

# Forest and Forest Products Industry Training Package (FPI99)

## User Guide

FPI 10199	Certificate I in Forest & Forest Products (General)
FPI 20199	Certificate II in Forest & Forest Products (Forest Growing & Management)
FPI 20299	Certificate II in Forest & Forest Products (Wood Panel Products)
FPI 20399	Certificate II in Forest & Forest Products (Harvesting)
FPI 20699	Certificate II in Forest & Forest Products (Sawmilling & Processing)
FPI 20499	Certificate II in Forest & Forest Products (Timber Manufactured Products)
FPI 20599	Certificate II in Forest & Forest Products (Timber Merchandising)
FPI 30199	Certificate III in Forest & Forest Products (Forest Growing & Management)
FPI 30299	Certificate III in Forest & Forest Products (Wood Panel Products)
FPI 30399	Certificate III in Forest & Forest Products (Harvesting)
FPI 30699	Certificate III in Forest & Forest Products (Sawmilling & Processing)
FPI 30499	Certificate III in Forest & Forest Products (Timber Manufactured Products)
FPI 30599	Certificate III in Forest & Forest Products (Timber Merchandising)
FPI 40199	Certificate IV in Forest & Forest Products (Forest Growing & Management)
FPI 40299	Certificate IV in Forest & Forest Products (Wood Panel Products)
FPI 40399	Certificate IV in Forest & Forest Products (Harvesting)
FPI 40699	Certificate IV in Forest & Forest Products (Sawmilling & Processing)
FPI 40499	Certificate IV in Forest & Forest Products (Timber Manufactured Products)
FPI 40599	Certificate IV in Forest & Forest Products (Timber Merchandising)
FPI 50199	Diploma of Forest & Forest Products (Forest Growing & Management)
FPI 50299	Diploma of Forest & Forest Products (Wood Panel Products)
FPI 50399	Diploma of Forest & Forest Products (Harvesting)
FPI 50699	Diploma of Forest & Forest Products (Sawmilling & Processing)
FPI 50499	Diploma of Forest & Forest Products (Timber Manufactured Products)
FPI 50599	Diploma of Forest & Forest Products (Timber Merchandising)
FPI 50799	Diploma of Forest & Forest Products (Management)

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## **Notice on use of current version**

Training Packages are not static documents. Changes are made periodically to reflect the latest industry practices.

Before commencing any form of training or assessment, you must ensure delivery is from the current version of the Training Package.

To ensure you are complying with this requirement:

- check the Print Version Number found just below the copyright statement on the imprint page of your current Training Package;
- access the ATP website (<http://www.atpl.net.au>) and check the latest Print Version Number, which is displayed in the sample of the Training Package;
- in cases where the Print Version Number is later than yours, the Print Version Modification History in the Training Package sample on the ATP website will indicate the changes that have been made.

The Modification History is also available on the website of the developer of the Training Package (<http://www.fafpesc.com.au>).

The National Training Information Service (<http://www.ntis.gov.au>) also displays any changes in the Units of Competency and the packaging of qualifications.



## MODIFICATION HISTORY – ENDORSED MATERIALS

Please refer to the National Training Information Service for the latest version of Units of Competency and Qualification information (<http://www.ntis.gov.au>).

### Forest & Forest Products Training Package FPI99

**Sheet: 1 of 1**

Version	Date of Release	Authorisation:	Comments
4	20/12/2003	ANTA	Revised User Guide to incorporate changes to the Qualifications Packaging Rules and Qualifications Framework
3	18/09/2003	ANTA	Revised User Guide to incorporate changes to the Qualifications Packaging Rules and Qualifications Framework
2	01/02/2002	NTQC	Category two changes
1	01/04/1999	NTFC	Primary Release of FPI99

**Forms control:** All endorsed training packages will have a version number displayed on the imprint page of every volume constituting that training package. Every training package will display an up-to-date copy of this modification history form, to be placed immediately after the contents page of the first volume of the training package. Comments on changes will only show sufficient detail to enable a user to identify the nature and location of the change. Changes to training packages will generally be batched at quarterly intervals. This modification history form will be included within any displayed sample of that training package and will constitute all detail available to identify changes.



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# Section A



# The Forest and Forest Products Industry in Australia

The Forest and Forest Products Industry covers a diverse range of activities ranging from growing and management of plantation and native forest resource, through harvesting, sawmilling and processing, to the manufacture, merchandising and retailing of finished products.

The Industry is characterised by a mix of small, medium and large enterprises. Some enterprises show a high degree of vertical integration, being involved in activities across the seven industry sectors. The seven industry sectors are:

- Forest Growing & Management
- Harvesting
- Sawmilling & Processing
- Wood Panel Products
- Timber Manufactured Products
- Timber Merchandising
- Pulp and Paper Manufacture

**Forest Growing and Management** has traditionally been dominated by very large organisations, usually either state owned, or associated with large downstream manufacturing operations. A new category of Forest Growers, are the Agroforesters, or farm foresters, who often run plantations as micro-businesses, attached to a commercial farm.

**Harvesting** typically involves small enterprises employing the 4-6 people needed to run a single logging crew. Harvesting operators usually have a contractual relationship with their suppliers (forest owners) and customers (sawmillers and manufacturers of various types), rather than an open-market relationship.

**Sawmilling and Processing** usually involves small, medium and large organisations. Log sawmilling and the production of hardwood and softwood chips, and value adding through planing and moulding (including finger joining) preservation, kiln drying and landscape bark chips.

**Timber Manufactured Products** can be small, medium, or large enterprises according to the economies of scale associated with the particular manufacturing process.

**Wood Panel Producers and Pulp and Paper Manufacturers** are usually large enterprises, reflecting the high capital cost of setting up an efficient manufacturing plant.

**Merchandising** outlets range from small “corner-shop” timber and hardware stores to large national chains. Industry seems to be trending away from small independent stores toward larger businesses, or groups of small businesses coming together under the banner of a franchise.

## The Forest and Forest Products Industry:

- Contributes around 2.5% to Australia’s Gross Domestic Product with an annual turnover of more than \$11 billion per year.
- Directly employs about 82,500, many of these in rural areas where there are often few other skilled job opportunities.
- Comprises approximately 1126 Hardwood Sawmills, 265 Softwood Sawmills, 22 Pulp and Paper manufacturing mills, 18 Wood Panels manufacturing mills, and several thousand timber wholesaling and retailing outlets and timber fabricated product manufacturers. Timber fabricated product manufacturers and wholesale and retail outlets constitute the largest employment sectors of the Industry.

# Training Packages

The development of Training Packages is initiated and funded by government through the Australian National Training Authority. Training Packages are developed by National Industry Training Advisory Bodies (ITABs), other industry based bodies or enterprises, to meet the identified training needs of specific industries or industry sectors. Training Packages form the basis of all nationally recognised vocational education and training throughout Australia. Therefore, the development of Training Packages requires extensive consultation and validation by industry and industry stakeholders.

## Training Packages:

- Contain an integrated set of nationally endorsed competency standards, assessment guidelines and qualifications for a specific industry, industry sector, or enterprise;
- Enable qualifications to be awarded through the direct assessment of competencies rather than against learning outcomes of a course;
- Encourage the development and delivery of training which suits individual needs;
- Encourages learning in a work environment – on the job, work placement, work simulation or by a combination of methods – which leads to verifiable workplace outcomes.

All Training Packages require endorsement by the National Training Quality Council, a committee of experts in vocational education and training, set up by the Australian National Training Authority. Training Packages contain the following components:

Endorsed by the National Training Quality Council		
Competency Standards	Assessment Guidelines	National Qualifications
Support Materials		
Assessment Instruments	Learner and Trainer Guides	Professional Development Materials

Components of Training Packages that require endorsement by the NTQC, are the most important aspects of the Training Package. They are:

## Competency Standards

Descriptions of the work that individuals do in a particular industry and the knowledge and skills required to do that work

## Qualifications

Formal qualifications awarded to individuals who have achieved a range of competencies

## Assessment Guidelines

Establishes the requirements and describes the ways an individual's competence against a standard is measured.

Support Materials are developed to support the endorsed components of the Training Package. These do not require endorsement by the NTQC, but are developed in consultation with industry and are evaluated by the Australian National Training Authority (ANTA).

Training packages are available for a wide range of industries. Information about Training Packages is available from the Australian National Training Authority's website at [www.anta.gov.au](http://www.anta.gov.au) or by contacting ANTA on (07) 3246 2300. Further information about the Forest and Forest Products Industry Training Package is available from FAFPESC.

# The Forest and Forest Products Industry Training Package (FPI99)

The Forest and Forest Products Industry Training Package is managed and organised on a sector basis, which reflects the logical functional structure of the Forest and Forest Products industry in Australia. With the exception of the Pulp and Paper Manufacturing sector, which is covered by the Pulp and Paper Manufacturing Industry Training Package, the sectors covered by the Training Package are:

- Forest Growing & Management
- Harvesting
- Sawmilling & Processing
- Wood Panel Products
- Timber Manufactured Products
- Timber Merchandising

The first stage of the development of the Training Package was completed in May 1999 and covered two sectors – Forest Growing & Management and Wood Panel Products. The remaining four sectors were included in the Training Package in December 2000.

Development of the Forest and Forest Products Industry Training Package was undertaken by the Forest and Forest Products Employment Skills Company (FAFPESC), the National Industry Training Advisory Body for the Forest and Forest Products industry. Support and assistance was provided by State Industry Training Advisory Bodies. Contact details for these organisations are provided at the back of this guide.

The development of the Forest and Forest Products Industry Training Package included an extensive amount of industry consultation, validation and support. The Forest and Forest Products Employment Skills Company (FAFPESC) would like to thank the individuals, associations and enterprises that have contributed to the development of the Training Package.

## **The Forest and Forest Products Industry Training Package (FPI99)...(cont)**

The following components are all part of the Forest and Forest Products Industry Training Package. Each is a separate publication, allowing forest industries enterprises to build a package that suits the nature of the enterprise and its individual needs.

### **Sector Competency Standards**

#### **Competency Standards - Forest Growing & Management**

- Includes nursery management, propagation, stand health and maintenance

#### **Imported Competency Standards - Forest Growing & Management**

- Units imported from other industries relevant to Forest Growing & Management, including fire, rural and agricultural standards. Some Units have been given an FPI99 Code.

#### **Competency Standards - Wood Panel Products**

- Includes wood panel production techniques

#### **Competency Standards – Harvesting**

- Standards specifically related to harvesting

#### **Competency Standards - Sawmilling & Processing**

- Standards specifically relating to sawmilling and processing of timber and forest products

#### **Competency Standards - Timber Manufactured Products and Timber Merchandising**

- Standards relating to timber manufactured products, and timber merchandising

#### **Imported Competency Standards – Wood Panel Products, Harvesting, Sawmilling & Processing, Timber Manufactured Products and Merchandising**

- Units imported from other industries relevant to Wood Panel Products, Harvesting, Sawmilling & Processing, Timber Manufactured Products, Merchandising, including Transport and Distribution, Retail and some rural and horticultural units.

### **Industry Wide Competency Standards**

#### **Competency Standards – Generic**

- Includes workplace communication, occupational health & safety, workplace trainer and assessor, and frontline management standards

#### **Competency Standards – Common Technical**

- Includes standards relevant to more than one sector of the industry.

### **Included in all Training Packages**

#### **User Guide**

- Includes Qualifications Framework, Packaging Rules, Inventories of Units of Competence, and Assessment Guidelines. There is also a range of support materials for the Training Package. See the section titled “Support Materials” of this guide.

# Qualifications in the Forest and Forest Products Industry

## QUALIFICATION PACKAGING RULES

These rules are designed to allow a high degree of flexibility when choosing a qualification to meet training needs in a wide variety of workplaces within the Forest and Forest Products Industry.

### GLOSSARY

- |                         |   |
|-------------------------|---|
| a. 'NTQC'               | National Training Quality Council   |
| b. 'training package'   | A Training Package endorsed by the NTQC   |
| c. 'industry'           | The Forest & Forest Products Industry   |
| 'the industry'          | (See "Sectors" below)   |
| 'the Forest Industry'   |   |
| d. 'units'              | Units of Competence   |
| e. 'Inventory of Units' | A list of Units relevant to the Sector. Some are drawn from other industries.   |
| f. 'core'               | Compulsory Units  |
| g. 'sector'             | Either:<br>Forest Growing & Management;<br>Wood Panel Products;<br>Harvesting;<br>Sawmilling & Processing;<br>Timber Manufactured Products;<br>Merchandising; or<br>Pulp and Paper Manufacture. |
| h. 'elective'           | There is a choice of Units from within this Training Package, or other Training Packages.   |

# Qualifications in the Forest and Forest Products Industry

Qualifications are made up of a combination of Core, Sector and Elective Units and are assembled in the following manner:

## **Certificate I (requires 10 points) Across all sectors**

Is a generic industry qualification; it is not specific to any one sector. It comprises two groups of competencies.

**Core Units:** 5 Prescribed Units (Core Units do not carry any points value) *plus*  
**Elective Units:** Units to a minimum value of 10 points selected from the Inventory of Units for Certificate I.

**Certificate II (requires 22 points)**  
**Certificate III (requires 39 points)**  
**Certificate IV (requires 50 points)**  
**Diploma (requires 75 points)**

### Sector Specific

- Forest Growing & Management
- Harvesting
- Sawmilling & Processing
- Timber Manufactured Products
- Timber Merchandising
- Wood Panel Products

These qualifications are specific to a particular sector and are comprised of three groups of units.

**Core Units:** Units are prescribed for each qualification. (Core units do not carry a points value) *plus*

**Sector Units:** Units to the required minimum points value at the chosen Certificate level, at least the majority of which must come from the Inventory of Units for the chosen sector and may include a minority of units from any one other sector. All units must be drawn from the appropriate Certificate level *plus*

**Elective units:** Units to the required minimum points value which may be taken from the Forest and Forest Products Industry Training Package, and/or units relevant to this industry taken from any other endorsed Training Package.

## **Diploma (management stream)(requires 75 points) Across all sectors**

Is a Management Diploma and comprises three groups of units.

**Core Units:** 5 prescribed units (Core units do not carry a points value) *plus*

**Sector Units:** Units to the required minimum points value from remaining Frontline Management Units *plus*

**Elective units:** Units to the required minimum points value which may be taken from the Forest and Forest Products Industry Training Package, and/or units relevant to this industry taken from any other endorsed Training Package.

## QUALIFICATION PACKAGING RULES



These rules are designed to allow flexibility when choosing a qualification to meet skill needs in a wide variety of workplaces within the Forest and Forest Products Industry.

1. Units are assigned a points value corresponding to their Certificate level.

Units at Certificate I Level	=	1 point
Units at Certificate II Level	=	2 points
Units at Certificate III Level	=	3 points
Units at Certificate IV Level	=	4 points
Units at Diploma Level	=	5 or 6 points

Note: Core Units do not carry any points value.

2. A Unit retains its points value irrespective of the qualification in which it is placed.
3. Sector units must be selected from the Inventory of Units at the Certificate level of the chosen qualification.
4. Elective Units may be taken from the Forest and Forest Products Industry Training Package, and/or units relevant to the industry taken from any other endorsed Training Package.
5. Units from other Training Packages attract a points value equivalent to the Certificate/AQF level from which they are drawn. If in doubt please refer to FAFPESC, or your State ITAB.
6. All common technical (COT) Generic (GEN) and Imported (FIMP and HIMP) units may be selected for use as part of a sector inventory. All of these units and sector units must be drawn from the appropriate Certificate level.
7. Pending a complete review of the points system beginning in 2003, and based on the operational nature of the harvesting sector, the following Units of Competence will attract a points value of 3 times their currently listed points value:

FPIH3025A	Conduct forwarder forestry operations
FPIH3026A	Conduct wheeled feller buncher operations
FPIH3027A	Conduct tracked feller buncher operations
FPIH3028A	Conduct boom delimeter operations
FPIH3029A	Conduct excavator (with grab) operations
FPIH3030A	Conduct wheeled mechanical processor operations
FPIH3031A	Conduct tracked mechanical processor operations
FPIH3033A	Recover felled logs using cables - (Yarder)
FPIH3023A	Conduct skidder operations
FPIH3041A	Harvest trees manually (advanced)
MNQ OP/24.A	Conduct dozer operations

## QUALIFICATION RULES

1. A Unit of Competence, relevant to the industry, gained in one qualification may be used in a subsequent qualification.
2. The qualifications statement issued under this training package must list the units of competence that form the qualification
3. All qualifications may be gained through a New Apprenticeship pathway if approved by the relevant State Training Authority.

### Forest and Forest Products Industry Qualifications Framework

	CERTIFICATE I	CERTIFICATE II	CERTIFICATE III	CERTIFICATE IV	DIPLOMA	
	AQF 1	AQF 2	AQF 3	AQF 4	AQF 5	
<b>CORE</b>	FPI G16 A	FPI G16 A	FPI G17 A	FPI G17 A	FPI G17 A	
	FPI G22A	FPI G22A	FPI G23 A	FPI G24A		
	FPI G25 A	FPI G25 A	FPI G26 A			
				FPI G29 A		
			FPI G28 A		BSX FMI 509	
	FPI G30 A	FPI G30 A	FPI G30 A	FPI G30 A	FPI G30 A	
	FPI OHS 1A	FPI OHS 1A	FPI OHS 1A	FPI OHS 2A	BSX FMI 508 or FPI OHS 2 A	
		FPI G39 A		BSX FMI 401	BSX FMI 501	
	<b>plus</b>	<b>plus</b>	<b>plus</b>	<b>plus</b>	<b>plus</b> Sector and Elective Units from either the Technical or Management stream	
<b>SECTOR</b>	N/A	Units to the minimum value of 16 points at least 10 of which must come from the Inventory of Units for the chosen sector. Remaining points may include units from any one other sector at Certificate II	Units to the minimum value of 27 points at least 15 of which must come from the Inventory of Units for the chosen sector. Remaining points may include units from any one other sector at Certificate III	Units to the minimum value of 32 points at least 16 of which of which must come from the Inventory of Units for the chosen sector. Remaining points may include units from any one other sector at Certificate IV	Units to the minimum value of 40 points at least 20 of which of which must come from the Inventory of Units for the chosen sector. Remaining points may include units from any one other sector at Diploma level	Units to the minimum value of 40 points from the remaining Frontline Management units
		<b>plus</b>	<b>plus</b>	<b>plus</b>	<b>plus</b>	<b>plus</b>
<b>ELECTIVE</b>	Units to a minimum value of 10 points, taken from the Inventory of Units for Certificate I.	Units to the minimum value of 6 points from forest industry TP units and/or any other NTQC endorsed competencies relevant to the industry	Units to the minimum value of 12 points from forest industry TP units and/or any other NTQC endorsed competencies relevant to the industry	Units to the minimum value of 18 points from forest industry TP units and/or any other NTQC endorsed competencies relevant to the industry	Units to the minimum value of 35 points from forest industry TP units and/or any other NTQC endorsed competencies relevant to the industry	Units to the minimum value of 35 points from forest industry TP units and/or any other NTQC endorsed competencies relevant to the industry
	Total Points required for Cert I: Core plus 10	Total Points required for Cert II: Core plus 22	Total Points required for Cert III: Core plus 39	Total Points required for Cert IV: Core plus 50	Total Points required for Diploma: Core plus 75	Total Points required for Diploma: Core plus 75

# Forest and Forest Products Industry Training Package – Inventories

The following are the Inventories of Units of Competence as described in the Qualifications Packaging Rules. The inventories contain sector specific, generic, and relevant imported Units of Competence, from within the FPI99 Training Package or other Industry Training Packages. The sector column indicates which part of the FPI99 Training Package the unit is contained. The table below provides further explanation.

<b>Sector Code</b>	<b>Unit Code begins with</b>	<b>Description</b>
FIMP	RUH L LG NCR MNQ FPI	Imported Units relevant to the Forest Growing & Management sector of the Industry. Units including “L” , “LG” and “NCR” have been given an FPI99 Training Package code, until a review is undertaken of those Units of Competence, and their application to the Forest Growing & Management Sector.
COT	FPI C	Common Technical Units – Units of Competence of a technical nature relevant to more than one industry sector.
FGM	FPI FGM	Sector specific Units of Competence relevant to Forest Growing & Management
WPP	FPI WPP	Sector specific Units of Competence relevant to Wood Panel Products
HAR	FPI HAR	Sector specific Units of Competence relevant to Harvesting
SAW	FPI SAW	Sector specific Units of Competence relevant to Sawmilling & Processing
MAN	FPI M	Sector specific Units of Competence relevant to Timber Manufactured Products
MER	FPI M	Sector specific Units of Competence relevant to Timber Merchandising
HIMP	TDT WR RUH FPI	Imported Units of Competence relevant to Harvesting, Wood Panel Products, Sawmilling & Processing, Timber Manufactured Products and Merchandising.
GEN	FPI G BSA BSZ BSX	Generic Units of Competence. Includes both Forest and Forest Products Industry Generic Standards, as well as Business Services, Trainer and Assessor and Frontline Management Units of Competence.

