchment management plan	100
NWP518B	Prepare and report on data related to flood mitigation	80
NWP519B	Develop and report flood mitigation	80
Total Hours		590

Occupation / Work Function	Water Industry Graduate	
Qualification Title	Vocational Graduate Certificate in Water Industry Leadership	
Qualification Code	NWP70107	
Description	This qualification has been designed to provide graduate entrants to the water industry with industry-specific context to add to their existing academic education that may have been gained in engineering, applied science, chemistry or other field.	
Unit Code	Unit Title	Hours
Core		
NWP701A	Contribute to the development of a complex water organisation	100
NWP702A	Apply water industry legislation, codes and standards	100
NWP703A	Lead water planning processes	120
NWP706A	Review and evaluate water and wastewater sustainability objectives	120
Total Hours		440

INDUSTRY REGULATION

Every Registered Training Organisation must be aware of and observe any licensing, legislative or regulatory requirements that affect the delivery of training or issuance of qualifications under Training Packages.

At the time of producing this purchasing guide there were no industry sector licensing or regulatory body requirements.

Information on current regulatory requirements can also be obtained from the Training and Occupational Licensing Matrix on the [Training Support Network](#).

LINKS AND CONTACTS

While you must use the endorsed components of the Training Package when providing training and assessment, you can select and devise delivery and assessment strategies to suit your needs (in conjunction with industry, as applicable). You may select off-the-shelf resources that help your delivery and assessment, or design and develop your own. A wide range of contacts, tools and resources are available to assist you.

The **Government Skills Australia, Industry Skills Council** can provide you with information about the Training Package. You can also purchase copies of the Training Package and support materials. Search the ISC website www.governmentskills.com.au, telephone 08 8410 3455 or email info@governmentskills.com.au.

The [National Training Information Service](#) provides comprehensive information on endorsed Training Packages, as well as details of accredited courses and Registered Training Organisations.

TVET Australia has a range of products you can purchase to assist in delivering this Training Package. View the [online catalogue](#) or telephone TVET Australia on (03) 9832 8100. For orders or enquiries contact sales@tvetaustralia.com.au.

The **Department of Education, Employment and Workplace Relations (DEEWR)** provides a range of services and resources to assist in delivery of Training Packages. Search the [DEEWR website](#) for links to a range of relevant resources and publications.

The **Australian Apprenticeships and Traineeships Information Service** provides a single point of contact to coordinate information to Australian Apprenticeships Centres (AACs) on the range, availability and relevance of the new national Training Packages. Search the [Australian Apprenticeships and Traineeships Information Service](#) for information and resources, or alternatively the Call Centre for Australian Apprenticeships and Traineeships Information Service is staffed during business hours on 1800 338 022. For specific information about Apprenticeships and Traineeships, see the [Australian Government Australian Apprenticeships website](#) and Skills Victoria's [Industry Guides for Apprenticeships and Traineeships in Victoria](#)

Skills Victoria is responsible for the implementation of vocational education and training in Victoria, including Apprenticeships and Traineeships, and provides a range of support and information.

In Victoria, the Industry Training Board or Industry Advisory Body covers the **NWP07 Water Training Package** and can support you in its delivery, including directing you to resources and other relevant products.

Industry Training Board:	Victorian Industry Training Advisory Committee
Contact Person:	Paul O'Brien
Telephone:	03 9639 8868
Address:	Suite 1, Level 6, 2 Collins Street, Melbourne, Victoria, 3000
Email:	vicwater@vicwater.org.au
Website:	www.vicwater.org.au

CMM details

For information and advice on this Purchasing Guide and associated delivery and assessment in Victoria contact:

CMM Name: Tom Vassallo
CMM Cluster Name: Building and Construction, Furnishing, Water and Civil Construction
Institute Name: Holmesglen
Address: PO BOX 42, HOLMESGLEN VIC 3148
Telephone: (03) 9564 1987
Facsimile: (03) 9564 1538
Email: tom.vassallo@holmesglen.edu.au
Website: <http://trainingsupport.skills.vic.gov.au/cmminf.cfm>

Training Packages

You can search the [National Training Information Service](#) and view and download the endorsed Training Package components.

