



Australian Government

Department of Education, Employment and Workplace Relations

CPCCPD2011A Handle painting and decorating materials

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit of competency specifies the outcomes required to handle, sort and store painting and decorating materials.

The unit includes planning and preparing for the work; identifying, handling and storing materials; and selecting and distributing appropriate housekeeping standards. Environmentally sustainable practices are required for waste disposal and equipment cleaning.

Application of the Unit

Application of the unit

This unit of competency supports the attainment of the understanding and skills to handle painting and decorating materials, which may include working with others and as a member of a team.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units

CPCCOHS2001A

Apply OHS requirements, policies and procedures in the construction industry

Employability Skills Information

Employability skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan and prepare.	<p>1.1. Work instructions and operational details are obtained using relevant <i>information</i>, confirmed and applied for <i>planning and preparation</i> purposes.</p> <p>1.2. <i>Safety (OHS)</i> requirements are followed in accordance with safety plans and policies.</p> <p>1.3. Signage and barricade requirements are identified and implemented.</p> <p>1.4. Tools and equipment are selected to carry out tasks are consistent with the requirements of the job, checked for serviceability and any faults are rectified or reported prior to commencement.</p> <p>1.5. Materials quantity requirements are calculated in accordance with plans, specifications and <i>quality requirements</i>.</p> <p>1.6. <i>Environmental requirements</i> are identified for the project in accordance with environmental plans and regulatory obligations and applied.</p>
2. Identify, handle and store painting and decorating materials.	<p>2.1. <i>Materials and components</i> are identified and checked for conformity to material schedule, plans and specifications and <i>environmental characteristics</i>.</p> <p>2.2. Handling characteristics of <i>painting and decorating material</i> and components are identified and safe and effective handling techniques adopted.</p> <p>2.3. Storage locations are confirmed as satisfying fire safety, ventilation and product dispersal requirements.</p> <p>2.4. Materials are handled safely and effectively according to material safety data sheets (MSDS) and requirements of regulatory authorities.</p>
3. Identify, handle and store painting and decorating materials.	<p>3.1. Painting and decorating materials are sorted to suit material type and size, and stacked for ease of identification and retrieval.</p> <p>3.2. Painting and decorating material and components are <i>protected</i> against physical and water damage and stored clear of traffic ways.</p>
4. Select and distribute painting and decorating materials in preparation for use.	<p>4.1. Painting and decorating products, material and components are identified, selected from stack and safely handled and distributed to required job location.</p> <p>4.2. Storage/holding area at job location is checked to</p>

ELEMENT	PERFORMANCE CRITERIA
5. Clean up.	<p>ensure provision of adequate ventilation, fire safety and dispersal.</p> <p>4.3. Painting and decorating materials are stored to best serve their subsequent use.</p> <p>4.4. Work areas are prepared, including the removal of objects and the use of drop sheets to protect surrounding surfaces.</p> <p>5.1. Hazardous material is identified for separate handling by authorised personnel.</p> <p>5.2. Work area is cleared and material disposed of in a safe and effective manner in accordance with state and territory requirements.</p> <p>5.3. Unused materials are sealed and stored/stacked in accordance with standard material handling practices.</p> <p>5.4. Non-paint <i>Waste materials and debris</i> are removed and placed into job waste bins or rubbish stockpile in a safe and effective manner in accordance with environmental requirements.</p> <p>5.5. <i>Paint waste, water and solvents</i> used in cleaning painting equipment are disposed of in an environmentally sustainable manner and in accordance with relevant legislative requirements</p> <p>5.6. Likelihood of spontaneous combustion is identified and suitable protective measures are applied.</p> <p>5.7. Tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturer recommendations, <i>environmental sustainability requirements</i> and standard work practices.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills for this unit are:

- communication skills to:

REQUIRED SKILLS AND KNOWLEDGE

- determine requirements
- enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
- follow instructions
- read and interpret:
 - documentation from a variety of sources
 - drawings and specifications
- report faults
- use language and concepts appropriate to cultural differences
- use and interpret non-verbal communication, such as hand signals
- evaluating own actions and making judgments about performance and necessary improvements
- identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials
- organisational skills, including the ability to plan and set out work
- recognising procedures, following instructions, responding to change and contributing to workplace responsibilities, such as current work site environmental and sustainability frameworks or management systems
- teamwork skills to coordinate own work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities
- technological skills to:
 - use a range of mobile technology, such as two-way radio and mobile phones
 - voice and hand signals to access and understand site-specific instructions.