## Pre-Requisite/Co-Requisite Units

Units of Competence contained within the Forest and Forest Products Industry Training Package in some instances contain suggested Pre-Requisites or Co-Requisites. In the main, these are Units of Competency pertaining to Occupational Health & Safety.

Pre-Requisites and Co-Requisites listed in the Training Package are not essential to achieve competence. They are however, suggested on the basis that they are complementary.

## Certificate I Inventory

Unit Code	Certificate I Inventory Title	Sector	
	<b>Units of Competence worth 1 point</b>		
FPIL14A	Prevent Injury	FIMP	
FPINCR045A	Use remote area skills	FIMP	
BSATEC102A	Access & retrieve computer data	GEN	
FPIC1002A	Stack and bind material	COT	
FPIC1009A	Act in an environmentally responsible manner	COT	
FPIFGM052A	Plant trees by hand	FGM	
FPIFGM147A	Read and interpret maps	FGM	
FPIFGM160A	Provide nursery support	FGM	
FPIG37A	Apply basic first aid techniques	GEN	
FPIWPP203A	Pack assembled products	WPP	
FPIWPP204A	Assemble veneer in sequence	WPP	
RUHHRT101A	Provide crop care	FIMP	
RUHHRT103A	Provide work site support	FIMP	
RUHHRT112A	Provide propagation support	FIMP	
TDTD197A	Shift materials safely	HIMP	
TDTD297A	Use manual handling equipment	HIMP	
WRRCA.1A	Operate retail equipment	HIMP	
WRRM.2A	Perform routine housekeeping duties	HIMP	
	<b>Units of Competence worth 2 points</b>		
FPIL25A	Utilise pumps	FIMP	
FPIL387A	Employ personal protection	FIMP	
BSATEC202A	Operate a computer to gain access to & retrieve data	GEN	
FPIC65A	Undertake direct seeding	FIMP	
FPIC2001A	Rack material	COT	
FPIC2004A	Produce glue-laminated beams	COT	
FPIC2005A	Finish fabricated products	COT	
FPIC2006A	Coat products manually	COT	
FPIC2008A	Navigate in remote or trackless areas	COT	
FPIC2014A	Assemble products	COT	
FPIC2016A	Tally material	COT	
FPIC2018A	Sort timber for appearance	COT	
FPIC2019A	Weigh loads	COT	
FPIFGM016A	Tend forest nursery plants	FGM	
FPIFGM023A	Store & dispatch seed	FGM	
FPIFGM053A	Plant trees mechanically	FGM	
FPIFGM054A	Fertilise plantation trees	FGM	
FPIFGM065A	Select trees (for tending operations)	FGM	
FPIFGM067A	Prune trees	FGM	
FPIFGM109A	Undertake brushcutting operations	FGM	
FPIFGM146A	Cut, sort and set cuttings	FGM	
FPIFGM148A	Trap & bait pests	FGM	
FPIG20A	Collect, analyse & organise information - basic	GEN	
FPIG38A	Administer first aid procedures	GEN	
FPIG41A	Use hand-held tools	GEN	
FPIG42A	Hand sharpen knives & blades	GEN	
FPIM2001A	Store material	TMM	
FPIM2005A	Assemble products using nail plates	TMM	
FPIM2006A	Glaze frames	TMM	
FPIM2007A	Cut material to shape	TMM	
FPIM2008A	Determine packing requirements	TMM	
FPIS2002A	Assess and pre-sort timber for a production process	SAW	
FPIS2010A	Produce beams using nail plates	SAW	
FPIS2022A	Measure and record log deliveries	SAW	
FPIWPP303A	Paint panels	WPP	
FPIWPP307A	Grade, sort & mark material in a production process	WPP	
FPIWPP308A	Repair veneer & ply	WPP	
FPIWPP314A	Band edges of panels	WPP	
FPIWPP318A	Match & join veneer	WPP	
FPIWPP320A	Prepare veneer for ply	WPP	
FPIWPP322A	Scarf edges of veneer	WPP	
FPIWPP323A	Clip veneer	WPP	
FPIWPP324A	Punch peg holes in panels	WPP	
FPIWPP327A	Cut peeled veneer	WPP	
FPIWPP328A	Maintain stores	WPP	
FPIWPP330A	Process customer orders - basic	WPP	

Unit Code	Certificate I Inventory Title	Sector	
FPIWPP340A	Repair panels	WPP	
FPIWPP405A	Grade finished product	WPP	
RUAAG2008CHA	Maintain chemical equipment	FIMP	
RUAAG2009CHA	Apply chemicals & biological agents	FIMP	
TDTA1297A	Pick and process orders	HIMP	
WRRCA.2A	Apply retail office procedure	HIMP	
WRRCS.2A	Apply point of sale handling procedures	HIMP	
WRRCS.3A	Interact with customers	HIMP	
WRRF.1A	Balance register/terminal	HIMP	
WRRF.2A	Perform retail finance duties	HIMP	
WRRI.1A	Perform stock control procedures	HIMP	
WRRM.1A	Merchandise products	HIMP	
WRRS.1A	Sell products and services	HIMP	
WRRS.2A	Advise on products and services	HIMP	

## Forest Growing & Management Inventory

Unit Code	Forest Growing & Management Inventory Title	Sector	
	<b>Units of Competence worth 2 points</b>		
FPIL11A	Prepare equipment & appliances for emergency response	FIMP	
FPIL1321A	Check fire systems & equipment (Fire)	FIMP	
FPIL211A	Respond to hazardous materials incidents	FIMP	
FPIL24A	Drive fire suppression vehicles under operational conditions	FIMP	
FPIL25A	Utilise pumps	FIMP	
FPIL29A	Suppress fires	FIMP	
FPIL387A	Employ personal protection	FIMP	
FPIC65A	Undertake direct seeding	FIMP	
FPIC2007A	Maintain chainsaws	COT	
FPIC2011A	Cross-cut materials with a hand held chainsaw	COT	
FPIC2029A	Work within environmental constraints	COT	
FPIFGM016A	Tend forest nursery plants	FGM	
FPIFGM023A	Store & dispatch seed	FGM	
FPIFGM053A	Plant trees mechanically	FGM	
FPIFGM054A	Fertilise plantation trees	FGM	
FPIFGM055A	Release trees / control weeds	FGM	
FPIFGM065A	Select trees (for tending operations)	FGM	
FPIFGM067A	Prune trees	FGM	
FPIFGM069A	Trim and cross cut felled trees (non-commercial / non production)	FGM	
FPIFGM109A	Undertake brushcutting operations	FGM	
FPIFGM110A	Fall trees manually - basic (non commercial / non-production)	FGM	
FPIFGM139A	Operate 4x4 vehicle in off-road conditions	FGM	
FPIFGM146A	Cut, sort and set cuttings	FGM	
FPIFGM148A	Trap & bait pests	FGM	
FPIFGM153A	Spot fires from a fire tower	FGM	
FPIFGM162A	Collect, treat and store seed	FGM	
FPIFGM163A	Maintain visitor sites	FGM	
FPIFGM164A	Operate 4X4 vehicle on unsealed roads	FGM	
FPIG38A	Administer first aid procedures	GEN	
FPIG41A	Use hand-held tools	GEN	
FPIH2002A	Grade logs and mark for segregation	HAR	
FPIH2004A	Maintain equipment on site - basic		
RUAAG2008CHA	Maintain chemical equipment	FIMP	
RUAAG2009CHA	Apply chemicals & biological agents	FIMP	
RUAAG3522DYA	Implement farm improvements, construction & repairs	FIMP	
RUHHRT217A	Maintain properties & structures	FIMP	
RUHHRT318A	Undertake operational maintenance of machinery	FIMP	
RUHHRT319A	Prepare field soils for planting	FIMP	
RUHHRT349A	Receive & dispatch plants	FIMP	
	<b>Units of Competence worth 3 points</b>		
FPIL2191516A	Reduce wildfire hazards	FIMP	
FPINCR034A	Utilise burning for natural & cultural resource management	FIMP	
FPIFGM006A	Extract seed	FGM	
FPIFGM008A	Conduct seed collecting operation	FGM	
FPIFGM047A	Prepare sites for forest establishment using tracked or wheeled equipment	FGM	
FPIFGM048A	Undertake instrument survey activities	FGM	
FPIFGM058A	Rehabilitate tracks, quarries and landings	FGM	

Unit Code	Forest Growing & Management Inventory Title	Sector	
FPIFGM075A	Collect data or a sample from a sample area for assessment	FGM	
FPIFGM108A	Conduct tip truck operations	FGM	
FPIFGM111A	Fall trees manually - intermediate (non-commercial / non-production)	FGM	
FPIFGM112A	Fall trees manually - advanced (non-commercial / non-production)	FGM	
FPIFGM116A	Conduct non-commercial thinning operations	FGM	
FPIFGM120A	Deliver interpretations activities	FGM	
FPIFGM140A	Perform water crossing and recovery of 4x4 vehicles	FGM	
FPIFGM149A	Conduct grader operations	FGM	
FPIFGM150A	Conduct roller / compactor operations	FGM	
FPIFGM152A	Extract material from a quarry	FGM	
FPIFGM154A	Graft cuttings	FGM	
FPIFGM161A	Transport plant, equipment & personnel	FGM	
FPIFGM165A	Measure trees	FGM	
FPILGRC21A	Issue permits	FIMP	
MNQ.OP/21.A	Conduct front end loader operations	FIMP	
MNQ.OP/22.A	Conduct shovel / excavator operations	FIMP	
MNQ.OP/24.A	Conduct dozer operations	FIMP	
RUAAG2005CHA	Maintain supplies of chemical & biological agents	FIMP	
RUAAG2007CHA	Prepare chemicals & biological agents	FIMP	
RUAAG2010CHA	Clean up following application of chemicals & biological agents	FIMP	
RUAAG3523DYA	Design & construct conventional fencing	FIMP	
RUHHRT226A	Undertake irrigation systems maintenance activities	FIMP	
RUHHRT313A	Install irrigation systems	FIMP	
RUHHRT324A	Propagate plants	FIMP	
	<b>Units of Competence worth 4 points</b>		
FPIL319A	Lead & motivate firefighters	FIMP	*
FPIL320A	Monitor work team	FIMP	*
FPIL322A	Monitor wildfire prevention activities	FIMP	*
FPIL36A	Monitor fire / incident operations	FIMP	*
FPIL38A	Monitor & carry out fire suppression	FIMP	*
FPIL44A	Carry out fire investigations	FIMP	*
FPINCR033A	Plan burning activities natural & cultural resource management	FIMP	*
BSATEC401A	Produce complex documents	GEN	*
BSATEC402A	Assist in maintenance of a computer system	GEN	
BSATEC403A	Identify & use new & existing technology to meet the needs of the organisation	GEN	*
BSATEC404A	Customise & maintain software	GEN	
BSXFMI402A	Provide leadership in the workplace	GEN	
BSXFMI403A	Establish & manage effective workplace relationships	GEN	
BSXFMI404A	Participate in, lead & facilitate work teams	GEN	
BSXFMI405A	Manage operations to achieve planned outcomes	GEN	
BSXFMI406A	Manage workplace information	GEN	
BSXFMI407A	Manage quality customer service	GEN	
BSXFMI408A	Develop & maintain a safe workplace & environment	GEN	
BSXFMI409A	Implement & monitor continuous improvement systems & processes	GEN	
BSXFMI410A	Facilitate & capitalise on change & innovation	GEN	
BSXFMI411A	Contribute to the development of a workplace learning environment	GEN	
BSZ401A	Plan assessment	GEN	*
BSZ402A	Conduct assessment	GEN	*
BSZ403A	Review assessment	GEN	*
BSZ404A	Train small groups	GEN	*
BSZ405A	Plan and promote a training program	GEN	*
BSZ406A	Plan a series of training sessions	GEN	*
BSZ407A	Deliver training sessions	GEN	*
BSZ408A	Review training	GEN	*
FPIFGM004A	Manage seed collection	FGM	*
FPIFGM011A	Prepare seed bed	FGM	*
FPIFGM044A	Conduct an instrument survey	FGM	*
FPIFGM063A	Manage stand health	FGM	*
FPIFGM113A	Manage propagation operations	FGM	*
FPIFGM117A	Manage stem improvement	FGM	*
FPIFGM119A	Provide and manage interpretations programs	FGM	*
FPIFGM131A	Conduct a pests and diseases assessment	FGM	*
FPIFGM132A	Conduct a stocking assessment	FGM	*
FPIFGM133A	Conduct a wood volume / yield assessment	FGM	*
FPIFGM134A	Conduct a site factor assessment	FGM	*
FPIFGM155A	Interpret and use aerial photographs for forest management	FGM	*
FPIFGM158A	Respond to, and prepare, a tender	FGM	*
FPILGMT43A	Manage finances within a budget	FIMP	*
FPILGRC32A	Monitor areas under jurisdiction	FIMP	*
FPILGRC41A	Administer relevant legislation	FIMP	

Unit Code	Forest Growing & Management Inventory Title	Sector	
FPILGRC42A	Monitor compliance procedures for currency	FIMP	*
RUHHRT312A	Install drainage systems	FIMP	*
RUHHRT315A	Operate irrigation systems	FIMP	*
RUHHRT401A	Plan revegetation works	FIMP	*
RUHHRT412A	Implement an integrated pest management program	FIMP	*
RUHHRT413A	Supervise nursery plant production	FIMP	*
RUHHRT510A	Plan a growing media preparation	FIMP	*
RUHHRT517A	Manage plant health	FIMP	*
RUHHRT519A	Manage controlled growing environments	FIMP	*
RUHHRT520A	Implement sustainable horticultural practices	FIMP	*
	<b>Units of Competence worth 5 points</b>		
FPIL53A	Command / control a major incident	FIMP	*
BSXFMI503A	Establish & manage effective workplace relationships	GEN	
BSXFMI504A	Participate in, lead & facilitate work teams	GEN	
BSXFMI505A	Manage operations to achieve planned outcomes	GEN	
BSXFMI506A	Manage workplace information	GEN	
BSZ501A	Analyse competency requirements	GEN	*
BSZ502A	Design and establish the training system	GEN	*
BSZ503A	Design and establish the assessment system	GEN	*
BSZ504A	Manage the training and assessment system	GEN	*
BSZ505A	Evaluate the training and assessment system	GEN	*
BSZ506A	Develop assessment procedures	GEN	*
BSZ507A	Develop assessment tools	GEN	*
BSZ508A	Design training courses	GEN	*
FPIC5080A	Implement sustainable forestry practices	COT	*
FPIFGM001A	Develop a stock production & planting program	FGM	*
FPIFGM073A	Develop an inventory program	FGM	*
FPIFGM115A	Manage tending operations - native forest	FGM	*
FPIFGM118A	Manage stand nutrition	FGM	*
FPIFGM127A	Manage tending operations - plantations	FGM	*
FPIFGM136A	Conduct tree breeding operations	FGM	*
FPIFGM143A	Plan timber extraction activities	FGM	*
FPIFGM151A	Plan a quarry	FGM	*
FPIFGM156A	Arrange contract	FGM	*
FPIFGM159A	Construct and maintain roads/tracks	FGM	*
FPIFGM166A	Carry out Patrol	FGM	
FPIOHS3A	Establish, maintain & evaluate the organisation's occupational health & safety system	GEN	*
FPILGCT41A	Undertake the tendering process	FIMP	*
FPILGCT43A	Administer contracts	FIMP	*
FPILGMT53A	Devise & conduct community consultation	FIMP	*
FPILGRC52A	Develop public education for compliance	FIMP	*
RUAAG2011CHA	Manage a chemical spill / leakage	FIMP	*
RUHHRT424A	Manage irrigation, drainage and treatment systems	FIMP	*
RUHHRT523A	Trial plants, products & treatments	FIMP	*
RUHHRT524A	Provide specialist advice on plants, products & treatments	FIMP	*

## Wood Panel Products Inventory

Unit Code	Wood Panel Products Inventory Title	Sector	
	<b>Units of Competence worth 2 points</b>		
BSATEC202A	Operate a computer to gain access to & retrieve data	GEN	
BSATEC203A	Operate a computer to produce simple documents	GEN	
FPIC2001A	Rack material	COT	
FPIC2005A	Finish fabricated products	COT	
FPIC2006A	Coat products manually	COT	
FPIC2007A	Maintain chainsaws	COT	
FPIC2010A	Tail out or pull out timber	COT	
FPIC2014A	Assemble products	COT	
FPIC2016A	Tally material	COT	
FPIC2020A	Deliver and collect material	COT	
FPIC2027A	Cross-cut logs with a circular saw or fixed chainsaw	COT	
FPIC2028A	Assess, sort and store logs	COT	
FPIG38A	Administer first aid procedures	GEN	
FPIG41A	Use hand-held tools	GEN	
FPIWPP301A	Produce veneer from debarked logs - basic	WPP	
FPIWPP302A	Surface treat raw board	WPP	

Unit Code	Wood Panel Products Inventory Title	Sector	
FPIWPP303A	Paint panels	WPP	
FPIWPP304A	Produce fibre from chips	WPP	
FPIWPP306A	Form board / mat	WPP	
FPIWPP307A	Grade, sort & mark material in a production process	WPP	
FPIWPP308A	Repair veneer & ply	WPP	
FPIWPP310A	Visually grade panels	WPP	
FPIWPP311A	Cut panels - advanced	WPP	
FPIWPP314A	Band edges of panels	WPP	
FPIWPP315A	Prepare chip or fibre blends	WPP	
FPIWPP317A	Chip or flake wood	WPP	
FPIWPP318A	Match & join veneer	WPP	
FPIWPP319A	Sort & mark debarked logs	WPP	
FPIWPP320A	Prepare veneer for ply	WPP	
FPIWPP322A	Scarf edges of veneer	WPP	
FPIWPP323A	Clip veneer	WPP	
FPIWPP324A	Punch peg holes in panels	WPP	
FPIWPP325A	Shift material using conveyor	WPP	
FPIWPP326A	Debark logs mechanically	WPP	
FPIWPP327A	Cut peeled veneer	WPP	
FPIWPP328A	Maintain stores	WPP	
FPIWPP329A	Sling loads & assist load transfers	WPP	
FPIWPP330A	Process customer orders - basic	WPP	
FPIWPP332A	Saw products from continuous ply - basic	WPP	
FPIWPP333A	Machine panels - basic	WPP	
FPIWPP340A	Repair panels	WPP	
FPIWPP341A	Transfer loads	WPP	
FPIWPP342A	Laminate board - basic	WPP	
FPIWPP405A	Grade finished product	WPP	
FPIWPP407A	Shift logs with wheeled lifting equipment - basic	WPP	
	<b>Units of Competence worth 3 points</b>		
FPIC3058A	Sharpen cutters and routers	COT	
FPIC3066A	Maintain security of site and building perimeters	COT	
FPIWPP321A	Laminate or veneer board surfaces	WPP	
FPIWPP334A	Prepare resin or glue	WPP	
FPIWPP401A	Receive & measure logs	WPP	
FPIWPP402A	Plane / sand panels	WPP	
FPIWPP403A	Maintain caul plates & screens	WPP	
FPIWPP404A	Dry material	WPP	
FPIWPP406A	Shift material with wheeled lifting equipment - basic	WPP	
FPIWPP408A	Heat treat board	WPP	
FPIWPP409A	Prepare paper for laminating process	WPP	
FPIWPP410A	Mechanically stress grade panels	WPP	
FPIWPP411A	Transfer loads using overhead crane (gantry)	WPP	
FPIWPP413A	Process customer orders - advanced	WPP	
FPIWPP414A	Press board - daylight process	WPP	
FPIWPP415A	Control process effluent	WPP	
FPIWPP416A	Machine panels - advanced	WPP	
FPIWPP417A	Stack material using automatic equipment	WPP	
FPIWPP418A	Prepare & test mixes	WPP	
FPIWPP419A	Co-ordinate panel painting	WPP	
FPIWPP420A	Produce flake from logs / chips	WPP	
FPIWPP423A	Weigh loads	WPP	
FPIWPP425A	Operate steam boiler	WPP	
FPIWPP428A	Saw products from continuous ply - advanced	WPP	
FPIWPP429A	Plan & set up product assembly	WPP	
FPIWPP430A	Trim / cut new panels to size	WPP	
FPIWPP431A	Produce veneer from debarked logs - advanced	WPP	
FPIWPP432A	Laminate or veneer board surfaces - advanced	WPP	
FPIWPP433A	Press laminated ply	WPP	
FPIWPP434A	Immunise veneer	WPP	
FPIWPP440A	Dry material in a flash dryer	WPP	
FPIWPP441A	Profile sand moulded strips	WPP	
FPIWPP442A	Form & press board - continuous press	WPP	
FPIWPP443A	Vacuum paint moulded strip	WPP	
FPIWPP444A	Operate heat / energy plant	WPP	
FPIWPP446A	Dry wood furnish	WPP	
FPIWPP447A	Trim, mark & grade laminated board	WPP	
FPIWPP448A	Classify flake	WPP	
FPIWPP449A	Laminate board - advanced	WPP	
FPIWPP450A	Refine fibre	WPP	



