

Performance Evidence Guide - CPC30220 Certificate III in Carpentry

Unit of Competency	Performance Evidence
CPCWHS2001 – Pre-Requisite Apply WHS requirements, policies and procedures in the construction industry	To demonstrate competency in this unit, a person must apply WHS requirements, policies and procedures on three separate and different occasions in the construction industry. In doing this, the person must meet the performance criteria for this unit.
CPCCM2012 Work safely at heights	To demonstrate competency in this unit, a candidate must meet the elements and performance criteria by working safely at heights above 2 m on three occasions, using different fall protection equipment/devices on each occasion. One occasion must include a restraint technique (anchor point) system with a minimum of three anchor points. The candidate must access the work area, traverse between anchor points and exit from the work area.
CPCCM3001 Operate elevated work platforms up to 11 metres	A person demonstrating competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit. The person must also set up and operate each of the following types of elevated work platforms (EWPs) at two different locations on the site, including moving the plant around the work site safely: <ul style="list-style-type: none"> ▪ self-propelled boom lift (BL) ▪ scissor lift (SL). The following functions and controls must be performed while operating both BL and SL: <ul style="list-style-type: none"> ▪ boom up and down ▪ operate attachments ▪ operate outriggers, where fitted. ▪ The following functions and controls must be performed while operating the BL: ▪ slew left and right ▪ telescope in and out. At least one EWP must be set up and operated on uneven terrain, using outriggers as required. In doing the above, the person must fit harnesses and attach lanyards as follows: <ul style="list-style-type: none"> ▪ energy or shock absorbers, which must be used with all fall arrest equipment ▪ lanyards, which must be attached to the harness installed so that the maximum distance a person equipped with a harness would free fall before the fall arrest system takes effect is two metres. In doing the above, the person must also: <ul style="list-style-type: none"> ▪ establish and apply a rescue plan ▪ apply safe operating procedures, including conducting operational risk assessment and treatments associated with: ▪ earth leakage boxes ▪ lighting ▪ power cables, including overhead service trays, cables and conduits ▪ restricted access barriers ▪ surrounding structures

	<ul style="list-style-type: none"> ▪ traffic control ▪ trip hazards ▪ work site visitors and the public ▪ working at heights up to 11 metres ▪ working in proximity to others ▪ working with dangerous materials ▪ locate, interpret and apply information relating to job requirements, including: <ul style="list-style-type: none"> ▪ diagrams and sketches ▪ environmental requirements, including: <ul style="list-style-type: none"> ▪ clean-up protection ▪ noise and dust management ▪ vibration management ▪ waste management ▪ quality requirements relevant to EWP work ▪ instructions issued by authorised organisational and external personnel ▪ manufacturer specifications, operator manual, and instructions where specified ▪ signage ▪ industry standards and job specifications ▪ verbal, written and graphical instructions ▪ work schedules, plans and specifications ▪ comply with site safety plan and health and safety legislation, regulations and codes of practice applicable to workplace operations ▪ safely and effectively use tools, plant and equipment relevant to EWP work ▪ ensure safe working load of EWP is not exceeded ▪ communicate with others on the work site using verbal and non-verbal communication and communication technology ▪ work effectively and safely with others on the work site.
<p>CPCCCM2008 Erect and dismantle restricted height scaffolding</p>	<p>A person who demonstrates competency in this unit must erect and dismantle one modular scaffolding system up to four metres, including three bays (one with a return), one lift with ladder, and fall and edge protection.</p> <p>In doing this, the person must meet the performance criteria for this unit.</p>

