

**UEECO0023 - Participate in electrical work and competency development activities**

Element/Performance criteria	Case Study	YouTube playlist	PPTs
<b>1. Engage in a competency development plan</b>			
1.1 Context and conditions under which the competency development plan is to be undertaken are identified and confirmed		3, 4	
1.2 Roles and obligations of all parties/stakeholders with respect to the competency development plan are identified and confirmed	1, 2, 3, 5	3, 4	
1.3 Competency development plan is agreed upon, finalised and executed by all relevant parties/stakeholders		3, 4	
<b>2. Participate in electrical competency development work activities</b>			
2.1 Industry/organisational policies and procedures for work and competency development activities are identified, obtained and reviewed	4	2	
2.2 Electrical work is undertaken in accordance with the competency development plan and applicable industry/organisational policies and procedures		2	
2.3 Opportunities to practise skills and apply knowledge relevant to the development of competency are utilised		1	
<b>3. Monitor and report on competency development</b>			
3.1 Records of competency development work activities are maintained and updated on a regular basis			
3.2 Obligations are met for periodic and timely reporting of competency development activities		1	
3.3 Periodic competency development report is verified and validated by appropriate person/s within accepted industry timeline		1	
3.4 Progress in the competency development plan is self-monitored and assistance is sought from appropriate person/s to overcome difficulties or deficiencies		1	14, 15
3.5 Modifications to the competency development plan are made in consultation with appropriate person/s		1	
<b>Performance Evidence</b>			
<ul style="list-style-type: none"> <li>participating in the development of a competency development plan for a specified electrotechnology work function, including: <ul style="list-style-type: none"> <li>identifying competencies to be undertaken</li> <li>identifying responsibilities of all relevant parties/stakeholders</li> </ul> </li> </ul>		3, 4	14, 15, 19, 21
<ul style="list-style-type: none"> <li>undertaking electrical work relevant to the scope of competencies specified in the competency development plan, including: <ul style="list-style-type: none"> <li>experience in relevant work areas</li> <li>exposure to a relevant range of equipment</li> </ul> </li> </ul>		1	
<ul style="list-style-type: none"> <li>periodically documenting and reporting electrical work activities to the relevant parties/stakeholders, including: <ul style="list-style-type: none"> <li>the workplace activities that have been undertaken</li> <li>the range of equipment used for the work</li> <li>the level of supervision under which the work was undertaken</li> <li>submitting work activities records for verification by authorised personnel</li> </ul> </li> </ul>	2		
<ul style="list-style-type: none"> <li>participating in regular periodic reviews to evaluate progress in competency development, including: <ul style="list-style-type: none"> <li>consultation with relevant parties/stakeholders overseeing the administration of the competency development plan</li> <li>review of participation in undertaking, documenting and reporting electrical work activities</li> <li>review of progress against agreed benchmarks</li> <li>develop and implement strategies in consultation with appropriate personnel to address any difficulties or deficiencies.</li> </ul> </li> </ul>			
<b>Knowledge Evidence</b>			
Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions and include knowledge of:			
<ul style="list-style-type: none"> <li>competency development plans, including:</li> </ul>			
<ul style="list-style-type: none"> <li>formal training agreements, including:</li> </ul>		4	
<ul style="list-style-type: none"> <li>state/territory regulations</li> </ul>		4	7, 14, 15
<ul style="list-style-type: none"> <li>employer, learner and training organisation roles and responsibilities</li> </ul>	2, 5	4	14, 15, 19, 21, 22

<ul style="list-style-type: none"> <li>• training plans or individual learning plans, including:</li> <li>• parties involved</li> <li>• scope of competencies specified</li> <li>• nominal training periods</li> </ul>		4	17, 18, 19, 32, 33, 34, 35
<ul style="list-style-type: none"> <li>• roles of electrotechnology industry bodies applicable to the context and conditions under which the competency development plan will be undertaken, including: <ul style="list-style-type: none"> <li>• unions</li> <li>• employer associations</li> <li>• work health and safety (WHS)/occupational health and safety (OHS) regulatory bodies</li> <li>• electrical regulatory bodies</li> </ul> </li> </ul>	5		21, 25, 26, 27, 28, 29
<ul style="list-style-type: none"> <li>• training organisation policies and procedures applicable to the context and conditions under which the competency development plan will be undertaken</li> </ul>		2	
<ul style="list-style-type: none"> <li>• electrotechnology workplace policies and procedures applicable to the context and conditions documenting and reporting evidence of work activities, including: <ul style="list-style-type: none"> <li>• health and safety</li> <li>• anti-discrimination</li> <li>• effective work outcomes</li> <li>• customer relations</li> <li>• conflict resolution</li> <li>• supervision and competency development</li> </ul> </li> </ul>	4		20
<ul style="list-style-type: none"> <li>• documenting and reporting evidence of work activities, including: <ul style="list-style-type: none"> <li>• methods of documenting evidence of workplace activities</li> <li>• aspects of work activities evidence, including: <ul style="list-style-type: none"> <li>• work task/area</li> <li>• degree of participation</li> <li>• range of equipment</li> <li>• levels of supervision</li> </ul> </li> <li>• learner responsibilities in relation to periodic reporting of work activities and consequences of failing to meet obligations</li> <li>• employer responsibilities in relation to verifying work activities evidence</li> <li>• training organisation responsibilities in relation to monitoring work activities evidence <ul style="list-style-type: none"> <li>• procedures for periodic review of work activities evidence</li> <li>• procedures for addressing difficulties or deficiencies in various aspects of work activities evidence.</li> </ul> </li> </ul> </li> </ul>	2	1, 2	45, 64, 65, 66, 67, 68