Unit Code	Wood Panel Products Inventory Title	Sector	
FPIWPP501A	Sharpen & align blades & knives	WPP	
FPIWPP502A	Test product in a laboratory	WPP	
<b>Units of Competence worth 4 points</b>			
BSATEC401A	Produce complex documents	GEN	*
BSATEC402A	Assist in maintenance of a computer system	GEN	
BSATEC403A	Identify & use new & existing technology to meet the needs of the organisation	GEN	*
BSATEC404A	Customise & maintain software	GEN	
BSXFMI402A	Provide leadership in the workplace	GEN	
BSXFMI403A	Establish & manage effective workplace relationships	GEN	
BSXFMI404A	Participate in, lead & facilitate work teams	GEN	
BSXFMI405A	Manage operations to achieve planned outcomes	GEN	
BSXFMI406A	Manage workplace information	GEN	
BSXFMI407A	Manage quality customer service	GEN	
BSXFMI408A	Develop & maintain a safe workplace & environment	GEN	
BSXFMI409A	Implement & monitor continuous improvement systems & processes	GEN	
BSXFMI410A	Facilitate & capitalise on change & innovation	GEN	
BSXFMI411A	Contribute to the development of a workplace learning environment	GEN	
BSZ401A	Plan assessment	GEN	*
BSZ402A	Conduct assessment	GEN	*
BSZ403A	Review assessment	GEN	*
BSZ404A	Train small groups	GEN	*
BSZ405A	Plan and promote a training program	GEN	*
BSZ406A	Plan a series of training sessions	GEN	*
BSZ407A	Deliver training sessions	GEN	*
BSZ408A	Review training	GEN	*
FPIC4082A	Maintain security of premises and equipment	COT	*
FPIFGM158A	Respond to, and prepare, a tender	FGM	*
FPIM4020A	Implement stock control procedures	TMM	*
FPIWPP505A	Shift material with dozer	WPP	*
FPIWPP506A	Shift material with wheeled lifting equipment - advanced	WPP	*
FPIWPP507A	Shift logs with wheeled lifting equipment - advanced	WPP	*
FPILGMT43A	Manage finances within a budget	FIMP	*
<b>Units of Competence worth 5 points</b>			
BSXFMI503A	Establish & manage effective workplace relationships	GEN	
BSXFMI504A	Participate in, lead & facilitate work teams	GEN	
BSXFMI505A	Manage operations to achieve planned outcomes	GEN	
BSXFMI506A	Manage workplace information	GEN	
BSZ501A	Analyse competency requirements	GEN	*
BSZ502A	Design and establish the training system	GEN	*
BSZ503A	Design and establish the assessment system	GEN	*
BSZ504A	Manage the training and assessment system	GEN	*
BSZ505A	Evaluate the training and assessment system	GEN	*
BSZ506A	Develop assessment procedures	GEN	*
BSZ507A	Develop assessment tools	GEN	*
BSZ508A	Design training courses	GEN	*
FPIFGM156A	Arrange contract	FGM	*
FPIOHS3A	Establish, maintain & evaluate the organisation's occupational health & safety system	GEN	*
FPILGCT41A	Undertake the tendering process	FIMP	*
FPILGCT43A	Administer contracts	FIMP	*
RUAAG2011CHA	Manage a chemical spill / leakage	FIMP	*

## Harvesting Inventory

Unit Code	Harvesting Inventory Title	Sector	
<b>Units of Competence worth 2 points</b>			
BSATEC202A	Operate a computer to gain access to & retrieve data	GEN	
BSATEC203A	Operate a computer to produce simple documents	GEN	
FPIC2007A	Maintain chainsaws	COT	
FPIC2008A	Navigate in remote or trackless areas	COT	
FPIC2011A	Cross-cut materials with a hand held chainsaw	COT	
FPIC2029A	Work within environmental constraints	COT	
FPIFGM139A	Operate 4x4 vehicle in off-road conditions	FGM	
FPIFGM164A	Operate 4X4 vehicle on unsealed roads	FGM	
FPIG38A	Administer first aid procedures	GEN	
FPIG41A	Use hand-held tools	GEN	
FPIH2001A	Trim and cross-cut harvested trees	HAR	

Unit Code	Harvesting Inventory Title	Sector	
FPIH2002A	Grade logs and mark for segregation	HAR	
FPIH2003A	Harvest trees manually - basic	HAR	
FPIH2004A	Maintain equipment on site - basic	HAR	
FPIH2005A	Recover felled logs using cables (Rigging Slinger)	HAR	
FPIH2006A	Recover felled logs using cables (Chokerman)	HAR	
FPIH2007A	Recover felled logs using cables (Chaser)	HAR	
FPIH2008A	Conduct self loading crane forestry operations	HAR	
RUHHRT223A	Climb small trees	HIMP	
	<b>Units of Competence worth 3 points</b>		
BSXFMI304A	Participate in, lead & facilitate work teams	GEN	
BSXFMI305A	Manage operations to achieve planned outcomes	GEN	
BSXFMI308A	Develop & maintain a safe workplace & environment	GEN	
FPIFGM047A	Prepare sites for forest establishment using tracked or wheeled equipment	FGM	
FPIFGM058A	Rehabilitate tracks, quarries and landings	FGM	
FPIFGM108A	Conduct tip truck operations	FGM	
FPIFGM149A	Conduct grader operations	FGM	
FPIFGM150A	Conduct roller / compactor operations	FGM	
FPIFGM161A	Transport plant, equipment & personnel	FGM	
FPIH3020A	Harvest trees manually - intermediate	HAR	
FPIH3021A	Conduct wheeled tractor forestry operations	HAR	
FPIH3022A	Conduct crawler tractor forestry operations	HAR	
FPIH3023A	Conduct skidder operations	HAR	
FPIH3024A	Conduct loader (wheeled or tracked) forestry operations	HAR	
FPIH3025A	Conduct forwarder forestry operations	HAR	
FPIH3026A	Conduct wheeled feller buncher operations	HAR	
FPIH3027A	Conduct tracked feller buncher operations	HAR	
FPIH3028A	Conduct boom delimeter operations	HAR	
FPIH3029A	Conduct excavator (with grab) operations	HAR	
FPIH3030A	Conduct wheeled mechanical processor operations	HAR	
FPIH3031A	Conduct tracked mechanical processor operations	HAR	
FPIH3032A	Shift forestry logs using truck	HAR	
FPIH3033A	Recover felled logs using cables - (Yarder)	HAR	
FPIH3040A	Maintain equipment - advanced	HAR	
FPIH3041A	Harvest trees manually - advanced	HAR	
MNQ.OP/24.A	Conduct dozer operations	FIMP	
RUHHRT309A	Remove trees in confined spaces	HIMP	
RUHHRT355A	Undertake complex tree climbing	HIMP	
	<b>Units of Competence worth 4 points</b>		
FPIL319A	Lead & motivate firefighters	FIMP	*
FPIL320A	Monitor work team	FIMP	*
FPIL322A	Monitor wildfire prevention activities	FIMP	*
FPIL36A	Monitor fire / incident operations	FIMP	*
FPIL38A	Monitor & carry out fire suppression	FIMP	*
FPIL44A	Carry out fire investigations	FIMP	*
BSATEC401A	Produce complex documents	GEN	*
BSATEC402A	Assist in maintenance of a computer system	GEN	
BSATEC403A	Identify & use new & existing technology to meet the needs of the organisation	GEN	*
BSATEC404A	Customise & maintain software	GEN	
BSXFMI402A	Provide leadership in the workplace	GEN	
BSXFMI403A	Establish & manage effective workplace relationships	GEN	
BSXFMI404A	Participate in, lead & facilitate work teams	GEN	
BSXFMI405A	Manage operations to achieve planned outcomes	GEN	
BSXFMI406A	Manage workplace information	GEN	
BSXFMI407A	Manage quality customer service	GEN	
BSXFMI408A	Develop & maintain a safe workplace & environment	GEN	
BSXFMI409A	Implement & monitor continuous improvement systems & processes	GEN	
BSXFMI410A	Facilitate & capitalise on change & innovation	GEN	
BSXFMI411A	Contribute to the development of a workplace learning environment	GEN	
BSZ401A	Plan assessment	GEN	*
BSZ402A	Conduct assessment	GEN	*
BSZ403A	Review assessment	GEN	*
BSZ404A	Train small groups	GEN	*
BSZ405A	Plan and promote a training program	GEN	*
BSZ406A	Plan a series of training sessions	GEN	*
BSZ407A	Deliver training sessions	GEN	*
BSZ408A	Review training	GEN	*
FPIFGM004A	Manage seed collection	FGM	*
FPIFGM011A	Prepare seed bed	FGM	*
FPIFGM131A	Conduct a pests and diseases assessment	FGM	*

Unit Code	Harvesting Inventory Title	Sector	
FPIFGM133A	Conduct a wood volume / yield assessment	FGM	*
FPIFGM134A	Conduct a site factor assessment	FGM	*
FPIFGM155A	Interpret and use aerial photographs for forest management	FGM	*
FPIFGM158A	Respond to, and prepare, a tender	FGM	*
FPIH4050A	Apply tree jacking techniques	HAR	*
FPIH4051A	Recover felled logs using cables - hook tender	HAR	*
FPIH4052A	Design log landing and snig tracks	HAR	*
FPIH4053A	Lead a work crew	HAR	*
FPILGMT43A	Manage finances within a budget	FIMP	*
FPILGRC32A	Monitor areas under jurisdiction	FIMP	*
	<b>Units of Competence worth 5 points</b>		
FPIL53A	Command / control a major incident	FIMP	*
BSXFMI503A	Establish & manage effective workplace relationships	GEN	
BSXFMI504A	Participate in, lead & facilitate work teams	GEN	
BSXFMI505A	Manage operations to achieve planned outcomes	GEN	
BSXFMI506A	Manage workplace information	GEN	
BSZ501A	Analyse competency requirements	GEN	*
BSZ502A	Design and establish the training system	GEN	*
BSZ503A	Design and establish the assessment system	GEN	*
BSZ504A	Manage the training and assessment system	GEN	*
BSZ505A	Evaluate the training and assessment system	GEN	*
BSZ506A	Develop assessment procedures	GEN	*
BSZ507A	Develop assessment tools	GEN	*
BSZ508A	Design training courses	GEN	*
FPIC5080A	Implement sustainable forestry practices	COT	*
FPIFGM073A	Develop an inventory program	FGM	*
FPIFGM115A	Manage tending operations - native forest	FGM	*
FPIFGM143A	Plan timber extraction activities	FGM	*
FPIFGM151A	Plan a quarry	FGM	*
FPIFGM156A	Arrange contract	FGM	*
FPIFGM159A	Construct and maintain roads/tracks	FGM	*
FPIOHS3A	Establish, maintain & evaluate the organisation's occupational health & safety system	GEN	*
FPILGCT41A	Undertake the tendering process	FIMP	*
FPILGCT43A	Administer contracts	FIMP	*
FPILGMT53A	Devise & conduct community consultation	FIMP	*
RUAAG2011CHA	Manage a chemical spill / leakage	FIMP	*

## Sawmilling & Processing Inventory

Unit Code	Sawmilling & Processing Inventory Title	Sector	
	<b>Units of Competence worth 2 points</b>		
BSATEC202A	Operate a computer to gain access to & retrieve data	GEN	
BSATEC203A	Operate a computer to produce simple documents	GEN	
FPIC2001A	Rack material	COT	
FPIC2003A	Dock timber manually for length and defects	COT	
FPIC2004A	Produce glue-laminated beams	COT	
FPIC2005A	Finish fabricated products	COT	
FPIC2006A	Coat products manually	COT	
FPIC2007A	Maintain chainsaws	COT	
FPIC2010A	Tail out or pull out timber	COT	
FPIC2011A	Cross-cut materials with a hand held chainsaw	COT	
FPIC2012A	Dress boards/timber - basic	COT	
FPIC2013A	Resaw boards/timber - basic	COT	
FPIC2014A	Assemble products	COT	
FPIC2015A	Produce finger jointed timber	COT	
FPIC2016A	Tally material	COT	
FPIC2017A	Produce pointed timber products	COT	
FPIC2018A	Sort timber for appearance	COT	
FPIC2019A	Weigh loads	COT	
FPIC2020A	Deliver and collect material	COT	
FPIC2021A	Grade hardwood sawn and milled products	COT	
FPIC2022A	Grade softwood sawn and milled products	COT	
FPIC2023A	Grade cypress sawn and milled products	COT	
FPIC2024A	Visually stress grade hardwood	COT	
FPIC2025A	Visually stress grade softwood	COT	
FPIC2026A	Visually stress grade cypress	COT	

Unit Code	Sawmilling & Processing Inventory Title	Sector	
FPIC2027A	Cross-cut logs with a circular saw or fixed chainsaw	COT	
FPIC2028A	Assess, sort and store logs	COT	
FPIG38A	Administer first aid procedures	GEN	
FPIG41A	Use hand-held tools	GEN	
FPIS2001A	Grade round poles and debarked logs	SAW	
FPIS2002A	Assess and pre-sort timber for a production process	SAW	
FPIS2003A	Sort boards mechanically	SAW	
FPIS2006A	Peel and/or debark softwood logs mechanically	SAW	
FPIS2007A	Conduct timber treatment plant operations	SAW	
FPIS2008A	Produce sawn green boards	SAW	
FPIS2009A	Dock boards on mechanical feed	SAW	
FPIS2010A	Produce beams using nail plates	SAW	
FPIS2011A	Chip sawmill residue	SAW	
FPIS2012A	Supply boards for dressing	SAW	
FPIS2013A	Supply boards for stacking	SAW	
FPIS2014A	Round softwood logs using automated processes	SAW	
FPIS2015A	Split posts	SAW	
FPIS2020A	Rack or stack material using automated processes	SAW	
FPIS2021A	Conduct mechanical stress grading operations	SAW	
FPIS2022A	Measure and record log deliveries	SAW	
FPIS2023A	Saw logs	SAW	
FPIS2024A	Produce sawn green boards - intermediate	SAW	
FPIS2025A	Produce laminated beams	SAW	
FPIS2026A	Select and co-ordinate machine and saw shop supplies	SAW	
FPIS2027A	Dry timber in low temperature kiln	SAW	
TDTA1297A	Pick and process orders	HIMP	
TDTC297A	Drive light rigid vehicles	HIMP	
TDTC397A	Drive medium rigid vehicles	HIMP	
TDTD1097A	Operate a forklift	HIMP	
TDTD1297A	Operate specialised load shifting equipment	HIMP	
TDTD1397A	Move materials mechanically	HIMP	
TDTD497A	Load and unload goods/cargo	HIMP	
TDTD797A	Prepare cargo for transfer with slings	HIMP	
WRRCS.3A	Interact with customers	HIMP	
	<b>Units of Competence worth 3 points</b>		
FPIC3051A	Shift material using truck	COT	
FPIC3052A	Dress boards/timber - advanced	COT	
FPIC3053A	Cut material using computer programmed machinery	COT	
FPIC3054A	Cut material using high speed optimiser	COT	
FPIC3055A	Set up and maintain finger jointing operations	COT	
FPIC3056A	Test strength of joints	COT	
FPIC3058A	Sharpen cutters and routers	COT	
FPIC3059A	Maintain straight edges and tension gauges	COT	
FPIC3060A	Replace saws, blades and guides	COT	
FPIC3061A	Manufacture cutters and router bits	COT	
FPIC3063A	Swage saws	COT	
FPIC3064A	Identify and rectify saw performance	COT	
FPIC3065A	Identify and rectify cutter performance	COT	
FPIC3066A	Maintain security of site and building perimeters	COT	
FPIM3016A	Plan and set up product assembly	TMM	
FPIS3033A	Dismantle, transport and assemble hand portable sawmill	SAW	
FPIS3034A	Produce sawn green boards using hand portable sawmill	SAW	
FPIS3035A	Dry timber in conventional and high temperature kiln	SAW	
FPIS3036A	Start steam boiler	SAW	
FPIS3037A	Operate and monitor boiler	SAW	
FPIS3038A	Shut down and store boiler	SAW	
FPIS3039A	Conduct heat plant operations	SAW	
FPIS3040A	Optimise timber treatment plant operations	SAW	
FPIS3041A	Sharpen band saws	SAW	
FPIS3042A	Sharpen circular saws in manually controlled grinder	SAW	
FPIS3043A	Debark logs using automated processes	SAW	
FPIS3044A	Implement timber drying operations	SAW	
FPIS3045A	Saw logs - advanced	SAW	
FPIS3046A	Produce sawn green boards - advanced	SAW	
FPIS3047A	Shift material with dozer	SAW	
FPIS3048A	Align saws, canter rings and chipper heads	SAW	
FPIS3049A	Sharpen and align blades and knives	SAW	
FPIS3050A	Set saws	SAW	
FPIS3051A	Recondition guides	SAW	
FPIS3052A	Sharpen tipped circular saws by automated grinder	SAW	

Unit Code	Sawmilling & Processing Inventory Title	Sector	
FPIS3053A	Hammer and tension circular saws	SAW	
FPIS3054A	Join/repair scroll band saws	SAW	
FPIS3055A	Process wood chips	SAW	
FPIS3056A	Transfer and load wood chips	SAW	
FPIS3065A	Hard face saw teeth	SAW	
FPIS3066A	Replace tungsten tips	SAW	
FPIS3067A	Replace stellite tips	SAW	
FPIS3068A	Identify and repair defects in wide band/gang saw	SAW	
FPIS3069A	Manufacture wide band/gang saw blank	SAW	
FPIS3070A	Recondition wide band saw wheels	SAW	
FPIS3071A	Convert logs to chip or flake	SAW	
FPIS3072A	Assess wood chips	SAW	
FPIS3073A	Distribute stockpiled wood chips	SAW	
TDTC497B	Drive heavy rigid vehicles	HIMP	
TDTC597B	Drive heavy combination vehicles	HIMP	
TDTC697A	Drive multi combination vehicles	HIMP	
TDTD1197A	Conduct advanced forklift operations	HIMP	
	<b>Units of Competence worth 4 points</b>		
FPIL320A	Monitor work team	FIMP	*
FPIL38A	Monitor & carry out fire suppression	FIMP	*
FPIL44A	Carry out fire investigations	FIMP	*
BSATEC401A	Produce complex documents	GEN	*
BSATEC402A	Assist in maintenance of a computer system	GEN	
BSATEC403A	Identify & use new & existing technology to meet the needs of the organisation	GEN	*
BSATEC404A	Customise & maintain software	GEN	
BSXFMI402A	Provide leadership in the workplace	GEN	
BSXFMI403A	Establish & manage effective workplace relationships	GEN	
BSXFMI404A	Participate in, lead & facilitate work teams	GEN	
BSXFMI405A	Manage operations to achieve planned outcomes	GEN	
BSXFMI406A	Manage workplace information	GEN	
BSXFMI407A	Manage quality customer service	GEN	
BSXFMI408A	Develop & maintain a safe workplace & environment	GEN	
BSXFMI409A	Implement & monitor continuous improvement systems & processes	GEN	
BSXFMI410A	Facilitate & capitalise on change & innovation	GEN	
BSXFMI411A	Contribute to the development of a workplace learning environment	GEN	
BSZ401A	Plan assessment	GEN	*
BSZ402A	Conduct assessment	GEN	*
BSZ403A	Review assessment	GEN	*
BSZ404A	Train small groups	GEN	*
BSZ405A	Plan and promote a training program	GEN	*
BSZ406A	Plan a series of training sessions	GEN	*
BSZ407A	Deliver training sessions	GEN	*
BSZ408A	Review training	GEN	*
FPIC4082A	Maintain security of premises and equipment	COT	*
FPIFGM158A	Respond to, and prepare, a tender	FGM	*
FPIM4019A	Sell, quote/estimate specialised products and services	TMM	*
FPIM4020A	Implement stock control procedures	TMM	*
FPILGMT43A	Manage finances within a budget	FIMP	*
	<b>Units of Competence worth 5 points</b>		
FPIL53	Command / control a major incident	FIMP	*
BSXFMI503A	Establish & manage effective workplace relationships	GEN	
BSXFMI504A	Participate in, lead & facilitate work teams	GEN	
BSXFMI505A	Manage operations to achieve planned outcomes	GEN	
BSXFMI506A	Manage workplace information	GEN	
BSZ501A	Analyse competency requirements	GEN	*
BSZ502A	Design and establish the training system	GEN	*
BSZ503A	Design and establish the assessment system	GEN	*
BSZ504A	Manage the training and assessment system	GEN	*
BSZ505A	Evaluate the training and assessment system	GEN	*
BSZ506A	Develop assessment procedures	GEN	*
BSZ507A	Develop assessment tools	GEN	*
BSZ508A	Design training courses	GEN	*
FPIFGM156A	Arrange contract	FGM	*
FPIOHS3A	Establish, maintain & evaluate the organisation's occupational health & safety system	GEN	*
FPILGCT41A	Undertake the tendering process	FIMP	*
FPILGCT43A	Administer contracts	FIMP	*
RUAAG2011CHA	Manage a chemical spill / leakage	FIMP	*