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<p>CPCCOM1015 Carry out measurements and calculations</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by:</p> <ul style="list-style-type: none"> ▪ taking basic measurements and performing basic calculations to determine quantities of materials for construction work using each of the following: <ul style="list-style-type: none"> ▪ weight ▪ area ▪ volume ▪ perimeter ▪ circumference ▪ ratio ▪ percentage ▪ demonstrating converting measurements in metres to millimetres and measurements in millimetres to metres. <p>All work must be performed to the standard required in the workplace.</p>
<p>CPCCOM1014 Conduct workplace communication</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by:</p> <ul style="list-style-type: none"> ▪ conveying and receiving information and instructions to and from others ▪ accessing, interpreting and sequencing information ▪ presenting information in verbal and written reports ▪ entering information into workplace records and documents ▪ participating in simple meeting processes. <p>All work must be performed to the standard required in the workplace.</p>
<p>CPCCOM1012 Work effectively and sustainably in the construction industry</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by:</p> <ul style="list-style-type: none"> ▪ working effectively as a member of a team to plan and perform a construction task ▪ working with members of a team to review the team's purpose, roles, responsibilities, goals, plans and objectives ▪ listing own existing skills and the additional skills required for a selected tradesperson or skilled operator role in the construction industry ▪ identifying environmental and resource efficiency requirements that apply to entry level roles in the construction industry ▪ preparing basic reports on each of an environmental hazard and a resource efficiency issue. <p>All work must be performed to the standard required in the workplace.</p>

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CPCCOM1013 Plan and organise work	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by planning and organising a basic work task on a construction site that includes a minimum of ten component tasks and a team of at least three people.</p> <p>All work must be performed to the standard required in the workplace and must comply with appropriate work health and safety (WHS) and environmental requirements, workplace requirements, drawings and specifications.</p>
CPCCCO2013 Carry concreting to simple forms	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by carrying out concreting to a simple form slab of at least 1 square metre and 100 mm in depth by:</p> <ul style="list-style-type: none"> ▪ preparing substrate ▪ erecting formwork ▪ cutting, placing and tying reinforcement ▪ placing and hand-screeding concrete to the required finished level and job specification. <p>All work must be planned and performed using appropriate tools and equipment to the standard required in the workplace and must comply with laws and regulations, the National Construction Code (NCC), Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications, workplace requirements, drawings and specifications.</p>

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<p>CPCCA2002 Use carpentry tools and equipment</p>	<p>To demonstrate competency in this unit, a candidate must safely and effectively, across three different carpentry tasks, use and maintain all of the listed tools and equipment at least once:</p> <ul style="list-style-type: none"> ▪ hand tools: <ul style="list-style-type: none"> ▪ retractable tape measure ▪ folding or steel ruler ▪ combination square ▪ string line ▪ chalk line ▪ hand saw ▪ coping saw ▪ carpenters hammer / claw hammer ▪ wood chisel ▪ hand plane ▪ trimming knife ▪ clamps ▪ bevels ▪ spirit level ▪ tin snips <ul style="list-style-type: none"> ▪ power/battery/pneumatic tools and equipment: <ul style="list-style-type: none"> ▪ circular saw ▪ reciprocating saw ▪ sliding compound saw ▪ jigsaw ▪ angle grinder ▪ planer ▪ laminate trimmer or router ▪ drill ▪ rotary hammer drill ▪ impact driver ▪ nail gun ▪ bench grinder ▪ extension lead ▪ portable residual current device ▪ air compressor and hoses. <p>The candidate must also:</p> <ul style="list-style-type: none"> ▪ replace blades/cutters/grinding discs in: <ul style="list-style-type: none"> ▪ a power saw ▪ a powered planer ▪ a router ▪ grinder ▪ grind, sharpen and hone a hand plane blade ▪ grind, sharpen and hone a chisel.

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CPCCCA2011 Handle carpentry materials	To demonstrate competency, a candidate must meet the performance criteria of this unit by handling carpentry materials for three different carpentry tasks, including: <ul style="list-style-type: none"> ▪ safely handling, sorting and stacking: ▪ varying lengths of timber or similarly-proportioned materials onto an Australian standard pallet, a minimum of 0.5 cubic metres, secured ready for mechanical handling ▪ different sizes and types of sheet material onto an Australian standard pallet, a minimum of 0.1 cubic metres, secured ready for mechanical handling ▪ preparing the following for mechanical handling: ▪ varying lengths of timber or similarly-proportioned materials ▪ different sizes and types of sheet material.
CPCCCA3027 Set up, operate and maintain indirect action powder-actuated power tools	To demonstrate competency, a candidate must meet the performance criteria of this unit by setting up, operating and maintaining powder-actuated power tools and attachments to: <ul style="list-style-type: none"> ▪ fix steel framing to a steel base ▪ fix steel framing to a concrete base ▪ fix timber to a steel base ▪ fix timber to a concrete base.
CPCCCM2006 Apply basic levelling procedures	A person who demonstrates competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit. The person must also transfer levels and record differences in height for three different projects as required by job specifications, using at least three of the following levelling devices: <ul style="list-style-type: none"> ▪ a spirit level and straight edge ▪ automatic/optical levelling device ▪ levelling with water technique ▪ laser levelling device. In doing the above work, the person must: <ul style="list-style-type: none"> ▪ conduct a two peg test with an automatic/optical level to confirm that the instrument meets manufacturer tolerances ▪ locate, interpret and apply relevant information in job specifications to the levelling task ▪ comply with site safety plan, and health and safety regulations applicable to workplace operations ▪ comply with organisational policies and procedures, including quality requirements ▪ safely and effectively use tools and equipment ▪ communicate and work effectively and safely with others, including using agreed communication signals ▪ confirm accuracy of the readings taken, including set-up and movement of device in two locations ▪ accurately record results of each levelling procedure according to organisational requirements.

