

MANAGE CONSTRUCTION MATERIALS, PLANT, TOOLS AND EQUIPMENT

UNIT CODE: CON/OS/BUT/CR/04/6

UNIT DESCRIPTION

This unit describes the competence in Managing Construction Materials, Tools and Equipment. It involves preparation of site facility for storage, building material and equipment scheduling, ordering and receiving materials and equipment and preparing periodic construction material and equipment report.

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA <i>(Bold and italicized terms are elaborated in the Range)</i>
1. Prepare site facility for storage	1.1 Building materials, tools, plant and equipment are assembled as per facility specifications. 1.2 Facility site is cleared and levelled 1.3 Storage facility is erected as per working drawing
2. Prepare building material schedule	2.1 <i>Types of materials</i> to be used be used are identified and listed. 2.2 Building materials are quantified and recorded on a standard schedule 2.3 Quoted rates are included in the material schedule
3. Prepare building equipment schedule	3.1 <i>Types of equipment</i> to be used are identified and listed. 3.2 Building equipment are numbered and recorded on a standard schedule. 3.3 Quoted rates are included in the equipment schedule
4. Procure building materials and equipment	4.1 List of materials and equipment scheduled are verified. 4.2 Best suppliers are identified as per their price lists and catalogues. 4.3 Building materials and equipment are ordered. 4.4 Supplied building materials and equipment are verified. 4.5 Building materials and equipment are received. 4.6 Received building materials are recorded and stored.
5. Issue building materials and equipment	5.1 Site material and equipment requirement list is obtained 5.2 Required materials and equipment are issued. 5.3 Issued materials and equipment are recorded

RANGE

Variable	Range
	<i>May include but is not limited to:</i>
6. <i>Types of materials</i>	1.1. Roofing 1.2. Walling 1.3. Flooring 1.4. Finishing 1.5. Reinforcing
7. <i>Types of equipment</i>	2.1 Excavation 2.2 Lifting 2.3 Transporting

REQUIRED KNOWLEDGE

- Record Keeping
- Construction Material
- Building Tools And Equipment
- Site Management
- Safety rules and precautions
- Bills of quantities
- Concrete mixing
- Batching
- Compacting concrete

SKILLS

- Record Keeping
- Management
- Use of tools and equipments
- Safety
- Procurement
- Concrete mixing
- Batching
- Compacting concrete

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

6. Critical Aspects of Competency	Assessment requires evidence that the candidate: 1.1. Prepared building site facility 1.2. Prepared building material and equipment schedule 1.3. Ordered building materials and equipment. 1.4. Received building materials and equipment. 1.5. Record and store received materials and equipment 1.6. Issued building materials and equipment.
7. Resource Implications	The following resources should be provided: 7.1 Stationery 7.2 Computers 7.3 Calculators 7.4 Printers 7.5 Telephone 7.6 Price list and catalogue
8. Methods of Assessment	Competency may be assessed through: 3.4 Written text 3.5 Interview 3.6 Observation
9. Context of Assessment	Competency may be assessed on the job, off the job or a combination of these. Off the job assessment must be undertaken in a closely simulated workplace environment.
10. Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.