## Timber Manufactured Products Inventory

Unit Code	Timber Manufactured Products Inventory Title	Sector	
	<b>Units of Competence worth 2 points</b>		
BSATEC202A	Operate a computer to gain access to & retrieve data	GEN	
BSATEC203A	Operate a computer to produce simple documents	GEN	
FPIC2003A	Dock timber manually for length and defects	COT	
FPIC2004A	Produce glue-laminated beams	COT	
FPIC2005A	Finish fabricated products	COT	
FPIC2006A	Coat products manually	COT	
FPIC2010A	Tail out or pull out timber	COT	
FPIC2012A	Dress boards/timber - basic	COT	
FPIC2013A	Resaw boards/timber - basic	COT	
FPIC2014A	Assemble products	COT	
FPIC2015A	Produce finger jointed timber	COT	
FPIC2016A	Tally material	COT	
FPIC2017A	Produce pointed timber products	COT	
FPIC2018A	Sort timber for appearance	COT	
FPIC2019A	Weigh loads	COT	
FPIC2020A	Deliver and collect material	COT	
FPIC2021A	Grade hardwood sawn and milled products	COT	
FPIC2022A	Grade softwood sawn and milled products	COT	
FPIC2023A	Grade cypress sawn and milled products	COT	
FPIC2024A	Visually stress grade hardwood	COT	
FPIC2025A	Visually stress grade softwood	COT	
FPIC2026A	Visually stress grade cypress	COT	
FPIG38A	Administer first aid procedures	GEN	
FPIG41A	Use hand-held tools	GEN	
FPIM2001A	Store material	TMM	
FPIM2002A	Cut material to length and angle - basic	TMM	
FPIM2003A	Cut material to length and angle - advanced	TMM	
FPIM2004A	Machine material - basic	TMM	
FPIM2005A	Assemble products using nail plates	TMM	
FPIM2006A	Glaze frames	TMM	
FPIM2007A	Cut material to shape	TMM	
FPIWPP308A	Repair veneer & ply	WPP	
FPIWPP340A	Repair panels	WPP	
TDTD1097A	Operate a forklift	HIMP	
TDTD1397A	Move materials mechanically	HIMP	
WRR1.1A	Perform stock control procedures	HIMP	
	<b>Units of Competence worth 3 points</b>		
FPIC3050A	Prepare and interpret sketches and drawings	COT	
FPIC3051A	Shift material using truck	COT	
FPIC3052A	Dress boards/timber - advanced	COT	
FPIC3053A	Cut material using computer programmed machinery	COT	
FPIC3054A	Cut material using high speed optimiser	COT	
FPIC3055A	Set up and maintain finger jointing operations	COT	
FPIC3056A	Test strength of joints	COT	
FPIC3057A	Set up and maintain end matching operations	COT	
FPIC3058A	Sharpen cutters and routers	COT	
FPIC3059A	Maintain straight edges and tension gauges	COT	
FPIC3060A	Replace saws, blades and guides	COT	
FPIC3061A	Manufacture cutters and router bits	COT	
FPIC3062A	Take off material quantities	COT	
FPIC3064A	Identify and rectify saw performance	COT	
FPIC3065A	Identify and rectify cutter performance	COT	
FPIC3067A	Estimate and detail trusses and frames using manual methods	COT	
FPIC3068A	Detail trusses and frames using computerised systems - basic	COT	
FPIC3069A	Estimate trusses and frames using computerised systems	COT	
FPIC3070A	Estimate non-structural timber requirements	COT	
FPIM3015A	Resaw timber - advanced	TMM	
FPIM3016A	Plan and set up product assembly	TMM	
FPIM3017A	Machine material - advanced	TMM	
FPIM3018A	Machine timber using computer programmed machinery	TMM	
TDTC497B	Drive heavy rigid vehicles	HIMP	
TDTD1197A	Conduct advanced forklift operations	HIMP	
	<b>Units of Competence worth 4 points</b>		
BSATEC401A	Produce complex documents	GEN	*
BSATEC402A	Assist in maintenance of a computer system	GEN	
BSATEC403A	Identify & use new & existing technology to meet the needs of the organisation	GEN	*

Unit Code	Timber Manufactured Products Inventory Title	Sector	
BSATEC404A	Customise & maintain software	GEN	
BSXFMI402A	Provide leadership in the workplace	GEN	
BSXFMI403A	Establish & manage effective workplace relationships	GEN	
BSXFMI404A	Participate in, lead & facilitate work teams	GEN	
BSXFMI405A	Manage operations to achieve planned outcomes	GEN	
BSXFMI406A	Manage workplace information	GEN	
BSXFMI407A	Manage quality customer service	GEN	
BSXFMI408A	Develop & maintain a safe workplace & environment	GEN	
BSXFMI409A	Implement & monitor continuous improvement systems & processes	GEN	
BSXFMI410A	Facilitate & capitalise on change & innovation	GEN	
BSXFMI411A	Contribute to the development of a workplace learning environment	GEN	
BSZ401A	Plan assessment	GEN	*
BSZ402A	Conduct assessment	GEN	*
BSZ403A	Review assessment	GEN	*
BSZ404A	Train small groups	GEN	*
BSZ405A	Plan and promote a training program	GEN	*
BSZ406A	Plan a series of training sessions	GEN	*
BSZ407A	Deliver training sessions	GEN	*
BSZ408A	Review training	GEN	*
FPIC4080A	Detail trusses and frames using computerised systems - advanced	COT	*
FPIC4081A	Design timber structures	COT	*
FPIC4082A	Maintain security of premises and equipment	COT	*
FPIFGM158A	Respond to, and prepare, a tender	FGM	*
FPIM4020A	Implement stock control procedures	TMM	*
FPILGMT43A	Manage finances within a budget	FIMP	*
	<b>Units of Competence worth 5 points</b>		
FPIL53A	Command / control a major incident	FIMP	*
BSXFMI503A	Establish & manage effective workplace relationships	GEN	
BSXFMI504A	Participate in, lead & facilitate work teams	GEN	
BSXFMI505A	Manage operations to achieve planned outcomes	GEN	
BSXFMI506A	Manage workplace information	GEN	
BSZ501A	Analyse competency requirements	GEN	*
BSZ502A	Design and establish the training system	GEN	*
BSZ503A	Design and establish the assessment system	GEN	*
BSZ504A	Manage the training and assessment system	GEN	*
BSZ505A	Evaluate the training and assessment system	GEN	*
BSZ506A	Develop assessment procedures	GEN	*
BSZ507A	Develop assessment tools	GEN	*
BSZ508A	Design training courses	GEN	*
FPIFGM156A	Arrange contract	FGM	*
FPIOHS3A	Establish, maintain & evaluate the organisation's occupational health & safety system	GEN	*
FPILGCT43A	Administer contracts	FIMP	*
RUAAG2011CHA	Manage a chemical spill / leakage	FIMP	*

## Timber Merchandising Inventory

Unit Code	Timber Merchandising Inventory Title	Sector	
	<b>Units of Competence worth 2 points</b>		
BSATEC202A	Operate a computer to gain access to & retrieve data	GEN	
BSATEC203A	Operate a computer to produce simple documents	GEN	
FPIC2003A	Dock timber manually for length and defects	COT	
FPIC2004A	Produce glue-laminated beams	COT	
FPIC2010A	Tail out or pull out timber	COT	
FPIC2012A	Dress boards/timber - basic	COT	
FPIC2013A	Resaw boards/timber - basic	COT	
FPIC2016A	Tally material	COT	
FPIC2019A	Weigh loads	COT	
FPIC2020A	Deliver and collect material	COT	
FPIC2021A	Grade hardwood sawn and milled products	COT	
FPIC2022A	Grade softwood sawn and milled products	COT	
FPIC2023A	Grade cypress sawn and milled products	COT	
FPIC2024A	Visually stress grade hardwood	COT	
FPIC2025A	Visually stress grade softwood	COT	
FPIC2026A	Visually stress grade cypress	COT	
FPIG38A	Administer first aid procedures	GEN	
FPIG41A	Use hand-held tools	GEN	

Unit Code	Timber Merchandising Inventory Title	Sector	
FPIM2001A	Store material	TMM	
FPIM2002A	Cut material to length and angle - basic	TMM	
FPIM2003A	Cut material to length and angle - advanced	TMM	
FPIM2004A	Machine material - basic	TMM	
FPIM2008A	Determine packing requirements	TMM	
TDTA1297A	Pick and process orders	HIMP	
TDTC297A	Drive light rigid vehicles	HIMP	
TDTC397A	Drive medium rigid vehicles	HIMP	
TDTD1097A	Operate a forklift	HIMP	
TDTD1297A	Operate specialised load shifting equipment	HIMP	
TDTD1397A	Move materials mechanically	HIMP	
TDTD497A	Load and unload goods/cargo	HIMP	
TDTD797A	Prepare cargo for transfer with slings	HIMP	
WRRCA.2A	Apply retail office procedure	HIMP	
WRRCS.2A	Apply point of sale handling procedures	HIMP	
WRRCS.3A	Interact with customers	HIMP	
WRRF.1A	Balance register/terminal	HIMP	
WRRF.2A	Perform retail finance duties	HIMP	
WRR1.1A	Perform stock control procedures	HIMP	
WRRLP.2A	Minimise theft	HIMP	
WRRM.1A	Merchandise products	HIMP	
WRRS.1A	Sell products and services	HIMP	
WRRS.2A	Advise on products and services	HIMP	
	<b>Units of Competence worth 3 points</b>		
FPIC3051A	Shift material using truck	COT	
FPIC3066A	Maintain security of site and building perimeters	COT	
FPIC3070A	Estimate non-structural timber requirements	COT	
TDTC597B	Drive heavy combination vehicles	HIMP	
WRRCA.5A	Operate retail information technology systems	HIMP	
WRRF.3A	Produce financial reports	HIMP	
WRR1.2A	Maintain stock control	HIMP	
WRR1.3A	Order stock	HIMP	
WRRLP.3A	Maintain store safety	HIMP	
WRRLP.4A	Maintain store security	HIMP	
WRRLP.5A	Apply store security systems and procedures	HIMP	
WRRM.3A	Co-ordinate merchandising presentation	HIMP	
WRRM.4A	Co-ordinate housekeeping	HIMP	
WRRS.3A	Co-ordinate sales performance	HIMP	
	<b>Units of Competence worth 4 points</b>		
BSATEC401A	Produce complex documents	GEN	*
BSATEC402A	Assist in maintenance of a computer system	GEN	
BSATEC403A	Identify & use new & existing technology to meet the needs of the organisation	GEN	*
BSATEC404A	Customise & maintain software	GEN	
BSXFMI402A	Provide leadership in the workplace	GEN	
BSXFMI403A	Establish & manage effective workplace relationships	GEN	
BSXFMI404A	Participate in, lead & facilitate work teams	GEN	
BSXFMI405A	Manage operations to achieve planned outcomes	GEN	
BSXFMI406A	Manage workplace information	GEN	
BSXFMI407A	Manage quality customer service	GEN	
BSXFMI408A	Develop & maintain a safe workplace & environment	GEN	
BSXFMI409A	Implement & monitor continuous improvement systems & processes	GEN	
BSXFMI410A	Facilitate & capitalise on change & innovation	GEN	
BSXFMI411A	Contribute to the development of a workplace learning environment	GEN	
BSZ401A	Plan assessment	GEN	*
BSZ402A	Conduct assessment	GEN	*
BSZ403A	Review assessment	GEN	*
BSZ404A	Train small groups	GEN	*
BSZ405A	Plan and promote a training program	GEN	*
BSZ406A	Plan a series of training sessions	GEN	*
BSZ407A	Deliver training sessions	GEN	*
BSZ408A	Review training	GEN	*
FPIC4082A	Maintain security of premises and equipment	COT	*
FPFIGM158A	Respond to, and prepare, a tender	FGM	*
FPIM4019A	Sell, quote/estimate specialised products and services	TMM	*
FPIM4020A	Implement stock control procedures	TMM	*
FPILGMT43A	Manage finances within a budget	FIMP	*
WRR1.4A	Buy merchandise	HIMP	*
	<b>Units of Competence worth 5 points</b>		
FPIL53A	Command / control a major incident	FIMP	*



<b>Unit Code</b>	<b>Timber Merchandising Inventory Title</b>	<b>Sector</b>	
BSXFMI503A	Establish & manage effective workplace relationships	GEN	
BSXFMI504A	Participate in, lead & facilitate work teams	GEN	
BSXFMI505A	Manage operations to achieve planned outcomes	GEN	
BSXFMI506A	Manage workplace information	GEN	
BSXFMI507A	Manage quality customer service	GEN	
BSZ501A	Analyse competency requirements	GEN	*
BSZ502A	Design and establish the training system	GEN	*
BSZ503A	Design and establish the assessment system	GEN	*
BSZ504A	Manage the training and assessment system	GEN	*
BSZ505A	Evaluate the training and assessment system	GEN	*
BSZ506A	Develop assessment procedures	GEN	*
BSZ507A	Develop assessment tools	GEN	*
BSZ508A	Design training courses	GEN	*
FPIFGM156A	Arrange contract	FGM	*
FPIOHS3A	Establish, maintain & evaluate the organisation's occupational health & safety system	GEN	*
FPILGCT43A	Administer contracts	FIMP	*
RUAAG2011CHA	Manage a chemical spill / leakage	FIMP	*



# Forest and Forest Products Industry Training Package – Complete List of Units

Unit Code	Title	Sector	Pts	
FPIC1002A	Stack and bind material	COT	1	
FPIC1009A	Act in an environmentally responsible manner	COT	1	
FPIC2001A	Rack material	COT	2	
FPIC2003A	Dock timber manually for length and defects	COT	2	
FPIC2004A	Produce glue-laminated beams	COT	2	
FPIC2005A	Finish fabricated products	COT	2	
FPIC2006A	Coat products manually	COT	2	
FPIC2007A	Maintain chainsaws	COT	2	
FPIC2008A	Navigate in remote or trackless areas	COT	2	
FPIC2010A	Tail out or pull out timber	COT	2	
FPIC2011A	Cross-cut materials with a hand held chainsaw	COT	2	
FPIC2012A	Dress boards/timber - basic	COT	2	
FPIC2013A	Resaw boards/timber - basic	COT	2	
FPIC2014A	Assemble products	COT	2	
FPIC2015A	Produce finger jointed timber	COT	2	
FPIC2016A	Tally material	COT	2	
FPIC2017A	Produce pointed timber products	COT	2	
FPIC2018A	Sort timber for appearance	COT	2	
FPIC2019A	Weigh loads	COT	2	
FPIC2020A	Deliver and collect material	COT	2	
FPIC2021A	Grade hardwood sawn and milled products	COT	2	
FPIC2022A	Grade softwood sawn and milled products	COT	2	
FPIC2023A	Grade cypress sawn and milled products	COT	2	
FPIC2024A	Visually stress grade hardwood	COT	2	
FPIC2025A	Visually stress grade softwood	COT	2	
FPIC2026A	Visually stress grade cypress	COT	2	
FPIC2027A	Cross-cut logs with a circular saw or fixed chainsaw	COT	2	
FPIC2028A	Assess, sort and store logs	COT	2	
FPIC2029A	Work within environmental constraints	COT	2	
FPIC3050A	Prepare and interpret sketches and drawings	COT	3	
FPIC3051A	Shift material using truck	COT	3	
FPIC3052A	Dress boards/timber - advanced	COT	3	
FPIC3053A	Cut material using computer programmed machinery	COT	3	
FPIC3054A	Cut material using high speed optimiser	COT	3	
FPIC3055A	Set up and maintain finger jointing operations	COT	3	
FPIC3056A	Test strength of joints	COT	3	
FPIC3057A	Set up and maintain end matching operations	COT	3	
FPIC3058A	Sharpen cutters and routers	COT	3	
FPIC3059A	Maintain straight edges and tension gauges	COT	3	
FPIC3060A	Replace saws, blades and guides	COT	3	
FPIC3061A	Manufacture cutters and router bits	COT	3	
FPIC3062A	Take off material quantities	COT	3	
FPIC3063A	Swage saws	COT	3	
FPIC3064A	Identify and rectify saw performance	COT	3	
FPIC3065A	Identify and rectify cutter performance	COT	3	
FPIC3066A	Maintain security of site and building perimeters	COT	3	
FPIC3067A	Estimate and detail trusses and frames using manual methods	COT	3	
FPIC3068A	Detail trusses and frames using computerised systems - basic	COT	3	
FPIC3069A	Estimate trusses and frames using computerised systems	COT	3	
FPIC3070A	Estimate non-structural timber requirements	COT	3	
FPIC4080A	Detail trusses and frames using computerised systems - advanced	COT	4	*
FPIC4081A	Design timber structures	COT	4	*
FPIC4082A	Maintain security of premises and equipment	COT	4	*
FPIC5080A	Implement sustainable forestry practices	COT	5	*
FPIFGM001A	Develop a stock production & planting program	FGM	5	*
FPIFGM004A	Manage seed collection	FGM	4	*
FPIFGM006A	Extract seed	FGM	3	
FPIFGM008A	Conduct seed collecting operation	FGM	3	
FPIFGM011A	Prepare seed bed	FGM	4	*
FPIFGM016A	Tend forest nursery plants	FGM	2	
FPIFGM023A	Store & dispatch seed	FGM	2	
FPIFGM044A	Conduct an instrument survey	FGM	4	*
FPIFGM047A	Prepare sites for forest establishment using tracked or wheeled equipment	FGM	3	
FPIFGM048A	Undertake instrument survey activities	FGM	3	
FPIFGM049A	Prepare & implement an establishment plan	FGM	6	
FPIFGM052A	Plant trees by hand	FGM	1	

Unit Code	Title	Sector	Pts	
FPIFGM053A	Plant trees mechanically	FGM	2	
FPIFGM054A	Fertilise plantation trees	FGM	2	
FPIFGM055A	Release trees / control weeds	FGM	2	
FPIFGM058A	Rehabilitate tracks, quarries and landings	FGM	3	
FPIFGM063A	Manage stand health	FGM	4	*
FPIFGM065A	Select trees (for tending operations)	FGM	2	
FPIFGM067A	Prune trees	FGM	2	
FPIFGM069A	Trim and cross cut felled trees (non-commercial / non production)	FGM	2	
FPIFGM073A	Develop an inventory program	FGM	5	*
FPIFGM075A	Collect data or a sample from a sample area for assessment	FGM	3	
FPIFGM108A	Conduct tip truck operations	FGM	3	
FPIFGM109A	Undertake brushcutting operations	FGM	2	
FPIFGM110A	Fall trees manually - basic (non commercial / non-production)	FGM	2	
FPIFGM111A	Fall trees manually - intermediate (non-commercial / non-production)	FGM	3	
FPIFGM112A	Fall trees manually - advanced (non-commercial / non-production)	FGM	3	
FPIFGM113A	Manage propagation operations	FGM	4	*
FPIFGM115A	Manage tending operations - native forest	FGM	5	*
FPIFGM116A	Conduct non-commercial thinning operations	FGM	3	
FPIFGM117A	Manage stem improvement	FGM	4	*
FPIFGM118A	Manage stand nutrition	FGM	5	*
FPIFGM119A	Provide and manage interpretations programs	FGM	4	*
FPIFGM120A	Deliver interpretations activities	FGM	3	
FPIFGM125A	Manage genetic resources	FGM	6	
FPIFGM126A	Develop a strategic plan for the forest	FGM	6	
FPIFGM127A	Manage tending operations - plantations	FGM	5	*
FPIFGM128A	Plan for native forest regeneration	FGM	6	
FPIFGM129A	Design plantations	FGM	6	
FPIFGM131A	Conduct a pests and diseases assessment	FGM	4	*
FPIFGM132A	Conduct a stocking assessment	FGM	4	*
FPIFGM133A	Conduct a wood volume / yield assessment	FGM	4	*
FPIFGM134A	Conduct a site factor assessment	FGM	4	*
FPIFGM135A	Manage research	FGM	6	
FPIFGM136A	Conduct tree breeding operations	FGM	5	*
FPIFGM137A	Manage road construction and maintenance	FGM	6	
FPIFGM139A	Operate 4x4 vehicle in off-road conditions	FGM	2	
FPIFGM140A	Perform water crossing and recovery of 4x4 vehicles	FGM	3	
FPIFGM143A	Plan timber extraction activities	FGM	5	*
FPIFGM146A	Cut, sort and set cuttings	FGM	2	
FPIFGM147A	Read and interpret maps	FGM	1	
FPIFGM148A	Trap & bait pests	FGM	2	
FPIFGM149A	Conduct grader operations	FGM	3	
FPIFGM150A	Conduct roller / compactor operations	FGM	3	
FPIFGM151A	Plan a quarry	FGM	5	*
FPIFGM152A	Extract material from a quarry	FGM	3	
FPIFGM153A	Spot fires from a fire tower	FGM	2	
FPIFGM154A	Graft cuttings	FGM	3	
FPIFGM155A	Interpret and use aerial photographs for forest management	FGM	4	*
FPIFGM156A	Arrange contract	FGM	5	*
FPIFGM157A	Prepare a budget	FGM	6	
FPIFGM158A	Respond to, and prepare, a tender	FGM	4	*
FPIFGM159A	Construct and maintain roads/tracks	FGM	5	*
FPIFGM160A	Provide nursery support	FGM	1	
FPIFGM161A	Transport plant, equipment & personnel	FGM	3	
FPIFGM162A	Collect, treat and store seed	FGM	2	
FPIFGM163A	Maintain visitor sites	FGM	2	
FPIFGM164A	Operate 4X4 vehicle on unsealed roads	FGM	2	
FPIFGM165A	Measure trees	FGM	3	
FPIFGM166A	Carry out patrol	FGM	5	
FPIL11A	Prepare equipment & appliances for emergency response	FIMP	2	
FPIL1321A	Check fire systems & equipment (Fire)	FIMP	2	
FPIL14A	Prevent Injury	FIMP	1	
FPIL15A	Respond to fire	FIMP	1	
FPIL211A	Respond to hazardous materials incidents	FIMP	2	
FPIL2191516A	Reduce wildfire hazards	FIMP	3	
FPIL24A	Drive fire suppression vehicles under operational conditions	FIMP	2	
FPIL25A	Utilise pumps	FIMP	2	
FPIL29A	Suppress fires	FIMP	2	
FPIL319A	Lead & motivate firefighters	FIMP	4	*
FPIL320A	Monitor work team	FIMP	4	*
FPIL322A	Monitor wildfire prevention activities	FIMP	4	*
FPIL36A	Monitor fire / incident operations	FIMP	4	*
FPIL38A	Monitor & carry out fire suppression	FIMP	4	*