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CPCCCA3012 Frame and fit wet area fixtures	To demonstrate competency, a candidate must meet the performance criteria of this unit by setting out and erecting timber framing for a minimum of: <ul style="list-style-type: none"> ▪ one bath ▪ one shower base.
CPCCCA3001 Carry out general demolition of minor building structures	To demonstrate competency in this unit, a person must carry out general demolition of one minor building structure, including removal of an external load-bearing wall to form an opening of no less than three metres wide. In doing this, the person must meet the performance criteria for this unit.
CPCCCA3002 Carry out setting out	To demonstrate competency, a candidate must meet the performance criteria of this unit by setting out one L- and one T-shape building on a site with fall. Setting out must be to 3 mm tolerance over minimum diagonal length of 10 metres, and include pads, slabs, strips and piers.
CPCCCA3028 Erect and dismantle formwork for footings and slabs on ground	To demonstrate competency, a candidate must meet the performance criteria of this unit by erecting and dismantling formwork for one slab on ground with: <ul style="list-style-type: none"> ▪ a minimum area of 30 square metres ▪ a minimum thickness of 100 millimetres ▪ an edge rebate and an internal corner.
CPCCCM2002 Carry out hand excavation	To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by excavating, by hand, a 3 metre trench with a right angle, .5 metres deep and .5 metres wide. All work must be performed to the standard required in the workplace and must comply with laws and regulations, the National Construction Code (NCC), Australian Standards, work health and safety (WHS) and environmental requirements, workplace requirements, drawings and specifications.
CPCCSF2004 Place and fix reinforcement materials	To demonstrate competency in this unit, a person must place and fix reinforcement materials on a minimum of three different jobs, each including deformed bars, rods and mesh sheets. In doing this, the person must meet the performance criteria for this unit.

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CPCCA3003 Install flooring systems	To demonstrate competency, a candidate must meet the performance criteria of this unit by installing each of the following flooring systems: <ul style="list-style-type: none"> ▪ a bearer and joist system on supports to carry external walls and internal walls parallel to joists for a home or equivalent, not less than 30 square metres, including: ▪ balcony/deck fixings ▪ deep joists ▪ a tongue and groove fitted strip flooring surface, not less than 5 square metres ▪ an approved wet-area floor system, not less than 5 square metres ▪ a sheet platform system for a home or equivalent, not less than 10 square metres.
CPCCA3004 Construct and erect wall frames	To demonstrate competency, a candidate must meet the performance criteria of this unit by: <ul style="list-style-type: none"> ▪ setting-out and constructing timber framed walls to a minimum height of 2.4 metres and minimum floor area of 30 square metres to accommodate roof and ceiling members and different types of cladding or linings, including: ▪ two external load-bearing walls with one window opening and one door opening in each wall ▪ two external straight walls with external intersection ▪ two internal non-load-bearing walls encompassing an internal T junction and an external junction ▪ setting-out and erecting steel framed walls to a minimum height of 2.4 metres and minimum floor area of 30 square metres to accommodate roof and ceiling members and different types of cladding or linings, including: ▪ two external load-bearing walls with one window opening and one door opening in each wall ▪ two external straight walls with external intersection ▪ two internal non-load-bearing walls encompassing an internal T junction and an external junction.