Required knowledge

Required knowledge for this unit is:

- basic spontaneous combustion theory
- job safety analysis (JSA) and safe work method statements
- MSDS
- materials storage and environmentally sustainable waste management, including correct disposal of water-based, latex-based and solvent-based paints
- painting and decorating terminology
- processes for the calculation of material requirements
- quality requirements
- types, titles, packaging and storage requirements for commonly encountered painting and decorating materials
- Australian Paint Approval Scheme (APAS) classifications
- types of paints, including the characteristics and uses of paint materials with various volatile organic compound (VOCs) levels and alternative and natural paints
- solid waste and paint sludge disposal techniques and relevant legislation, including

REQUIRED SKILLS AND KNOWLEDGE

Environmental Protection Authority (EPA) and local Council regulations

- workplace and equipment safety requirements.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

This unit of competency could be assessed in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

A person who demonstrates competency in this unit must be able to provide evidence of the ability to:

- locate, interpret and apply relevant information, standards and specifications
- comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations
- comply with organisational policies and procedures including quality requirements
- safely and effectively operate and use tools, plant and equipment
- communicate and work effectively and safely with others
- safely and effectively identify, handle, store and distribute painting and decorating materials, which are to include a range of coatings and two each of:
 - cleaning solvents
 - fillers
 - adhesives.
- dispose of all paint types in an environmentally sustainable way compliant with relevant local legislation and regulations
- clean and store painting equipment using environmentally sustainable methods and work practices including waste reticulation systems.

Context of and specific resources for assessment

This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.

EVIDENCE GUIDE

Assessment of essential underpinning knowledge will usually be conducted in an off-site context.

Assessment is to comply with relevant regulatory or Australian standards' requirements.

Resource implications for assessment include:

- an induction procedure and requirement
- realistic tasks or simulated tasks covering the mandatory task requirements
- relevant specifications and work instructions
- tools and equipment appropriate to applying safe work practices
- support materials appropriate to activity
- workplace instructions relating to safe work practices and addressing hazards and emergencies
- material safety data sheets
- research resources, including industry related systems information.

Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

Method of assessment

Assessment methods must:

- satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package
- include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- reinforce the integration of employability skills with workplace tasks and job roles
- confirm that competency is verified and able to be transferred to other circumstances and environments.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role

EVIDENCE GUIDE

and the practical requirements of the workplace

- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice, with a decision on competency only taken at the point when the assessor has complete confidence in the person's demonstrated ability and applied knowledge
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence.

Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.

Supplementary evidence of competency may be obtained from relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. **Italicised** wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Information includes:

- diagrams or sketches
- instructions issued by authorised organisational or external personnel
- manufacturer specifications and instructions, where specified
- MSDS

RANGE STATEMENT

- memos
 - regulatory and legislative requirements pertaining to handling of painting and decorating materials
 - relevant Australian standards
 - safe work procedures relating to handling of painting and decorating materials
 - signage
 - verbal, written and graphical instructions
 - work bulletins
 - work schedules, plans and specifications.
- Planning and preparation* include:
- assessment of conditions and hazards
 - determination of work requirements and safety plans and policies
 - equipment defect identification
 - work site inspection.
- Safety (OHS)* is to be in accordance with state and territory legislation and regulations and project safety plan and may include:
- emergency procedures, including extinguishing fires, organisational first aid requirements and evacuation
 - handling activities that may require the assistance of others or the use of manual or mechanical lifting devices where size, weight or other issues, such as a disability are a factor
 - hazard control
 - hazardous materials and substances, including solvents, lead, chemicals, fumes/gases
 - organisational first aid
 - PPE prescribed under legislation, regulations and workplace policies and practices
 - safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
 - earth leakage boxes
 - electrical and fire and/or explosion from combustible materials
 - falling objects
 - lighting
 - manual handling
 - power cables, including overhead service trays, cables and conduits
 - restricted access barriers

RANGE STATEMENT

- solvents, lead, chemicals, fumes/gases
 - surrounding structures
 - traffic control
 - trip hazards
 - work access platforms
 - work site visitors and the public
 - working at heights
 - working in confined spaces
 - working in proximity to others, work site visitors and the public
 - use of firefighting equipment
 - use of tools and equipment
 - workplace environmental requirements and safety.
- Quality requirements*** include:
- internal company quality policy and standards
 - manufacturer specifications, where specified
 - relevant regulations, including Australian standards
 - workplace operations and procedures.
- Environmental requirements*** include:
- clean-up management
 - dust and noise
 - stormwater protection
 - low odour and emissions
 - waste management.
- Materials and components:***
- include:
 - cleaning solvents
 - coatings
 - fillers and adhesives
 - may include wall and decorative covering materials.
- Environmental characteristics can include but is not limited to:***
- low odour and low-VOC (Volatile Organic Compound) paint
 - no-VOC paint
 - non-toxic paint
 - alternative and natural paint and paint materials
 - brushware
 - natural bristle
 - nylon
 - microcellular synthetic bristles

RANGE STATEMENT

- Painting and decorating material*** include:
- water-based
 - solvent-based
 - two-pack
 - textures.
- Protection*** of stacked/stored materials includes:
- barricades
 - covering
 - lock away (for hazardous materials)
 - signs.
- Waste materials and debris*** includes:
- banding straps
 - cardboard
 - excess material
 - packing pieces
- Paint waste, water and solvents*** disposal includes:
- use of manual and machine environmentally sustainable cleaning methods
 - cleaning water re-cycling or professional disposal
 - solid waste disposal requirements
- Environmental sustainability requirements*** include:
- correct paint storage to minimise waste
 - recycling
 - use and storage of volatile materials

Unit Sector(s)

Unit sector Construction

Functional area

Functional area