Unit Code	Title	Sector	Pts	
FPIL387A	Employ personal protection	FIMP	2	
FPIL44A	Carry out fire investigations	FIMP	4	*
FPIL53A	Command / control a major incident	FIMP	5	*
FPIL61A	Manage & co-ordinate emergencies	FIMP	6	
FPIL6254A	Manage / co-ordinate fire prevention & safety	FIMP	6	
FPINCR033A	Plan burning activities natural & cultural resource management	FIMP	4	*
FPINCR034A	Utilise burning for natural & cultural resource management	FIMP	3	
FPINCR045A	Use remote area skills	FIMP	1	
FPIC65A	Undertake direct seeding	FIMP	2	
FPILGCT41A	Undertake the tendering process	FIMP	5	*
FPILGCT43A	Administer contracts	FIMP	5	*
FPILDGC63A	Protect heritage and cultural assets	FIMP	6	
FPILGMT43A	Manage finances within a budget	FIMP	4	*
FPILGMT53A	Devise & conduct community consultation	FIMP	5	*
FPILGMT64A	Develop, implement & review operational plans	FIMP	6	
FPILGMT60A	Develop, implement & review policies & procedures	FIMP	6	
FPILGRC21A	Issue permits	FIMP	3	
FPILGRC32A	Monitor areas under jurisdiction	FIMP	4	*
FPILGRC41A	Administer relevant legislation	FIMP	4	
FPILGRC42A	Monitor compliance procedures for currency	FIMP	4	*
FPILGRC52A	Develop public education for compliance	FIMP	5	*
MNQ.OP/21.A	Conduct front end loader operations	FIMP	3	
MNQ.OP/22.A	Conduct shovel / excavator operations	FIMP	3	
MNQ.OP/24.A	Conduct dozer operations	FIMP	3	
RUAAG2005CHA	Maintain supplies of chemical & biological agents	FIMP	3	
RUAAG2007CHA	Prepare chemicals & biological agents	FIMP	3	
RUAAG2008CHA	Maintain chemical equipment	FIMP	2	
RUAAG2009CHA	Apply chemicals & biological agents	FIMP	2	
RUAAG2010CHA	Clean up following application of chemicals & biological agents	FIMP	3	
RUAAG2011CHA	Manage a chemical spill / leakage	FIMP	5	*
RUAAG2521DYA	Carry out basic fencing operations	FIMP	3	
RUAAG3522DYA	Implement farm improvements, construction & repairs	FIMP	2	
RUAAG3523DYA	Design & construct conventional fencing	FIMP	3	
RUHHRT101A	Provide crop care	FIMP	1	
RUHHRT103A	Provide work site support	FIMP	1	
RUHHRT112A	Provide propagation support	FIMP	1	
RUHHRT217A	Maintain properties & structures	FIMP	2	
RUHHRT226A	Undertake irrigation systems maintenance activities	FIMP	3	
RUHHRT312A	Install drainage systems	FIMP	4	*
RUHHRT313A	Install irrigation systems	FIMP	3	
RUHHRT315A	Operate irrigation systems	FIMP	4	*
RUHHRT318A	Undertake operational maintenance of machinery	FIMP	2	
RUHHRT319A	Prepare field soils for planting	FIMP	2	
RUHHRT324A	Propagate plants	FIMP	3	
RUHHRT349A	Receive & dispatch plants	FIMP	2	
RUHHRT401A	Plan revegetation works	FIMP	4	*
RUHHRT412A	Implement an integrated pest management program	FIMP	4	*
RUHHRT413A	Supervise nursery plant production	FIMP	4	*
RUHHRT424A	Manage irrigation, drainage and treatment systems	FIMP	5	*
RUHHRT510A	Plan a growing media preparation	FIMP	4	*
RUHHRT515A	Design irrigation, drainage and water treatment systems	FIMP	6	
RUHHRT517A	Manage plant health	FIMP	4	*
RUHHRT519A	Manage controlled growing environments	FIMP	4	*
RUHHRT520A	Implement sustainable horticultural practices	FIMP	4	*
RUHHRT523A	Trial plants, products & treatments	FIMP	5	*
RUHHRT524A	Provide specialist advice on plants, products & treatments	FIMP	5	*
RUHHRT606A	Market products & services	FIMP	6	
BSATEC102A	Access & retrieve computer data	GEN	1	
BSATEC202A	Operate a computer to gain access to & retrieve data	GEN	2	
BSATEC203A	Operate a computer to produce simple documents	GEN	2	
BSATEC302A	Design & develop documents, reports & worksheets	GEN	3	
BSATEC303A	Maintain computer files	GEN	3	
BSATEC401A	Produce complex documents	GEN	4	*
BSATEC402A	Assist in maintenance of a computer system	GEN	4	
BSATEC403A	Identify & use new & existing technology to meet the needs of the organisation	GEN	4	*
BSATEC404A	Customise & maintain software	GEN	4	
BSXFMI301A	Manage personal work priorities & professional development	GEN	3	
BSXFMI302A	Provide leadership in the workplace	GEN	3	
BSXFMI303A	Establish & manage effective workplace relationships	GEN	3	
BSXFMI304A	Participate in, lead & facilitate work teams	GEN	3	
BSXFMI305A	Manage operations to achieve planned outcomes	GEN	3	

Unit Code	Title	Sector	Pts	
BSXFMI306A	Manage workplace information	GEN	3	
BSXFMI307A	Manage quality customer service	GEN	3	
BSXFMI308A	Develop & maintain a safe workplace & environment	GEN	3	
BSXFMI309A	Implement & monitor continuous improvement systems & processes	GEN	3	
BSXFMI310A	Facilitate & capitalise on change & innovation	GEN	3	
BSXFMI311A	Contribute to the development of a workplace learning environment	GEN	3	
BSXFMI401A	Manage personal work priorities & professional development	GEN	CORE	
BSXFMI402A	Provide leadership in the workplace	GEN	4	
BSXFMI403A	Establish & manage effective workplace relationships	GEN	4	
BSXFMI404A	Participate in, lead & facilitate work teams	GEN	4	
BSXFMI405A	Manage operations to achieve planned outcomes	GEN	4	
BSXFMI406A	Manage workplace information	GEN	4	
BSXFMI407A	Manage quality customer service	GEN	4	
BSXFMI408A	Develop & maintain a safe workplace & environment	GEN	4	
BSXFMI409A	Implement & monitor continuous improvement systems & processes	GEN	4	
BSXFMI410A	Facilitate & capitalise on change & innovation	GEN	4	
BSXFMI411A	Contribute to the development of a workplace learning environment	GEN	4	
BSXFMI501A	Manage personal work priorities & professional development	GEN	CORE	
BSXFMI502A	Provide leadership in the workplace	GEN	5	
BSXFMI503A	Establish & manage effective workplace relationships	GEN	5	
BSXFMI504A	Participate in, lead & facilitate work teams	GEN	5	
BSXFMI505A	Manage operations to achieve planned outcomes	GEN	5	
BSXFMI506A	Manage workplace information	GEN	5	
BSXFMI507A	Manage quality customer service	GEN	5	
BSXFMI508A	Develop & maintain a safe workplace & environment	GEN	CORE*	
BSXFMI509A	Implement & monitor continuous improvement systems & processes	GEN	CORE	
BSXFMI510A	Facilitate & capitalise on change & innovation	GEN	5	
BSXFMI511A	Contribute to the development of a workplace learning environment	GEN	5	
BSZ401A	Plan assessment	GEN	4	*
BSZ402A	Conduct assessment	GEN	4	*
BSZ403A	Review assessment	GEN	4	*
BSZ404A	Train small groups	GEN	4	*
BSZ405A	Plan and promote a training program	GEN	4	*
BSZ406A	Plan a series of training sessions	GEN	4	*
BSZ407A	Deliver training sessions	GEN	4	*
BSZ408A	Review training	GEN	4	*
BSZ501A	Analyse competency requirements	GEN	5	*
BSZ502A	Design and establish the training system	GEN	5	*
BSZ503A	Design and establish the assessment system	GEN	5	*
BSZ504A	Manage the training and assessment system	GEN	5	*
BSZ505A	Evaluate the training and assessment system	GEN	5	*
BSZ506A	Develop assessment procedures	GEN	5	*
BSZ507A	Develop assessment tools	GEN	5	*
BSZ508A	Design training courses	GEN	5	*
FPIG16A	Maintain Interactive communication in the workplace - intermediate	GEN	CORE	
FPIG17A	Communicate in the workplace - advanced	GEN	CORE	
FPIG20A	Collect, analyse & organise information - basic	GEN	2	
FPIG21A	Collect, analyse & organise information - advanced	GEN	3	
FPIG22A	Plan to undertake a routine task	GEN	CORE	
FPIG23A	Plan a complete activity	GEN	CORE	
FPIG24A	Plan a complex activity	GEN	CORE	
FPIG25A	Work effectively with others	GEN	CORE	
FPIG26A	Work effectively in work groups	GEN	CORE	
FPIG28A	Solve problems in the workplace - basic	GEN	CORE	
FPIG29A	Solve problems in the workplace - advanced	GEN	CORE	
FPIG30A	Interpret & solve numerical problems - basic	GEN	CORE	
FPIG31A	Interpret & solve numerical problems - advanced	GEN	3	
FPIG37A	Apply basic first aid techniques	GEN	1	
FPIG38A	Administer first aid procedures	GEN	2	
FPIG39A	Implement quality control - basic	GEN	CORE	
FPIG40A	Implement quality control - advanced	GEN	2	
FPIG41A	Use hand-held tools	GEN	2	
FPIG42A	Hand sharpen knives & blades	GEN	2	
FPIOHS1A	Follow defined occupational health & safety policies & procedures	GEN	CORE	
FPIOHS2A	Implement and monitor the organisation's occupational health & safety policies, procedures and programs	GEN	CORE*	
FPIOHS3A	Establish, maintain & evaluate the organisation's occupational health & safety system	GEN	5	*
FPIH2001A	Trim and cross-cut harvested trees	HAR	2	
FPIH2002A	Grade logs and mark for segregation	HAR	2	
FPIH2003A	Harvest trees manually - basic	HAR	2	

Unit Code	Title	Sector	Pts	
FPIH2004A	Maintain equipment on site - basic	HAR	2	
FPIH2005A	Recover felled logs using cables (Rigging Slinger)	HAR	2	
FPIH2006A	Recover felled logs using cables (Chokerman)	HAR	2	
FPIH2007A	Recover felled logs using cables (Chaser)	HAR	2	
FPIH2008A	Conduct self loading crane forestry operations	HAR	2	
FPIH3020A	Harvest trees manually - intermediate	HAR	3	
FPIH3021A	Conduct wheeled tractor forestry operations	HAR	3	
FPIH3022A	Conduct crawler tractor forestry operations	HAR	3	
FPIH3023A	Conduct skidder operations	HAR	3	
FPIH3024A	Conduct loader (wheeled or tracked) forestry operations	HAR	3	
FPIH3025A	Conduct forwarder forestry operations	HAR	3	
FPIH3026A	Conduct wheeled feller buncher operations	HAR	3	
FPIH3027A	Conduct tracked feller buncher operations	HAR	3	
FPIH3028A	Conduct boom delimber operations	HAR	3	
FPIH3029A	Conduct excavator (with grab) operations	HAR	3	
FPIH3030A	Conduct wheeled mechanical processor operations	HAR	3	
FPIH3031A	Conduct tracked mechanical processor operations	HAR	3	
FPIH3032A	Shift forestry logs using truck	HAR	3	
FPIH3033A	Recover felled logs using cables - (Yarder)	HAR	3	
FPIH3040A	Maintain equipment - advanced	HAR	3	
FPIH3041A	Harvest trees manually - advanced	HAR	3	
FPIH4050A	Apply tree jacking techniques	HAR	4	*
FPIH4051A	Recover felled logs using cables - hook tender	HAR	4	*
FPIH4052A	Design log landing and snig tracks	HAR	4	*
FPIH4053A	Lead a work crew	HAR	4	*
RUHHRT223A	Climb small trees	HIMP	2	
RUHHRT309A	Remove trees in confined spaces	HIMP	3	
RUHHRT355A	Undertake complex tree climbing	HIMP	3	
TDTA1297A	Pick and process orders	HIMP	2	
TDTC197A	Drive a vehicle (core skills)	HIMP	1	
TDTC297A	Drive light rigid vehicles	HIMP	2	
TDTC397A	Drive medium rigid vehicles	HIMP	2	
TDTC497B	Drive heavy rigid vehicles	HIMP	3	
TDTC597B	Drive heavy combination vehicles	HIMP	3	
TDTC697A	Drive multi combination vehicles	HIMP	3	
TDTD1097A	Operate a forklift	HIMP	2	
TDTD1197A	Conduct advanced forklift operations	HIMP	3	
TDTD1297A	Operate specialised load shifting equipment	HIMP	2	
TDTD1397A	Move materials mechanically	HIMP	2	
TDTD197A	Shift materials safely	HIMP	1	
TDTD297A	Use manual handling equipment	HIMP	1	
TDTD497A	Load and unload goods/cargo	HIMP	2	
TDTD797A	Prepare cargo for transfer with slings	HIMP	2	
WRRCA.1A	Operate retail equipment	HIMP	1	
WRRCA.2A	Apply retail office procedure	HIMP	2	
WRRCA.5A	Operate retail information technology systems	HIMP	3	
WRRCS.2A	Apply point of sale handling procedures	HIMP	2	
WRRCS.3A	Interact with customers	HIMP	2	
WRRCS.4A	Co-ordinate interaction with customers	HIMP	3	
WRRF.1A	Balance register/terminal	HIMP	2	
WRRF.2A	Perform retail finance duties	HIMP	2	
WRRF.3A	Produce financial reports	HIMP	3	
WRRF.4A	Prepare payroll	HIMP	3	
WRR1.1A	Perform stock control procedures	HIMP	2	
WRR1.2A	Maintain stock control	HIMP	3	
WRR1.3A	Order stock	HIMP	3	
WRR1.4A	Buy merchandise	HIMP	4	*
WRR1P.2A	Minimise theft	HIMP	2	
WRR1P.3A	Maintain store safety	HIMP	3	
WRR1P.4A	Maintain store security	HIMP	3	
WRR1P.5A	Apply store security systems and procedures	HIMP	3	
WRRM.1A	Merchandise products	HIMP	2	
WRRM.2A	Perform routine housekeeping duties	HIMP	1	
WRRM.3A	Co-ordinate merchandising presentation	HIMP	3	
WRRM.4A	Co-ordinate housekeeping	HIMP	3	
WRRS.1A	Sell products and services	HIMP	2	
WRRS.2A	Advise on products and services	HIMP	2	
WRRS.3A	Co-ordinate sales performance	HIMP	3	
FPIS2001A	Grade round poles and debarked logs	SAW	2	
FPIS2002A	Assess and pre-sort timber for a production process	SAW	2	
FPIS2003A	Sort boards mechanically	SAW	2	
FPIS2006A	Peel and/or debark softwood logs mechanically	SAW	2	

Unit Code	Title	Sector	Pts	
FPIS2007A	Conduct timber treatment plant operations	SAW	2	
FPIS2008A	Produce sawn green boards	SAW	2	
FPIS2009A	Dock boards on mechanical feed	SAW	2	
FPIS2010A	Produce beams using nail plates	SAW	2	
FPIS2011A	Chip sawmill residue	SAW	2	
FPIS2012A	Supply boards for dressing	SAW	2	
FPIS2013A	Supply boards for stacking	SAW	2	
FPIS2014A	Round softwood logs using automated processes	SAW	2	
FPIS2015A	Split posts	SAW	2	
FPIS2020A	Rack or stack material using automated processes	SAW	2	
FPIS2021A	Conduct mechanical stress grading operations	SAW	2	
FPIS2022A	Measure and record log deliveries	SAW	2	
FPIS2023A	Saw logs	SAW	2	
FPIS2024A	Produce sawn green boards - intermediate	SAW	2	
FPIS2025A	Produce laminated beams	SAW	2	
FPIS2026A	Select and co-ordinate machine and saw shop supplies	SAW	2	
FPIS2027A	Dry timber in low temperature kiln	SAW	2	
FPIS3033A	Dismantle, transport and assemble hand portable sawmill	SAW	3	
FPIS3034A	Produce sawn green boards using hand portable sawmill	SAW	3	
FPIS3035A	Dry timber in conventional and high temperature kiln	SAW	3	
FPIS3036A	Start steam boiler	SAW	3	
FPIS3037A	Operate and monitor boiler	SAW	3	
FPIS3038A	Shut down and store boiler	SAW	3	
FPIS3039A	Conduct heat plant operations	SAW	3	
FPIS3040A	Optimise timber treatment plant operations	SAW	3	
FPIS3041A	Sharpen band saws	SAW	3	
FPIS3042A	Sharpen circular saws in manually controlled grinder	SAW	3	
FPIS3043A	Debark logs using automated processes	SAW	3	
FPIS3044A	Implement timber drying operations	SAW	3	
FPIS3045A	Saw logs - advanced	SAW	3	
FPIS3046A	Produce sawn green boards - advanced	SAW	3	
FPIS3047A	Shift material with dozer	SAW	3	
FPIS3048A	Align saws, canter rings and chipper heads	SAW	3	
FPIS3049A	Sharpen and align blades and knives	SAW	3	
FPIS3050A	Set saws	SAW	3	
FPIS3051A	Recondition guides	SAW	3	
FPIS3052A	Sharpen tipped circular saws by automated grinder	SAW	3	
FPIS3053A	Hammer and tension circular saws	SAW	3	
FPIS3054A	Join/repair scroll band saws	SAW	3	
FPIS3055A	Process wood chips	SAW	3	
FPIS3056A	Transfer and load wood chips	SAW	3	
FPIS3065A	Hard face saw teeth	SAW	3	
FPIS3066A	Replace tungsten tips	SAW	3	
FPIS3067A	Replace stellite tips	SAW	3	
FPIS3068A	Identify and repair defects in wide band/gang saw	SAW	3	
FPIS3069A	Manufacture wide band/gang saw blank	SAW	3	
FPIS3070A	Recondition wide band saw wheels	SAW	3	
FPIS3071A	Convert logs to chip or flake	SAW	3	
FPIS3072A	Assess wood chips	SAW	3	
FPIS3073A	Distribute stockpiled wood chips	SAW	3	
FPIM2001A	Store material	TMM	2	
FPIM2002A	Cut material to length and angle - basic	TMM	2	
FPIM2003A	Cut material to length and angle - advanced	TMM	2	
FPIM2004A	Machine material - basic	TMM	2	
FPIM2005A	Assemble products using nail plates	TMM	2	
FPIM2006A	Glaze frames	TMM	2	
FPIM2007A	Cut material to shape	TMM	2	
FPIM2008A	Determine packing requirements	TMM	2	
FPIM3015A	Resaw timber - advanced	TMM	3	
FPIM3016A	Plan and set up product assembly	TMM	3	
FPIM3017A	Machine material - advanced	TMM	3	
FPIM3018A	Machine timber using computer programmed machinery	TMM	3	
FPIM4019A	Sell, quote/estimate specialised products and services	TMM	4	*
FPIM4020A	Implement stock control procedures	TMM	4	*
FPIWPP201A	Cut panels basic	WPP	1	
FPIWPP203A	Pack assembled products	WPP	1	
FPIWPP204A	Assemble veneer in sequence	WPP	1	
FPIWPP301A	Produce veneer from debarked logs - basic	WPP	2	
FPIWPP302A	Surface treat raw board	WPP	2	
FPIWPP303A	Paint panels	WPP	2	
FPIWPP304A	Produce fibre from chips	WPP	2	
FPIWPP306A	Form board / mat	WPP	2	