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CPCCA3006 Erect roof trusses	To demonstrate competency, a candidate must meet the performance criteria of this unit by: <ul style="list-style-type: none"> ▪ setting out and erecting timber trusses manufactured to AS 4440 <i>Installation of nail-plated timber roof trusses</i> and steel trusses to the requirements of the NASH Standards including: <ul style="list-style-type: none"> ▪ a minimum 30 square metres of timber roof trusses with a major and minor span, including: <ul style="list-style-type: none"> ▪ one hip end and valley ▪ one gable end ▪ a minimum 30 square metres of steel roof trusses with a major and minor span, including: <ul style="list-style-type: none"> ▪ one hip end and valley ▪ one gable end ▪ installing: <ul style="list-style-type: none"> ▪ gable bracing, bottom chord bracing, web bracing and top chord bracing installed in line with the requirements of both AS 4440 <i>Installation of nail-plated timber roof trusses</i> to the requirements of the NASH Standards ▪ a connection between an internal brace wall running parallel to the bottom chord ▪ a connection between an internal brace wall running at 90 degrees to the bottom chord.
CPCCOM3001 Perform construction calculations to determine carpentry material requirements	To demonstrate competency, a candidate must meet the performance criteria of this unit by analysing the drawings and specifications for a building with a minimum of 6 rooms, including a kitchen and bathroom and linear external lining, and preparing a detailed list of materials and calculated quantities of each material for: <ul style="list-style-type: none"> ▪ wall and roof framing ▪ internal lining and flooring ▪ external cladding and roofing.
CPCCA3010 Install windows and doors	To demonstrate competency, a candidate must meet the performance criteria of this unit by: <ul style="list-style-type: none"> ▪ installing in wall frames: <ul style="list-style-type: none"> ▪ a standard window ▪ a sliding cavity door unit and door ▪ constructing and fitting a standard external rebated door frame ▪ fitting and hanging one door, including door furniture, privacy set and door stops ▪ fitting and hanging a pair of doors.

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<p>CPCCA3008 Construct eaves</p>	<p>To demonstrate competency, a candidate must meet the performance criteria of this unit by marking and cutting roof members to line to accommodate plumb fascia and barge and constructing:</p> <ul style="list-style-type: none"> ▪ three metres of timber verge gable eaves ▪ three metres of timber boxed gable eaves ▪ three metres of timber boxed eaves ▪ three metres of timber raked eaves ▪ three metres of steel fascia with hangers. <p>In constructing these timber eaves, the following must be included:</p> <ul style="list-style-type: none"> ▪ an apex junction on the barge board ▪ a junction between the barge board and the plumb fascia ▪ a junction of the fascia and eave lining at the valley ▪ a junction of the fascia and eave lining at the hip.
<p>CPCCA3017 Install exterior cladding</p>	<p>To demonstrate competency, a candidate must meet the performance criteria of this unit by:</p> <ul style="list-style-type: none"> ▪ producing a set-out rod for a minimum height of 2.1 metre using the effective cover of a weatherboard of a given profile ▪ installing weatherproofing, a vapour barrier and flashing ▪ fixing two different profiled weatherboards to eave height of at least 2.1 metres, incorporating an internal and an external corner with stops, flashings and sarking for a window and a door ▪ installing a minimum of two different types of external cladding panels, incorporating an internal and an external corner, abutting a window or door, and joints between boards determined by the material being used, manufacturers' recommendations and job specifications ▪ attaching vertical and horizontal cladding to frames.