Training Package Support Materials

There are many generic and specific materials to support you in delivering training and assessing outcomes with Training Packages. For example, www.training.com.au is a very useful site, which provides access to:

- Resources Supporting Adult Literacy and Numeracy, Access, Equity and Diversity and the Australian Quality Training Framework (AQTF).

APPRENTICESHIPS AND TRAINEESHIPS

What qualifications in this Training Package are available as Apprenticeships and Traineeships?

State and Territory Governments allocate funding for Training Package qualifications under Apprenticeships and Traineeships on the basis of criteria such as strategic priorities, expected industry demand, budgetary capacity and identified skill shortages. So, while a range of qualifications is available in the **NWP07 Water Training Package**, not all will be determined to be available as an apprenticeship or traineeship pathway.

The information in the following table will help you determine whether a qualification is available as an apprenticeship or traineeship.

Registered Training Organisations with the **NWP07 Water Training Package** qualifications or units of competency on their scope of registration may be eligible for government funding to deliver some or all of the Training Package qualifications. If you require further information about government funded training or seek to identify RTOs with a current Victorian State Government contract for funded training, see the [Skills Victoria \(Corporate\) website](#).

CODE	TITLE	MAXIMUM NOMINAL DURATION (MONTHS) (1)		PROBATIONARY PERIOD (DAYS)		LEVEL OF REGULATION (2)	STATE WAGE CAT (3)
		Full Time	Part Time	Full Time	Part Time		
NWP20107	Certificate II in Water Operations	12	24	30	91	T	B
NWP30107	Certificate III in Water Operations	24	48	30	91	T	B
NWP40107	Certificate IV in Water Operations	36	72	91	91	T	B
NWP50107	Diploma of Water Operations	48	72	91	91	T	N/A

NOTE:

(1) These Maximum Durations assume that the apprentice has not gained a lower level qualification prior to entering the Training Contract. For example:

If a full time apprentice entered a Certificate IV after gaining a Certificate III, then the duration of the Training Contract would be substantially shorter than the maximum listed above. The time for the negotiated band of selected units would be incorporated in the Training Contract signed by the apprentice, trainee, employer and RTO.

(2) Level of regulation, which applies:

A applies generally to apprenticeships in traditional trade areas.

T applies to traineeships.

(3) Trainees undertaking a Certificate IV traineeship will receive the relevant weekly wage rate for Certificate III trainees at wage levels A, B or C as applicable with the addition of 3.8 percent of that wage rate.

(4) Pre-Apprenticeships

An approved pre-apprenticeship is a qualification that has an automatic training credit and duration credit into the training contract. The RTO will advise the apprentice and employer of the training credit on the agreed training plan. The employer and apprentice will receive written confirmation of the duration credit from Skills Victoria when the Training Contract is registered.

Note for 'Workplace Based Training'

Where the qualification is at Certificate III or above, apprentice/trainees must be withdrawn from routine work duties for a minimum of three hours per week (pro rata for part-time apprentices/trainees) for planned training, averaged over a 4-week cycle.

Where apprentices/trainees are undertaking workplace training at Certificate levels I and II, they must be withdrawn from routine work duties for a minimum of 1.5 hours per week, averaged over a two-month cycle for the purpose of undertaking structured training/learning activities. This release must occur periodically.

The training undertaken during the period of release must include a focus on the compliance and regulatory units and the units concentrating on generic skills. Up to 40 hours of this training may be transferred, to be delivered in one or more blocks during the first three months of the training program.

APPENDIX A

Industry Skills Council (ISC) upgrade information

ISC upgrade to the following Training Package has been submitted to the National Training Information Service (NTIS).

TRAINING PACKAGE CODE AND TITLE CODE	NEW VERSION NUMBER	AFFECTED QUALIFICATIONS	AFFECTED UNIT/S OF COMPETENCY	VERSION MODIFICATION HISTORY	OTHER COMMENTS
NWP07 Water Training Package	V1.1	NWP20107 NWP30107	Nil	ISC Upgrade to incorporate wording for flexible packaging policy into 20 High Use qualifications. NWP20107 and NWP30107 slight changes to cover accredited courses as source for imported electives.	Top twenty qualifications addressed – remaining qualifications and greenskills to be addressed via V1.2 November/ December 2010.