Unit Code	Title	Sector	Pts	
FPIWPP307A	Grade, sort & mark material in a production process	WPP	2	
FPIWPP308A	Repair veneer & ply	WPP	2	
FPIWPP310A	Visually grade panels	WPP	2	
FPIWPP311A	Cut panels - advanced	WPP	2	
FPIWPP314A	Band edges of panels	WPP	2	
FPIWPP315A	Prepare chip or fibre blends	WPP	2	
FPIWPP317A	Chip or flake wood	WPP	2	
FPIWPP318A	Match & join veneer	WPP	2	
FPIWPP319A	Sort & mark debarked logs	WPP	2	
FPIWPP320A	Prepare veneer for ply	WPP	2	
FPIWPP321A	Laminate or veneer board surfaces	WPP	3	
FPIWPP322A	Scarf edges of veneer	WPP	2	
FPIWPP323A	Clip veneer	WPP	2	
FPIWPP324A	Punch peg holes in panels	WPP	2	
FPIWPP325A	Shift material using conveyor	WPP	2	
FPIWPP326A	Debark logs mechanically	WPP	2	
FPIWPP327A	Cut peeled veneer	WPP	2	
FPIWPP328A	Maintain stores	WPP	2	
FPIWPP329A	Sling loads & assist load transfers	WPP	2	
FPIWPP330A	Process customer orders - basic	WPP	2	
FPIWPP332A	Saw products from continuous ply - basic	WPP	2	
FPIWPP333A	Machine panels - basic	WPP	2	
FPIWPP334A	Prepare resin or glue	WPP	3	
FPIWPP340A	Repair panels	WPP	2	
FPIWPP341A	Transfer loads	WPP	2	
FPIWPP342A	Laminate board - basic	WPP	2	
FPIWPP401A	Receive & measure logs	WPP	3	
FPIWPP402A	Plane / sand panels	WPP	3	
FPIWPP403A	Maintain caul plates & screens	WPP	3	
FPIWPP404A	Dry material	WPP	3	
FPIWPP405A	Grade finished product	WPP	2	
FPIWPP406A	Shift material with wheeled lifting equipment - basic	WPP	3	
FPIWPP407A	Shift logs with wheeled lifting equipment - basic	WPP	2	
FPIWPP408A	Heat treat board	WPP	3	
FPIWPP409A	Prepare paper for laminating process	WPP	3	
FPIWPP410A	Mechanically stress grade panels	WPP	3	
FPIWPP411A	Transfer loads using overhead crane (gantry)	WPP	3	
FPIWPP413A	Process customer orders - advanced	WPP	3	
FPIWPP414A	Press board - daylight process	WPP	3	
FPIWPP415A	Control process effluent	WPP	3	
FPIWPP416A	Machine panels - advanced	WPP	3	
FPIWPP417A	Stack material using automatic equipment	WPP	3	
FPIWPP418A	Prepare & test mixes	WPP	3	
FPIWPP419A	Co-ordinate panel painting	WPP	3	
FPIWPP420A	Produce flake from logs / chips	WPP	3	
FPIWPP423A	Weigh loads	WPP	3	
FPIWPP425A	Operate steam boiler	WPP	3	
FPIWPP428A	Saw products from continuous ply - advanced	WPP	3	
FPIWPP429A	Plan & set up product assembly	WPP	3	
FPIWPP430A	Trim / cut new panels to size	WPP	3	
FPIWPP431A	Produce veneer from debarked logs - advanced	WPP	3	
FPIWPP432A	Laminate or veneer board surfaces - advanced	WPP	3	
FPIWPP433A	Press laminated ply	WPP	3	
FPIWPP434A	Immunise veneer	WPP	3	
FPIWPP440A	Dry material in a flash dryer	WPP	3	
FPIWPP441A	Profile sand moulded strips	WPP	3	
FPIWPP442A	Form & press board - continuous press	WPP	3	
FPIWPP443A	Vacuum paint moulded strip	WPP	3	
FPIWPP444A	Operate heat / energy plant	WPP	3	
FPIWPP446A	Dry wood furnish	WPP	3	
FPIWPP447A	Trim, mark & grade laminated board	WPP	3	
FPIWPP448A	Classify flake	WPP	3	
FPIWPP449A	Laminate board - advanced	WPP	3	
FPIWPP450A	Refine Fibre	WPP	3	
FPIWPP501A	Sharpen & align blades & knives	WPP	3	
FPIWPP502A	Test product in a laboratory	WPP	3	
FPIWPP505A	Shift material with dozer	WPP	4	*
FPIWPP506A	Shift material with wheeled lifting equipment - advanced	WPP	4	*
FPIWPP507A	Shift logs with wheeled lifting equipment - advanced	WPP	4	*

# Competency Standards

The broad concept of competency is related to realistic work practices, expressed as an outcome, and understandable to all people in the workplace as well as trainers and assessors. It is important that the meaning of competency is interpreted and understood in the same way by different users, and in different situations.

Competency comprises the specification of knowledge and skills relevant to an industry, and the application of that knowledge and skills to the standard of performance required in the workplace.

The Australian National Training Authority's definition of competency encompasses several features: – "The concept of competency focuses on what is expected of an employee in the workplace rather than the learning process, and embodies the ability to transfer and apply skills and knowledge to new situations and environments".

A Training Package has as one component, the Competency Standard, which is made up of a number of Units of Competency. Each Unit of Competency comprises a Title, Unit Descriptor, Elements, Performance Criteria, a Range of Variables and an Evidence Guide.

## Unit Title

The Unit Title is a succinct statement of the broad area of competency covered by the unit expressed in outcome terms.

## Unit Descriptor

The Unit Descriptor should expand, as necessary, on the Title of the unit to accurately and clearly reflect the complete purpose and intent of the unit.

## Elements of Competency

Elements of Competency are basic building blocks of the unit. Elements describe, in outcome terms, significant functions and groups of tasks that a person in a particular area of work is able to perform.

## Performance Criteria

Performance Criteria are evaluative statements that specify the work activities to the required level of performance. It is here that all the relevant tasks, roles, skills, and applied knowledge and understanding that demonstrate competent performance are specified.

## Range of Variables

The Range of Variables statement contextualises the competency to provide a link to the required knowledge and organisational and technical requirements. They describe contextual variables that will be utilised or encountered when applying the competency in work situations.

## Evidence Guide

The Evidence Guide specifies how the assessment of the Unit of Competency should be conducted in the workplace and/or training environment. The Guide provides reliable and succinct information about how the quality and level of performance could be determined. The evidence must relate directly to the Elements, Performance Criteria and Range of Variables.

The Evidence Guide includes the following advice:

***Critical aspects of evidence to be considered*** - Aspects of applying the competency that are essential to effective performance and must be verified in any assessment process.

***Interdependent assessment of units*** - Defines any direct assessment relationships between different units to indicate where consecutive or concurrent assessment is advisable to ensure all aspects of competency, such as task management and contingency skills are captured.

***Knowledge and skills*** - Essential knowledge and skills that a person needs to have and apply effectively to perform work to the required standard in all likely situations.

***Resource implications*** – particular resources, infrastructure or conditions that are required to conduct valid and reliable assessment.

***Consistency in performance*** –used to indicate any requirement to demonstrate competency over time, in a number of contexts and involving a range of evidence.

***Context for assessment*** – explanation of the environment under which assessment should take place.

**Key Competencies** – must be identified in the Competency Standard, either within each Unit of Competency or at the qualification level. There are seven Key Competencies that underpin successful activity in life and work defined by the Mayer Committee. These competencies are:

- Collecting, analysing and organising information.
- Communicating ideas and information.
- Planning and organising activities.
- Working with others in teams.
- Solving problems.
- Using mathematical ideas and techniques.
- Using technology.

They have three levels of performance that should be specified when identifying where they apply in industry competencies.

## Using Imported Standards

As with many Training Packages, the Forest and Forest Products Industry Training Package contains Units of Competence imported from Training Packages developed by other industries. This is to avoid each industry developing Units of Competence which duplicate those already developed by other industries, to provide for efficiency in training delivery and to provide portability of qualifications.

The FPI Training Package contains imported standards from a number of industries. The following table lists those industries and which Training Package they relate to:

<b>Industry</b>	<b>National ITAB</b>	<b>Training Package</b>
Business Services	Business Services ITAB	BSA 97 – Administration BSZ98 – Assessment and Workplace Training
Transport and Distribution	Transport and Distribution Training Australia	TDT97 – Transport and Distribution
Horticultural, Agricultural	Rural Training Council of Australia	RUH98 – Horticulture RUA98 – Agriculture
Retail	National Wholesale, Retail and Personal Services Industry Training Council	WRR97 – Retail
Public Safety	Public Safety ITAB	Public Safety
Mining	Mining ITAB	MNQ98 – Extractive Mining

The FPI Training Package contains the full Unit of Competence. Units of Competence from other industries included in the FPI Training Package are the correct versions as at the time of endorsement.

Units of Competence from other Training Packages carry a points value equivalent to the Certificate level they come from. If in doubt, please refer to FAFPESC, or your State ITAB.

Users should be aware that the review, maintenance and updating of these standards is ongoing, and is undertaken by the industry, through its National ITAB that first developed the Unit of Competence.

In some cases, where a review has taken place of Units of Competence from other industries and the content of the Unit has been amended, the revised Unit of Competence may not continue to meet the needs of users from the Forest and Forest Products Industry.

Registered Training Organisations and Workplace Trainers should therefore check that the Unit of Competence is still valid and has not since been updated, prior to commencing training and programs based on imported standards included in the FPI Training Package.

For further information regarding the validity of Units of Competence from other industries, contact FAFPESC direct or at [www.fafpesc.com.au](http://www.fafpesc.com.au).



# Section B



# Assessment Guidelines

## Introduction

The Assessment Guidelines detail the processes and activities that must be undertaken for the assessment of competence in the Forest and Forest Products Industry Training Package.

Before conducting any assessment against Units of Competence in the Forest and Forest Products Industry Training Package, Assessors must ensure that the health, safety and welfare of all people directly and indirectly involved in the assessment is of primary concern. Details of requirements for the conduct of assessment are contained in Section D of these Guidelines.

Assessments against competencies in the Training Package will be carried out in accordance with these endorsed guidelines. The guidelines include the necessary qualifications for those conducting assessments and provide for those situations where more than one person may contribute to the assessment and where the required technical and assessment competencies may not all be held by any one person.

The Assessment Guidelines were established by the Australian Industry through the Forest and Forest Products Employment Skills Co (FAFPESC), the National Industry Training Advisory Body for the Forest and Forest Products Industry. The Assessment Guidelines are an integral component of the Forest and Forest Products Industry Training Package.





# Section A Assessment System Overview

## A1 National Competency Standards

The National Competency Standards for the Forest and Forest Products Industry Training Package provide the benchmark for all assessments undertaken for qualifications issued within the industry.

The context for assessment is set by

- the relevant descriptors for each level of the Australian Qualifications Framework (AQF); and
- the relevant descriptors for each level of the Key Competencies.

## A2 Role and Registration of Registered Training Organisations (RTOs)

Registered Training Organisations (RTOs) are organisations registered with relevant State or Territory Training and Recognition Authorities. It is expected that some industry enterprises will become RTOs.

### Role of RTOs

For an individual to receive national recognition for skills, all assessments must be conducted by, or auspiced through, an RTO.

All qualifications and statements of attainment will be issued by RTOs in accordance with this Guideline. Specifically, Sections **A4, Recording Assessment Outcomes**, and **A5, Reporting Assessment Outcomes**. Industry has also established and implemented an additional but optional skills recognition arrangement in the form of skills record books (in Queensland known as “Records of Training and Employment”) and encourages RTOs to make use of these arrangements.

RTOs are required to conduct assessments in accordance with the requirements of the Forest and Forest Products Industry National Competency Standards and these Assessment Guidelines.

It is expected that some training programs delivered by RTOs, which are not industry enterprises, will involve assessment that is both in the workplace and off the job.

## **Registration of RTOs**

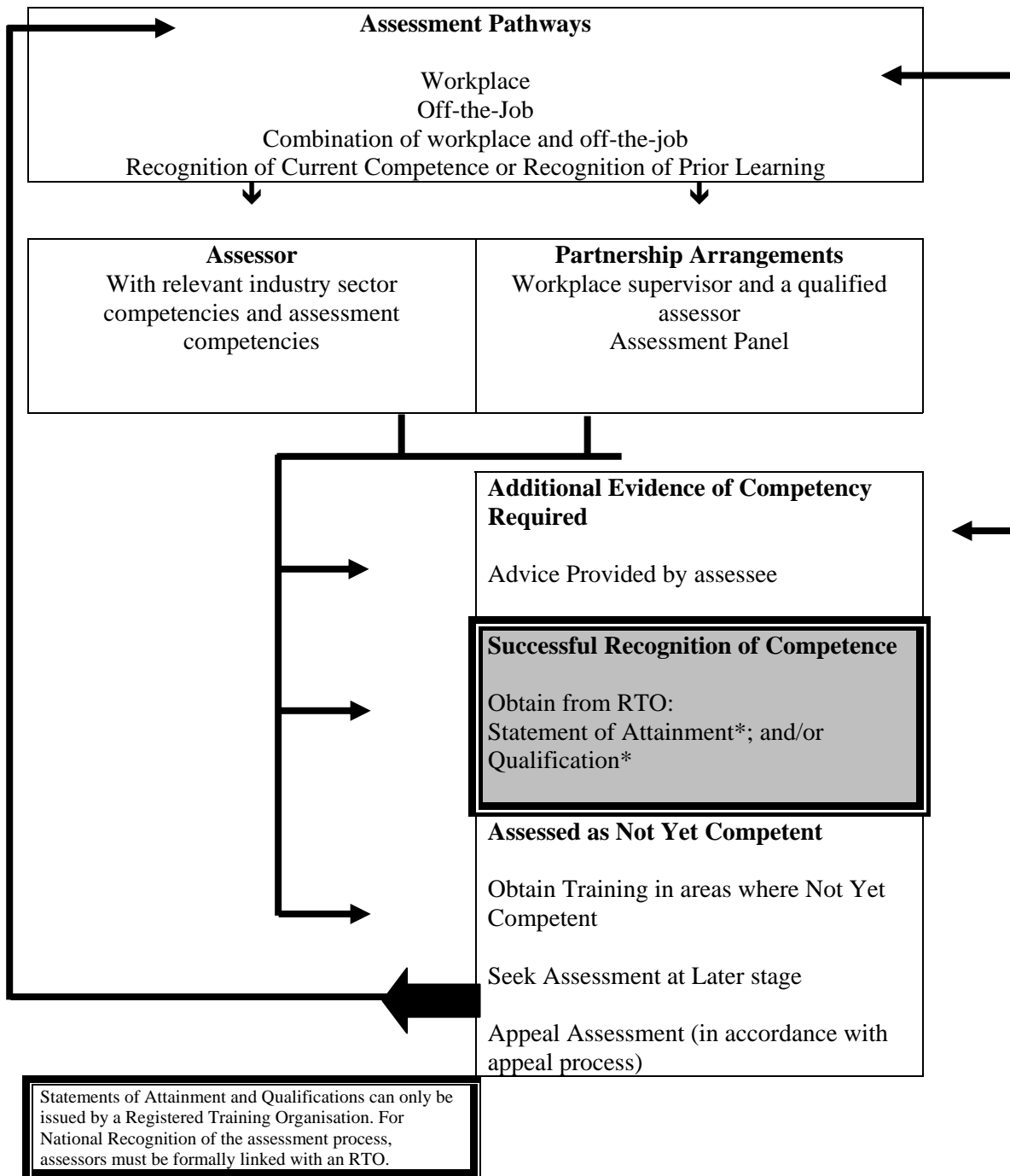
To conduct assessments against all, or part of, the Forest and Forest Products Industry Training Package Competency Standards, a training organisation is required to be registered with a State or Territory Training and Recognition Authority.

For the purpose of providing advice to industry, FAFPESC will maintain, on behalf of the industry, a list of Registered Training Organisations which are registered to provide training and/or assessment services against the Forest and Forest Products Industry Training Package Competency Standards.

## **A3 Assessment Pathways**

The pathways offered in this Training Package provide for an individual to gain national recognition for their skills. This is so regardless of where, how, or when, he/she gained the skills. Irrespective of how they are gained, the skills of the individual must be assessed in accordance with the details of these Assessment Guidelines.

The following diagram further describes the available pathways.



## **Principles of Assessment Pathways**

All assessment candidates are entitled to receive recognition in the form of a Qualification or Statement of Attainment under the Australian Qualifications Framework.

This is so regardless of where, how or when the competencies were acquired.

In addition to the foregoing entitlement, people assessed as competent against National Industry Competency Standards can also purchase a Forest Industries Skills Record Book which contains Statements of Attainment for each Unit of Competence in a portable and durable format. Skills record books are optional and are available from FAFPESC and some industry specialist Registered Training Organisations.

One Unit of Competence is the minimum requirement for issuing a Statement of Attainment. This is the case no matter which assessment pathway is used to confirm an assessment candidate's competence.

The only assessment which will lead to a Statement of Attainment or Qualification will be one which is conducted by, or auspiced through, an RTO – regardless of the assessment pathway. An auspiced assessment is one which is conducted through partnership between the RTO and the workplace assessor – a partnership in which the required balance of technical, training, and assessment expertise comes together. This has the same status as any other form of assessment.

## **Workplace Based Assessment**

Workplace Based Assessment is a process of gathering evidence in the workplace to provide valid, reliable, and consistent information demonstrating that an assessment candidate is competent in one or more National Competency Standard. Workplace based assessment:

- may include a range of assessment methods, selected on the requirements of the Standard being assessed; and
- will involve the use of qualified assessors as set out in Section B2 of these Assessment Guidelines.

Assessment candidates are also encouraged to self-assess prior to the submission for formal assessment. This can provide a formative, or preliminary, statement of the progress of the candidate against the assessment requirements. Such self-assessment, though, does not constitute sufficient evidence to recognise a person's competence against the Forest and Forest Products Industry Training Package Competency Standards.

Recognition of Prior Learning (RPL), Recognition of Current Competence (RCC), and Credit Transfer provide an opportunity to recognise the skills and knowledge developed from previous employment or through informal training or learning. They can provide efficiencies by enabling the focus of subsequent training on areas of demonstrated need and not in areas where employees are already competent.

## **Institutional Assessment**

Institutional assessment involves gathering evidence in an institutional training environment as opposed to workplace assessment which is conducted in the workplace.

To ensure that institutional assessment retains the integrity of the competency outcome and is fair, valid, and reliable, it is a mandatory requirement that the context or environment in which the assessment is conducted replicates the context of workplace based assessment for the particular unit(s) of competence being assessed.

As a consequence of this requirement, it is unlikely that a significant number of competencies will be able to be assessed in an institutional environment due to the need for access to specialised equipment and other resources.

Institutional assessment is quite appropriate for many of the generic competencies where a simulated workplace outcome or equivalent outcome can be demonstrated.

## **Training Programs**

Where the performance criteria of a particular Unit of Competence necessitates assessment to be conducted in a workplace context, and skills development and training occur through an “off the job” Training Program, workplace assessment will be included in the assessment process.

## **Recognition of Prior Learning / Recognition of Current Competence**

Recognition of Prior Learning (RPL) / Recognition of Current Competence (RCC) is a process that learners or workers with existing skills and knowledge may follow to have their pre-existing skills and knowledge recognised.

The entitlement to seek RPL/RCC exists irrespective of how existing skills and knowledge has been developed or acquired, ie: through experience, informal learning or formal education and training.

Where an assessment candidate believes that he/she is able to meet the requirements of one or more National Competency Standards, he/she may seek recognition of their pre-existing skills and knowledge as sufficient evidence of their ability to meet those requirements.

Where RPL / RCC is sought for recognition of competencies identified in a Qualification described in this Training Package, a candidate must undergo assessment or prepare an application which details the relationship between:

- the skills, the knowledge and experiences that assist the candidate to demonstrate their competence, and/or
- the Training Program’s outcomes, and the requirements of the relevant National Competency Standards.

RTOs are required to establish, promote and maintain processes and structures to assist applicants to prepare applications for recognition of prior learning and/or recognition of current competence. RTOs must ensure that candidates are provided the opportunity for assessment against the relevant National Competency Standards.

It is recommended that RTOs apply a risk management strategy to reviewing RCC applications.

## **Credit Transfer**

Credit Transfer is a process of recognising the equivalence of outcomes from other endorsed competency standards with the requirements of one or more Standards from the Forest and Forest Products Industry Training Package.

The qualifications listed below are National Qualifications. Please note that there may be some qualifications particular to each State/Territory. Users should refer to the appropriate State Implementation Guide or contact your local State ITAB for further information regarding existing State qualifications.

## **Forest Growing & Management**

No national qualifications currently exist within the Forest Growing & Management sector. Therefore, there is no automatic mechanism for credit transfer for the qualifications based on the Forest Growing & Management National Competency Standards or the Standards themselves.

There is, however, scope for RPL / RCC in accordance with the foregoing procedures.

## **Wood Panel Products**

There are three existing national qualifications in use within the Wood Panel Products sector. These are:

Certificate II in Wood Panels;

Certificate III in Forest and Forest Products – Wood Panels;

Certificate IV in Forest and Forest Products – Wood Panels.

Each of these qualifications was developed prior to the existence of the National Competency Standards. As a result, no automatic mechanism for credit transfer between the existing qualifications, the qualifications based on the National Competency Standards or any of the National Competency Standards is possible. There is, however, scope for RPL / RCC in accordance with the foregoing procedures.