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CPCCCA3024 Install lining, panelling and moulding	To demonstrate competency, a candidate must meet the performance criteria of this unit by completing to specifications: <ul style="list-style-type: none"> ▪ lining a continuous wall that includes one opening with lining boards to a minimum of 3.0 metres by 2.4 metres ▪ lining a continuous wall that includes one opening with sheet panelling to a minimum of 3.0 metres by 2.4 metres ▪ fitting profiled architraves to a minimum of one door or one window or a combination of both, with specified margins and tight fitting mitre joints ▪ cutting and fixing a profiled skirting with a minimum of one internal scribed joint and one external mitre joint with tight fitting joints ▪ scribing and mitring a Scotia, quad and colonial architrave with a minimum of one internal joint and one external mitre joint with tight fitting joints ▪ constructing a raking mould using either an internal scribed or external mitre joint with tight fitting joints.
CPCCCA3014 Construct and install bulkheads	To demonstrate competency, a candidate must meet the performance criteria of this unit by: <ul style="list-style-type: none"> ▪ constructing and installing: <ul style="list-style-type: none"> ▪ one straight bulkhead framed in timber or steel measuring a minimum of 2 m width, 300 mm height and 300 mm depth ▪ one curved bulkhead framed in timber or steel measuring a minimum of 2 m width, 300 mm height and 300 mm depth ▪ installing a pre-manufactured bulkhead measuring a minimum of 2 m width, 300 mm height and 300 mm depth.
CPCCCA3025 Read and interpret plans, specifications and drawings for carpentry work	To demonstrate competency, a candidate must meet the performance criteria of this unit by reading and interpreting plans, specifications and drawings for two, minimum 30m ² , carpentry projects. Each project must have a minimum of seven materials. A candidate must prepare a work plan for each project that should identify the dimensions, material requirements and processes to be followed.

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<p>CPCCOM3006 Carry out levelling operations</p>	<p>To demonstrate competency, a candidate must meet the performance criteria of this unit by carrying out levelling operations over a minimum of two change points to:</p> <ul style="list-style-type: none"> ▪ identify site hazards ▪ establish approximate distances and transfer of reduced levels ▪ measure and record: <ul style="list-style-type: none"> ▪ ground levels at respective critical set-out points ▪ heights or levels for building components ▪ heights or levels of ceilings and floors ▪ slab or pad levels for placement of steel columns or masonry piers ▪ determine shooting levels for: <ul style="list-style-type: none"> ▪ concrete slabs ▪ excavation or footings ▪ transfer levels or heights for construction projects ▪ calculate rise and fall and height from collimation.
<p>CPCWHS3001 Identify construction work hazards and select risk control strategies</p>	<p>A person demonstrating competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit. The person must also:</p> <ul style="list-style-type: none"> ▪ develop a new job safety analysis (JSA) for general hazards in consultation with relevant company personnel for two different job tasks on two different work sites ▪ revise one of the JSA prior to starting work, identifying changed conditions and where appropriate, amending the JSA to reflect changed hazards and risk control strategies ▪ develop a new safe work method statement (SWMS) for high-risk work in consultation with relevant company personnel for two different job tasks on two different work sites ▪ revise one of the SWMS prior to starting work, identifying changed conditions and where appropriate, amending the SWMS to reflect changed hazards and risk control strategies. <p>In doing the above work, the person must:</p> <ul style="list-style-type: none"> ▪ inspect the work sites to identify potential hazards associated with work site and tasks ▪ identify and review compliance with requirements relating to each work site and potential task-related hazards ▪ consult with relevant personnel to select risk control strategies for both general hazards and high-risk work ▪ document and store the above JSA and SWMS according to workplace requirements.
<p>CPCCA3016 Construct, assemble and install timber external stairs</p>	<p>To demonstrate competency, a candidate must meet the performance criteria of this unit by constructing, assembling and installing one flight of timber external stairs from ground level to a minimum height of 1.1 metres, including a handrail and balustrade to the open side of the flight and landing.</p>

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CPCCA3005 Construct ceiling frames	To demonstrate competency, a candidate must meet the performance criteria of this unit by planning, setting out, constructing and erecting a timber ceiling frame for structure with a minimum of three rooms and minimum area of 30 square metres.
CPCCA3007 Construct pitched roofs	To demonstrate competency, a candidate must meet the performance criteria of this unit by: <ul style="list-style-type: none"> ▪ setting-out, constructing and erecting: <ul style="list-style-type: none"> ▪ a skillion roof above 10 degrees for a structure of a minimum 10 square metres ▪ a roof, or a series of roofs, together covering a minimum of 30 square metres, including: <ul style="list-style-type: none"> ▪ a broken hip and valley ▪ a gable end ▪ a scotch valley ▪ setting-out: <ul style="list-style-type: none"> ▪ a pattern rafter with birdsmouth, creeper reductions and eave over-hang ▪ roof bevels ▪ strutting beams and under purlins as required by span tables in <i>AS 1684 Residential timber-framed construction</i> and manufacturers' specifications.