## **Harvesting**

There is one existing national qualification in use within the Harvesting sector.

Certificate III in Harvesting

This qualification was developed prior to the existence of the National Competency Standards. As a result, no automatic mechanism for credit transfer between the existing qualifications, the qualifications based on the National Competency Standards or any of the National Competency Standards is possible. There is, however, scope for RPL / RCC in accordance with the foregoing procedures.

## **Sawmilling and Processing**

There are three existing national qualifications in use within the Sawmilling and Processing sector. These are:

Certificate II in Sawmilling and Processing;

Certificate III in Forest and Forest Products – Sawmilling and Processing;

Certificate IV in Forest and Forest Products – Sawmilling and Processing.

Each of these qualifications was developed prior to the existence of the National Competency Standards. As a result, no automatic mechanism for credit transfer between the existing qualifications, the qualifications based on the National Competency Standards or any of the National Competency Standards is possible. There is, however, scope for RPL / RCC in accordance with the foregoing procedures.

## **Merchandising**

There are three existing national qualifications in use within the Merchandising Sector. These are

Certificate II in Timber Merchandising

Certificate III in Timber Merchandising

Certificate IV in Timber Merchandising (Supervision)

Each of these qualifications was developed prior to the existence of the National Competency Standards. As a result, no automatic mechanism for credit transfer between the existing qualifications, the qualifications based on the National Competency Standards or any of the National Competency Standards is possible. There is, however, scope for RPL / RCC in accordance with the foregoing procedures.

## **Manufacturing**

There is one existing national qualification in the Manufacturing sector: It is

Certificate III in Manufacturing (Estimator/Detailer)

This qualification is based on national competency standards. RTO's will need to consider actual units of competence in order to determine level of transfer.

## **Partially completed qualifications**

It is recommended that RTOs will ensure that those people who have partially completed the existing qualifications will be assessed against the National Competency Standards or provided with opportunities to work through the RPL / RCC processes outlined in these Assessment Guidelines.

## **Other endorsed National Competency Standards**

Formal recognition of competence under the ARF can only be provided against Competency Standards endorsed by the National Training Quality Council. Other industries may have NTQC-endorsed Units of Competence which are similarly titled or which relate to work functions included in the Forest & Forest Products Industry. Where RTOs, enterprises or individuals are uncertain as to the equivalence of the competency outcomes of NTQC-endorsed Competency Standards from other industries they are encouraged to make application to FAFPESC to establish the acceptability of such Competency Standards. This will be of particular importance in some regulated work functions where competence against specific National Industry Competency Standards is a mandatory requirement. (for example: Log Truck operation, chainsaw operation, tree falling, load shifting and harvesting plant operation,)

FAFPESC will consult with the relevant industry stakeholders to determine whether the standards imported from other industries provide equivalent outcomes.



## **A4 Recording Assessment Outcomes**

The recording arrangements for assessment outcomes apply to all assessments.

RTOs are required to record and retain all assessment outcomes conducted or auspiced by them. RTOs must ensure that all information relating to assessment outcomes is reported and stored in accordance with the requirements of the relevant State or Territory Training and Recognition Authority.

## **A5 Reporting Assessment Outcomes**

RTOs have a responsibility to report assessment outcomes to assessees in a timely, objective, and constructive manner – in addition to the formal requirements for issuing Statements of Attainment and AQF qualifications.

## **A6 Appeal and Re-assessment Processes**

Assessment candidates are entitled to appeal against the assessment process and/or the assessment outcomes where they believe either the process or outcomes are unjust or unfair.

Registered Training Organisations are required to have an appeals process .

Assesseees who believe they have grounds for appeal should in the first instance seek to resolve the matter through discussion with the RTO which conducted or auspiced the particular assessment which is the subject of the grievance.

Assesseees are entitled to obtain a copy of the appeals procedure from the RTO conducting the assessment.

## **A7 External Audits of Assessment Processes**

RTOs will be audited in accordance with the requirements of the Australian Recognition Framework (ARF). State and Territory Training and Recognition Authorities are advised that the industry agencies listed at Section E of these guidelines are the most appropriate sources of industry input to audit processes.

# Section B Assessor Qualifications and Training

## BI Assessor Qualifications

### General Requirements

Assessments against competencies in the Training Package will be carried out in accordance with these endorsed guidelines. The guidelines include the necessary qualifications for those conducting assessments and provide for those situations where more than one person may contribute to the assessment and where the required technical and assessment competencies may not all be held by any one person.

To conduct assessment against the National Competency Standards, assessors must be competent in the following units from the Training Package for Assessment and Workplace Training (BSZ98)

- BSZ 401 A Plan assessment
- BSZ 402 A Conduct assessment
- BSZ 403 A Review assessment

In order to be deemed competent in the foregoing Units, prospective assessors must be assessed by a Registered Training Organisation registered to conduct assessment against the Training Package for Assessment and Workplace Training (BSZ98)

Note:	BSZ401 A	Plan Assessment
	BSZ402A	Conduct Assessment
	BSZ403A	Review Assessment

are deemed to be equivalent to the Units:

- Conduct Assessments in Accordance with an Established Assessment Procedure: and Extension Unit:
- Plan and Review Assessment

from the Competency Standards for Assessment endorsed by the National Training Board but now superseded by the Training Package for Assessment and Workplace Training (BSZ98)

In addition, Assessors must also:

- know current industry practices for the job or role against which the performance is being assessed
- practise the necessary interpersonal skills required in the assessment.

These requirements can be met by prospective assessors by completing a recognised training program or undergoing assessment by a Registered Training Organisation for the relevant Units of Competency.

## Licensing / Regulatory requirements

In some circumstances, as a consequence of statutory requirements, assessors may be required to satisfy additional requirements to the general rules.

The following Units of Competency relate to work functions which are the subject of Statutory Licensing or regulatory controls in some State/Territories.

Assessors who intend to conduct assessments against these Units of Competency must satisfy additional criteria as prescribed by statute or regulation in the relevant States/Territories which may include the need to register with a regulatory authority.

Details of the statutory or regulatory arrangements for each jurisdiction are available from the State / Territory or National Industry Training Advisory Body as listed in the end of this document.

These Units include:

Number	Unit Title
FPIH2001A	Trim and cross-cut harvested trees
FPIH2002A	Grade logs and mark for segregation
FPIH2003A	Harvest tress manually – basic
FPIH2005A	Recover felled logs using cables (Rigging Slinger)
FPIH2006A	Recover felled logs using cables (Chokerman)
FPIH2007A	Recover felled logs using cables (Chaser)
FPIH2008A	Conduct self loading crane forestry operations
FPIH3020A	Harvest trees manually - intermediate
FPIH3021A	Conduct wheeled tractor forestry operations
FPIH3022A	Conduct crawler tractor forestry operations
FPIH3023A	Conduct skidder operations
FPIH3024A	Conduct loader (wheeled or tracked) forestry operations
FPIH3025A	Conduct forwarder forestry operations
FPIH3026A	Conduct wheeled feller buncher operations
FPIH3027A	Conduct tracked feller buncher operations
FPIH3028A	Conduct boom delimber operations
FPIH3029A	Conduct excavator (with grab) operations
FPIH3030A	Conduct wheeled mechanical processor operations
FPIH3031A	Conduct tracked mechanical processor operations
FPIH3032A	Shift logs using truck
FPIH3033A	Recover felled logs using cables – yarder
FPIH3041A	Harvest trees manually – advanced
FPIH4051A	Recover felled logs using cables – hook tender

### Specific FPI Common Technical Units

FPIC1009A	Act in an environmentally responsible manner
FPIC2029A	Work within environmental constraints
FPIC5080A	Implement sustainable forestry practices

### **Specialist Assessment Units:**

In addition to the mandatory Competency Standards for Assessors there are also other competency standards for assessors contained in the Training Package for Assessment and Workplace Training (BSZ98) (Specialist Units) which support the assessment function. These are:

- BSZ503A Design & establish the assessment system
- BSZ504A Manage the training & assessment system
- BSZ505A Evaluate the training & assessment system
- BSZ506A Develop assessment procedures
- BSZ507A Develop assessment tools

Assessors using the relevant Assessment Instruments included in the support materials (non-endorsed components) of this Training Package are required only to be competent in the following:

- BSZ401A Plan Assessment
- BSZ402A Conduct Assessment
- BSZ403A Review Assessment

Assessors proposing to develop and/or use customised Assessment Instruments or Assessment Instruments other than those included in the support materials (non-endorsed components) of this Training Package must, in addition to the foregoing minimum requirements, also be competent against the following:

- BSZ507A Develop assessment tools

## **B2 Using Qualified Assessors**

The preferred position is that all assessors are competent in the work function to be assessed and all assessments can therefore be conducted by a single qualified assessor.

It is recognised however, that this preferred arrangement is not always possible and accordingly there are a number of alternatives for using qualified assessors. These options are designed to address the different workplace or institutional contexts in which assessment can take place.

In all circumstances the assessment process must involve:

- A person who is competent against the competency standards from the Training Package for Assessment and Workplace Training (BSZ98):
  - BSZ401A, Plan Assessment
  - BSZ 402A, Conduct Assessment
  - BSZ403A; Review Assessment

The options for assessor qualifications are:

- a workplace assessor who is competent against the assessor competency standards and the relevant vocational competencies, and has a knowledge of current industry practices ;

or:

- a workplace assessor who is competent against the assessor competency standards and who is advised by a person with relevant vocational competencies and experience;

or;

- an assessment panel which includes at least one person who is competent against the assessor competency standards and one person who is competent in the relevant vocational competencies

## Section C Guidelines for Developing Assessment Resources

The following guidelines have been agreed by the industry as appropriate for the development of Assessment Resources.

The industry has developed generic Assessment Instruments for each unit of competency.

These Assessment Instruments are included in the support materials (non endorsed components) for this Training Package.

The Industry's preferred position is that all assessors use these generic Assessment Instruments. This will generally provide for greater validity, consistency and reliability for assessments in addition to saving assessors and Registered Training Organisations the expense of developing their own assessment resources.

It is recognised that some assessors or Registered Training Organisations may choose to develop their own assessment resources for the purpose of rendering them more relevant to their particular circumstances.. In order for customised or substituted assessment instruments to serve as the basis of assessment for National Qualifications they must be developed by an assessor meeting the requirements as set out in **B1 – Assessor Qualifications:**

That is, the person(s) developing or customising the Assessment Resources should be competent against the following specialist competency standards from the Training Package for Assessment and Workplace Training (BSZ98):

- BSZ503A Design & establish the assessment system
- BSZ504A Manage the training & assessment system
- BSZ505A Evaluate the training & assessment system
- BSZ506A Develop assessment procedures
- BSZ507A Develop assessment tools

There is no set format for the design, production or development of assessment resources however assessment resources developed or customised by assessors and RTO's must be validated to ensure they conform with the principles of validity, reliability, flexibility and fairness, and ensure that they do not describe processes which would conflict with the Australian Recognition Framework.

Assessors and RTOs are required to meet the following requirements when developing assessment resources.

All assessment resources developed will meet the requirements of the National Competency Standards and will be drafted to ensure that the requirements of the Evidence Guides, Performance Criteria and Range of Variables are met. This will be achieved by developers of assessment resources through :

- Ensuring that each of the individual requirements of each Evidence Guide has at least one assessment task, activity or form of evidence directly related to it;
- Mapping each of the individual assessment tasks, activities or forms of evidence to the Performance Criteria to ensure that each Performance Criteria has at least one form of evidence to support it;
- Ensuring that each of the individual assessment tasks, activities or forms of evidence are consistent with some or all of the variables contained within the Range of Variables statement of the relevant National Competency Standards.
- Ensuring that evidence gathering methods in all Assessment resources are gender and culturally inclusive ;
- Ensuring that all assessment resources explicitly state the workplace communication and numeracy requirements of the task to be assessed and that they take into account the language , literacy and numeracy skills of both the assessee and assessor;
- Ensuring that the assessment tasks, activities and forms of evidence are designed so as not to limit assessment opportunities of persons of any gender, age or cultural background – including those people with limited workplace communication and numeracy skills (where these skills are not the sole basis of the assessment);
- Ensuring that assessment resources reflect the a variety of languages used within the workplace thereby not restricting access to assessment. This can be achieved by consideration of the use of panel assessment processes where this would enable language barriers to be removed or reduced;
- Utilising a range of evidence gathering methods (which could include workplace performance, simulation, product samples, third party reports, questioning, materials portfolios) Note: Simulation should only be used in those circumstances where it is unnecessary, impractical or inappropriate to conduct an assessment in the workplace, or in an institutional setting which replicates a workplace environment (eg; industry skills centre) In using simulation as the basis for assessment, Assessors must ensure the simulation accurately reflects the workplace performance outcomes in order that the simulated performance provides for the same outcome as an assessment conducted in an actual workplace situation.
- Ensuring that in customising or developing assessment resources to reflect enterprise specific practices or processes, the resource is not made so enterprise specific that the outcome of the assessment no longer reflects the original Unit of Competency or the integrity of the assessment outcome is in some other way compromised. Note: Assessors and RTOs are encouraged to use enterprise or industry specific materials to support the assessment resource and assessment process. These materials might include organisational policies or procedures, industry product certification standards, quality endorsement procedures. Assessors and RTOs using such materials should ensure that any materials used complement the assessment resource and do not become a separate or additional assessment task or process.
- Ensuring that each assessment resource incorporates advice on arrangements for preparation and conduct of assessments. This is particularly important for those National Competency Standards which:
  - involve a need to access machinery or equipment for assessment activities which could disrupt production processes,
  - may require assessment over a period of time, or
  - may require both assessee and assessor to perform in more than one location.

Such arrangements might include:

- arranging 'cover' for candidates who may be drawn away from their production work,

- checking production schedules to ensure that production activities appropriate to the unit/s of competency to be assessed are scheduled at the time of the assessment,
- arranging venues and space within the production environment in which assessment might occur,
- ensuring the availability, serviceability and access to required equipment or machinery
- alerting other employees to the assessment being undertaken, and/or
- strategies for limiting the disruption to ongoing production activities,
- indicating when assessments should cease because mandatory requirements of the assessment process have not been met. This would specifically occur in the case of critical occupational health and safety and /or regulatory compliance being contravened.

## **Integrated Assessment**

In order to minimise cost, time and repetition associated with the conduct of assessment, assessors are encouraged to integrate the assessment of multiple units of competency wherever the units are complementary and/or have some common elements or performance requirements, subject to the assessor and assessee considering it safe and appropriate to conduct the assessments concurrently.

## **Assessment Methods**

Generic assessment resources have been developed by FAFPESC as part of the Support Materials for this Training Package which are designed to assist Assessors in assessing competence against these Competency Standards. Where an Assessor chooses not to use the Assessment Instruments developed by FAFPESC, the Assessor must ensure:

- The incorporation of direct and observable evidence gathering methods in the workplace as the principle means by which assessment will occur in each of the assessment resources;
- The incorporation of assessment methods that provide evidence of workplace performance (where required by the particular Unit of Competency), as distinct from direct observation. There are limitations in the exclusive use of directly observed assessment (especially for events that occur irregularly or that take a considerable period of time to complete). In such circumstances it is necessary to use alternative assessment methods that ensure the required evidence is gathered in more effective ways. These may include:
  - gathering work related information that provides evidence of required performance,
  - simulations of required work performance, including detailed 'walk throughs' of production processes, where these are required to be followed in the particular unit/s of competency;
- The incorporation of indirect methods of gathering evidence into the assessment process, where this is consistent with the requirements of the relevant units of competency and assists in reducing the costs of assessment activities. Such methods of gathering evidence may include:
  - interviewing other workers and supervisors about specific work performances,
  - examining the reports of other workers and supervisors.
  - examining the products and outcomes of work or formal reports of work outcomes where these are available. Such information might include production log books, production statistics and quality reports,
  - the completion of agreed practical projects by assessment candidates where this is consistent with the requirements of the relevant units of competency. It is expected that this evidence gathering method will be most effective as an additional evidence gathering method for integrated assessments which involve production improvement and problem solving activities;
- That supplementary methods of gathering evidence are incorporated where direct and indirect forms of evidence gathering may not provide sufficient information for valid assessment outcomes to be guaranteed. Such instances might be included for those units of competency where it is possible that assessees exercise the competencies without direct involvement with other employees, or where direct evidence is unavailable (or unlikely to be available) because



of the nature of the evidence to be gathered, e.g. instances in which evidence is required of responses to a range of critical incidents.

Supplementary evidence gathering methods might include any, or combinations, of:

- asking questions about the activities undertaken and/or to confirm that required underpinning knowledge is held by the assessment candidate,
- the completion of tests (written or oral) where these are directly related to the knowledge requirements contained within the Evidence Guides of the relevant National Competency Standards,
- the results of self-assessments undertaken by the candidate for assessment,
- the provision by candidates for assessment of portfolios of work detailing performance of the requirements of the relevant Units of Competency.

All Assessment resources will be structured to ensure their relevance to the specific Units of Competency to which they relate, and that they neither introduce additional or unrelated performance requirements nor delete required performance requirements.

## Processes for the Development of Assessment Resources

Developers of Assessment Resources are encouraged to utilise development processes that assure the quality of the Assessment Resources. These processes are required to include the participation of industry technical experts, including those who are competent in assessment as set out in Section B1, Assessor Qualifications of these Assessment Guidelines.

To assure quality, developers of Assessment Instruments, in addition to the requirements to be competent in the unit BSZ507A, Develop assessment tools are encouraged to validate the Assessment Instruments with the industry organisation(s) with whom it is expected the Assessment Resources will be used.

Registered Training Organisations are encouraged to also:

- seek the advice of FAFPESC Ltd as to the applicability of the Assessment Resources;
- seek the advice of other organisations listed in Section E, Sources of Information on Assessment in these Assessment Guidelines.

## Format of Resources

It is recommended that developers of Assessment Resources adopt the following format for the Assessment Resources which they develop.

Section Heading	Description
Title	Identifies title of assessment instrument
Unit of competency	Identifies the Unit of Competency to which the Assessment Resource relates.
Conditions and context for assessment	Identifies conditions under which assessment can be conducted based on information from range of variables, evidence guides, relevant AQF and Key Competencies levels
Instructions for assessors	Informs assessor about specific assessment methods applying to this particular assessment , conditions of assessment and specific assessment preparation, conduct and review arrangements
Direct observation checklist	Checklist or other list for outcomes of observations of performance and other forms of evidence gathering applicable to the particular Assessment
Other evidence gathering methods	Assessor instructions on the circumstances, and means for gathering indirect and supplementary evidence. Indirect evidence may be specified and supplementary evidence indicated
Record of assessment outcomes	Identifies how the outcomes of different evidence gathering techniques, in for the particular assessment , are to be recorded
References	Identifies specific (where known) and general reference material
Documentation	Required to support the specific evidence gathering techniques included in each Assessment Instrument

### **Customisation of Assessment Instruments**

Assessment Instruments developed to meet the requirements of the Units of Competency may be customised only within the conditions set out in this section of these Assessment Guidelines.

### **Maintenance and Review of Assessment Instruments**

Registered Training Organisations using customised assessment instruments or substitute assessment instruments are encouraged to review such instruments to ensure the assessment outcomes are consistent with the performance criteria of the relevant Unit of Competency.

## Section D Guidelines for Conducting Assessments

The following guidelines are the preferred arrangements of industry for conducting assessments in both workplace and institutional settings.

Before conducting any assessment against Units of Competence in the Forest and Forest Products Industry Training Package, Assessors must ensure that the health, safety and welfare of all people directly and indirectly involved in the assessment is of primary concern.

Accordingly, Assessors must ensure that all regulatory requirements are fulfilled, that industry best practice for the conduct of assessment and the safe performance of work is the only acceptable standard and that assessor / assessee ratios as described in the relevant Training Package Implementation Guide are rigorously applied.

If the RTO / Assessor is in doubt as to the appropriate ratio of Assessors to assessees for any assessment process, they should contact either FAFPESC or the relevant State ITAB as listed at the back of this guide.

Assessors who intend to conduct assessments against Units of Competence which relate to regulated work functions must satisfy any additional criteria as prescribed by statute or regulation in the relevant jurisdiction.

It is the Assessors / RTO's responsibility to confirm whether a Unit of Competency does relate to a regulated work function and to establish the details of any additional prescriptions for the conduct of the assessment. (Note: Units of Competency which may be the subject of regulatory arrangements in one or more jurisdictions are contained in Section B1 of this document)

If the RTO / Assessor is in doubt as to the relevant regulatory requirements for a particular Unit of Competence they should contact either FAFPESC or the relevant State ITAB as listed at the back of this Guide.

**All assessments will be conducted in the workplace or in institutional settings that accurately recreate the requirements and conditions of the workplace.**

To ensure that institutional assessment retains the integrity of the competency outcome and is fair, valid, and reliable, it is a mandatory requirement that the context or environment in which the assessment is conducted replicates the context of workplace based assessment for the particular unit(s) of competence being assessed.

It is unlikely that a significant number of competencies will be able to be assessed in an institutional environment due to the need for access to specialised equipment and other resources.

Institutional assessment is quite appropriate for many of the generic competencies where a simulated workplace outcome or equivalent outcome can be demonstrated.

Simulation should only be used in those circumstances where it is unnecessary, impractical or inappropriate to conduct an assessment in the workplace.

A key principle of the conduct of assessments is that all assessment activities are transparent and open to scrutiny by the RTO, the industry enterprise and the assessment candidate.

Specifically, Assessors / RTOs are required to ensure that the conduct of assessment includes:

- A reasonable opportunity for the assessment candidate to practice the competency and to complete a self assessment before participating in a formal assessment;
- Confirmation with the assessment candidate of the **purpose of the assessment**, the Unit(s) of Competence being assessed, the Assessment Resources being used in the assessment, the performance requirements for the assessment (assessment candidates must be provided with, or have access to, the relevant Units of Competence and Assessment Resources) and the assessment processes;

- **Preparation for the evidence to be gathered** by examining the relevant Unit(s) of Competence performance criteria in relation to the assessment tasks, activities and forms of evidence and the Range of Variables forming the context of the assessment;
- **Preparation of the processes and procedures** required for the assessment, including the following:
  - equipment / resources (based on Range of Variables),
  - arrangement of the assessment venue,
  - arrangement of participants in the assessment;
- Confirmation of the assessment candidate's **readiness for assessment**, including (where appropriate) an indication from the candidate as to their self-assessment and the time and place for the assessment;
- **Gathering of evidence specified** in the Assessment Instrument, including the gathering of indirect and (where required) supplementary evidence;
- **Making the assessment decision** by examining the gathered evidence against the requirements of the Assessment Instrument, which is based on the relevant Unit(s) of Competence—especially the Performance Criteria, Evidence Guide and Range of Variables;
- **Considering the evidence** provided by others in the workplace including, peers and relevant supervisors and managers, where appropriate and required;
- Recording the **assessment results**;
- **Providing feedback** to the assessment candidate – especially where the assessment outcome is that the candidate is 'not yet competent';
- **Arranging post assessment counselling** where required, including the description of the appeals process;
- **Providing formal assessment reports** and records to all appropriate persons and agencies;
- **Operating appeal and re-assessment processes** in accordance with the RTO's requirements and consistent with the requirements of Section A6, Appeal and Reassessment Processes of this Assessment Guideline;
- **Statement of attainment** by the RTO;

In addition to the foregoing requirements, RTOs are invited to regularly review assessment procedures and guidelines and provide advice to FAFPESC on recommended improvements.

# Section E Sources of Information on Assessment

From time to time, RTOs, industry organisations and assessors will require additional information to assist them in the conduct of assessments. This section of these Assessment Guidelines details the known and available sources of information and assistance on assessment.

## Documents

The following documents are available to assist those involved in conducting Training and Assessment .

Assessment & Workplace Training National Competency Standards (1998)

A Guide to the Competency Standards for Assessment (1997)

The following Units of Competence for the purposes of assessor requirements:

BSZ 401 A	BSZ 503 A	BSZ 507 A
BSZ 402 A	BSZ 504 A	
BSZ 403 A	BSZ 506 A	

The following units of competency for the purposes of trainer requirements:

BSZ 404 A	BSZ 407 A	BSZ 504 A
BSZ 405 A	BSZ 408 A	BSZ 505 A
BSZ 406 A	BSZ 502 A	BSZ 508 A

## Organisations

See the Contact details at the back of this Guide.



# Section C





# Support Materials

The Forest and Forest Products Employment Skills Company has developed a range of support materials for the Training Package. Products developed to support and assist in the implementation of the Training Package include:

Assessment Instruments

Trainer and Learner Guides

The range of support materials is added to regularly. There are also a number of resources developed by FAFPESC, such as Case Studies of enterprises that have implemented the Forest and Forest Products Industry Training Package. For a complete list of available support materials, contact FAFPESC direct, or at [www.fafpesc.com.au](http://www.fafpesc.com.au)

## Language, Literacy and Numeracy

Language, literacy and Numeracy are underpinning skills in almost all tasks. It is vitally important to consider these in all aspects of training and skills development.

There are a wide range of resources and support materials available to assist in the development of literacy and numeracy skills, both specific to the forest and forest products industry, and for a wider range of applications. The Forest and Forest Products Employment Skills Company (FAFPESC) has developed practical publications to assist individuals, trainers and assessors to achieve these skills, and can also assist enterprises to implement programs and activities to develop these skills in the workplace.

State Industry Training Advisory Bodies have also developed support materials. For further information contact the relevant State ITAB. Contact details are at the back of this Guide. For further information enterprises or individuals are encouraged to contact FAFPESC direct or at [www.fafpesc.com.au](http://www.fafpesc.com.au)

## New Apprenticeships

New Apprenticeships are apprenticeships or traineeships offering new opportunities for structured training, flexibility and new support service arrangements. FAFPESC has produced an information booklet on New Apprenticeships in the industry. The Booklet contains information on:

- How to employ a New Apprentice
- Financial incentives available
- How to develop a training program
- How to find the right Registered Training Organisation (RTO)

The Booklet, and further information is available from FAFPESC or the relevant State ITAB. Contact details are at the back of this guide.

# Competency Standards – Old to New Unit Listing

The following table describes the transition of previous Units of Competence to those now being used within FPI99A. The listing covers the Harvesting, Sawmilling & Processing and Timber Manufactured Products and Merchandising sectors.

It is meant as a guide only and does not imply that RPL/RCC is immediately applied.

Further information is available from FAFPESC.

## Harvesting

<b>Number</b>	<b>Old Unit Listing Unit Title</b>	<b>Number</b>	<b>New Unit Listing Unit Detail / Comment</b>
H3.1	Cross-cut logs with a hand held chainsaw	FPIC2011A	Cross-cut materials with a hand held chainsaw
		FPICT2007A	Maintain chainsaws
		RUH HRT 223A	Climb small trees
H4.1	Fall trees manually - basic	FPIH2003A	Harvest trees manually - basic
H4.2	Shift logs with wheeled lifting equipment - basic	—	Absorbed in equipment units
H4.3	Shift logs with wheeled skidding equipment - basic	FPIH3023A	Conduct skidder operations
H4.4	Shift logs with forwarding equipment	FPIH3025A	Conduct forwarder forestry operations
H4.5	Load and unload logs using self-loading crane	FPIH2008A	Conduct self loading crane forestry operations
H4.6	Clean and maintain log landing		Absorbed in equipment units H2008A – H3032A
H4.7	Trim and cross cut felled trees	FPIH2001A	Trim and cross-cut felled trees
H4.8	Assess felled trees or logs for grade and recovery	FPIH2002A	Grade logs and mark for segregation
H4.9	Sort and stack logs		Absorbed in equipment units H2008A – H3032A
H4.10	Debark and split hardwood logs with excavator-based equipment		Absorbed in equipment units H2008A – H3032A
H4.11	Maintain equipment on site - basic	FPIH2004A	Maintain equipment on site - basic
H4.12	Recover felled logs using cables - basic	FPIH2005A	Recover felled logs using cables (Rigging Slinger)
		FPIH2006A	Recover felled logs using cables (Chokerman)
		FPIH2007A	Recover felled logs using cables (Chaser)
H4.13	Split logs with wheeled equipment		Absorbed in equipment units
H4.14	Fall trees mechanically	FPIHC3027A FPIHC3026A FPIHC3029A	Conduct tracked feller buncher operations Conduct wheeled feller buncher operations Conduct excavator (with grab) operations
H4.15	Process fallen trees mechanically	FPIHC3030A FPIHC3031A	Conduct wheeled mechanical processor operations Conduct tracked mechanical processor operations
H4.16	Shift material for site preparation and maintenance	FGM 047A FGM 108A FGM 149A	Prepare sites for forest establishment using tracked or wheeled equipment Conduct tip truck operations Conduct grader operations
H5.1	Fall trees manually - intermediate	FPIH3020A	Harvest trees manually – intermediate
H5.2	Shift logs with lifting and skidding equipment - advanced	RUH HRT 355A FMI Unit 5	Undertake complex tree climbing Manage operations to achieve planned outcomes
H5.3	Maintain equipment on site - advanced	FPIH3040A	Maintain equipment - advanced
H5.4	Shift logs with tracked skidding equipment - advanced - (2)	FPIH3023A	Conduct skidder operations
H5.5	Load and shift logs using excavator - based equipment	—	Absorbed in equipment units
H5.6	Shift logs using truck	FPIH3032A	Shift forestry logs using truck
H5.7	Load logs using dozer or skidder with blade	—	Absorbed in equipment units

<b>Number</b>	<b>Old Unit Listing Unit Title</b>	<b>Number</b>	<b>New Unit Listing Unit Detail / Comment</b>
H5.8	Construct log landing	FGM 047 A	Prepare sites for forest establishment using tracked or wheeled equipment
H5.9	Construct and maintain haul roads	FGM 159 A	Construct and maintain roads / tracks
H5.10	Construct and maintain snig tracks	FGM 159 A	Construct and maintain roads / tracks
H5.11	Renovate tracks and landings	FGM 058 A	Rehabilitate tracks, quarries and landings
H5.12	Recover felled logs using cables - intermediate	FPIH3033A	Recover felled logs using cables - yarder
H5.13	Fall and process trees mechanically	—	Absorbed in equipment units
H6.1	Fall trees manually - advanced	FPIH3041A	Harvest trees manually - advanced
		FPIC4050A	Apply tree jacking techniques
		RUH HRT 309A	Remove trees in confined spaces
H6.2	Design log landing and recovery tracks	FPIH4052A	Design log landing and snig tracks
H6.3	Lead a work crew	FPIH4053A	Lead a work group
H6.4	Recover felled logs using cables – advanced	FPIH4051A	Recover felled logs using cables - hook tender

## Sawmilling & Processing

<b>Number</b>	<b>Old Unit Listing Unit Title</b>	<b>Number</b>	<b>New Unit Listing Unit Detail / Comment</b>
S2.1	Grade round poles and debarked logs	S2001A	Grade round poles and debarked logs
S2.2	Rack or stack and bind material	C2001A	Rack material
		C2002A	Stack and bind material
S2.3	Dock boards manually	C2003A	Dock timber manually for length and defects
S2.4	Prepare timber for built up beams	C2004A	Produce glue-laminated beams
S2.5	Finish fabricated products	C2005A	Finish fabricated products
S3.1	Transfer loads with traverser	TDT D197A	Shift material safely
		TDT D297A	Use manual handling equipment
		TDT D1297A	Operate specialised load shifting equipment
		C2021A	Grade hardwood sawn and milled products
		C2022A	Grade softwood sawn and milled products
		C2023A	Grade cypress sawn and milled products
S3.2	Visually determine hardwood stress grade	C2024A	Visually stress grade hardwood
	Visually determine softwood stress grade	C2025A	Visually stress grade softwood
S3.3		C2026A	Visually stress grade cypress
S3.4	Grade, sort and mark timber in a production process	S2002A	Assess and pre-sort timber for a production process
S3.5	Tail out or pull out timber	C2010A	Tail out or pull out timber
S3.6	Process customer orders - basic	TDT A1297A	Pick and process orders
S3.7	Sort boards mechanically	S2003A	Sort boards mechanically
S3.8	Assess, sort and store logs	S2004A	Assess, sort and store logs
S3.9	Cross-cut logs with a hand held chainsaw	C2011A	Cross cut materials with a hand held chainsaw
S3.10	Cross-cut logs with a circular saw	S2005A	Cross-cut logs with a circular saw
S3.11	Peel and debark softwood logs mechanically	S2006A	Peel and/or debark softwood logs mechanically
S3.12	Dress boards - basic	C2012A	Dress Boards / timber - basic
S3.13	Treat timber with preservative - basic	S2007A	Conduct Timber Treatment Plant Operations
S3.14	Saw hardwood logs - basic	—	Merged with S2023/ Saw logs
S3.15	Produce sawn green boards - basic	S2008A	Produce sawn green boards
S3.16	Dock boards on mechanical feed	S2009A	Dock boards on mechanical feed

## Timber Manufactured Products and Timber Merchandising

<b>Number</b>	<b>Old Unit Listing Unit Title</b>	<b>Number</b>	<b>New Unit Listing Unit Detail / Comment</b>
M2.1	Stack and bind material	C2002A	Stack and bind material
M2.2	Pack assembled products	WPP 203 A	Pack assembled products
M2.3	Rack material for storage	M2001A	Store material
M2.4	Dock timber for length and defects	C2003A	Dock timber manually for length and defects
M2.5	Finish fabricated products	C2005A	Finish fabricated products
M2.6	Cut timber to length and angle - basic	M2002A	Cut material to length and angle - basic
M2.7	Prepare timber for built up beams	C2004A	Produce glue - laminated beams
M2.8	Paint products manually	C2006A	Coat products manually

<b>Old Unit Listing</b>		<b>New Unit Listing</b>	
<b>Number</b>	<b>Unit Title</b>	<b>Number</b>	<b>Unit Detail / Comment</b>
M2.9	Display product	WRRM.1A	Merchandise product
M3.1	Sling loads and assist load transfers	TDT D797A	Prepare cargo for transfer with slings
M3.2	Shift material using transfer equipment	TDT D197A	Shift materials safely
		TDT D297A	Use manual handling equipment
		TDT D297A	Operate specialised load shifting equipment
M3.3	Tally material	C2016A	Tally material
		C2021A	Grade hardwood sawn and milled products
		C2022A	Grade softwood sawn and milled products
		C2023A	Grade cypress sawn and milled products
M3.4	Visually determine hardwood stress grade	C2024A	Visually stress grade hardwood
	Visually determine softwood stress grade	C2025A	Visually stress grade softwood
M3.5		C2026A	Visually stress grade cypress
M3.6	Select material for orders	TDT A1297A	Pick and process orders
M3.7	Tail out or pull out timber	C2010A	Tail out or pull out timber
M3.8	Dress timber - basic	C2012A	Dress boards / timber - basic
M3.9	Resaw timber - basic	C2013A	Resaw boards/timber - basic
M3.10	Deal with public	WRRCS.3A	Interact with customers
M3.11	Advise customers - basic	WRRS.1A	Sell products and services
		WRRCA.1A	Operate retail equipment
		WRRF.1A	Balance register/terminal
M3.12	Calculate value of orders and sales	WRRCS.2A	Apply point of sale handling procedure
M3.13	Complete sales transactions	WRRS.2A	Advise on products and services
		WRRLP.2A	Minimise theft
		WRRCA.2A	Apply retail office procedure
M3.14	Cut timber to length and angle -advanced	M2003A	Cut material to length and angle -advanced
M3.15	Prepare finger jointed timber - basic	C2015A	Produce finger jointed timber
M3.16	Repair timber surfaces	WPP.308	Repair veneer and ply
		WPP.340	Repair panels
M3.17	Machine timber detail - basic	M2004A	Machine material - basic
M3.18	Assemble general products	C2014A	Assemble products
M3.19	Assemble products using nail plates	M2005A	Assemble products using nail plates
M3.20	Maintain stock availability	WRR1.1A	Perform stock control procedures
M3.21	Visually grade timber for appearance and construction standard	C2018A	Sort timber for appearance
M3.22	Produce pointed timber products	C2017A	Produce pointed timber products
M3.23	Maintain store stocks	WRR1.2A	Maintain stock control
		WRR1.3A	Order stock
M3.24	Merchandise products	WRRM.1A	Merchandise stock
M4.1	Transfer loads using overhead crane (gantry)	TDT D1297A	Operate specialised load shifting equipment
M4.2	Shift timber using truck	C3051A	Shift timber using truck
		TDT C197A	Drive a vehicle (Core Skills)
		TDT C297A	Drive light rigid vehicles
		TDT C397A	Drive medium rigid vehicles
		TDT C497B	Drive heavy rigid vehicles
		TDT C597B	Drive heavy combination vehicles
		TDT C697A	Drive multicomination vehicles
M4.3	Deliver and collect material	C2020A	Deliver and collect material
		TDT D497A	Load and unload goods/cargo
M4.4	Shift timber with wheeled lifting equipment - basic	TDT D1097A	Operate a forklift
		TDT D1197A	Conduct advanced forklift operations
		TDT D1297A	Operate specialised load shifting equipment
M4.5	Process customer orders	WRRCS.2A	Apply point of sale handling procedures
		WRRCS.3A	Interact with customers
M4.6	Dress timber - advanced	C3052A	Dress boards/timber - advanced
M4.7	Resaw timber - advanced	M3015A	Resaw timber - advanced
M4.8	Advise customers - advanced	WRRS.2A	Advise on products and services
M4.9	Handle cash and document credit sales	WRRF.2A	Perform retail finance duties
M4.10	Weigh loads	C2019A	Weigh loads
M4.11	Maintain security of site and building perimeters	C3066A	Maintain security of site and building perimeters
M4.12	Cut timber using computer programmed machinery	C3053A	Cut material using computer programmed machinery
		C3054A	Cut material using high speed optimiser
M4.13	Prepare finger jointed timber - advanced	C3055A	Set up and maintain finger jointed timber operations
		C3057A	Set up and maintain end matching operations
M4.14	Plan and set up product assembly	M3016A	Plan and set up product assembly
M4.15	Glaze frames	M2006A	Glaze frames
M4.16	Machine timber detail - advanced	M3017A	Machine material - advanced
M4.17	Transfer loads using truck mounted crane	TDT D1297A	Operate specialised load shifting equipment
		TDT D1397A	Move materials mechanically
M4.18	Test strengths of joints	C3056A	Test strengths of joints

<b>Old Unit Listing</b>		<b>New Unit Listing</b>	
<b>Number</b>	<b>Unit Title</b>	<b>Number</b>	<b>Unit Detail / Comment</b>
M4.19	Cut timber to shape	M2007A	Cut material to shape
M4.20	Machine timber using computer programmed machinery	M3018A	Machine timber using computer programmed machinery
M4.21	Determine packing requirements	M2008A	Determine packing requirements
M4.22	Prepare and interpret sketches and drawings	C3050A	Prepare and interpret sketches and drawings
M5.1	Shift timber with wheeled lifting equipment - advanced	FMI Unit 5	Manage operations to achieve planned outcomes
M5.2	Sharpen cutters and routers	C3058A	Sharpen cutters and routers
M5.3	Maintain wood machining and saw shop machinery	—	Deleted, not required.
M5.4	Maintain wood machining and saw doctor tools	C3059A	Maintain straight edges and tension gauges
M5.5	Replace saws, blades and guides	C3060A	Replace saws, blades and guides
M5.6	Manufacture cutters and routers	C3061A	Manufacture cutter and router bits
M5.7	Organise and evaluate merchandise presentations	WRRM.3A	Co-ordinate merchandising presentation
		WRRLP.3A	Maintain store safety
		WRRF.3A	Produce financial reports
		WRRF.4A	Prepare payroll
M5.8	Plan the production of fabricated products	FMI Unit 5	Manage operations to achieve planned outcomes
M5.9	Take off material quantities	C3062A	Take off material quantities
		C3067A	Estimate and detail trusses and frames using manual methods
		C3068A	Detail trusses and frames using computerised systems - basic
		C3069A	Estimate trusses and frames using computerised systems
M5.10	Estimate non-structural timber requirements	C3070A	Estimate non-structural timber requirements
M5.11	Co-ordinate and monitor operations on a line	FMI Unit 5	Manage operations to achieve planned outcomes
M5.12	Maintain security of premises and equipment	C4082A	Maintain security of premises and equipment
M5.13	Sell products and services	WRRCS.4A	Co-ordinate interaction with customers
		WRRS.3A	Co-ordinate sales performance
		M4019A	Sell, quote/estimate specialised products and services
		WRR1.4A	Buy merchandise
		WRRCA.5A	Operate retail information technology systems
		WRRLP.4A	Maintain store security
		WRRLP.5A	Apply store security systems and procedures
M6.1	Troubleshoot saw / cutter cutting problems	C3064A	Identify and rectify saw performance
		C3065A	Identify and rectify cutter performance
M6.2	Establish and maintain maintenance schedules	FMI 1	Manage personal work priorities and professional development
M6.3	Co-ordinate and monitor operations in a section	FMI 2	Provide leadership in the workplace
M6.4	Supervise staff in a section	FMI 3	Establish and manage effective workplace relationships
M6.5	Administer a section	FMI 4	Participate in, lead and facilitate work teams
M6.6	Evaluate, record and improve procedures	FMI 5	Manage operations to achieve planned outcomes
M6.7	Present reports	FMI 6	Manage workplace information
		FMI 7	Manage quality customer service
		FMI 8	Develop and maintain a safe workplace and environment
		FMI 9	Implement and monitor continuous improvement systems and processes
		FMI 10	Facilitate and capitalise on change and innovation
		FMI 11	Contribute to the development of a workplace learning environment
M6.8	Design trusses and frames using computerised systems	C4080A	Detail trusses and frames using computerised systems - advanced
M6.9	Design timber structures	C4081A	Design timber structures
M6.10	Supervise stock control procedures	M4020A	Supervise stock control procedures



# Contacts

For further information about the Forest and Forest Products Industry Training Package, please contact.

## National Industry Training Advisory Body

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## State Industry Training Advisory Bodies:

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