

**Draft 0.1**

This is a draft update to CPPSIS5039 Plan and implement spatial projects:  
<https://training.gov.au/Training/Details/CPPSIS5039>

Changed PCs to active voice.

Changed 'person' to 'candidate' in PE.

**Range of Conditions**

Appropriate persons must include at least two of the following:

- client
- end user
- manager
- qualified surveyor
- spatial data provider
- supplier.

Metadata must include at least four of the following:

- availability
- conditions of use
- coordinate system
- currency
- custodian
- data accuracy
- data description
- date of acquisition
- licence
- quality
- source
- spatial data acquisition methodologies
- version control.

## Unit of Competency

### CPPSUR5039 Plan and implement spatial projects

#### Modification history

Release	Comments
1	Replaces superseded equivalent CPPSIS5039A Produce spatial project deliverables. This version first released with CPP Property Services Training Package Version 3.
	Supersedes and is equivalent to CPPSIS5039 Plan and implement spatial projects

#### Application

This unit specifies the skills and knowledge required to plan, implement and complete spatial projects to produce client-specified deliverables. The unit covers project planning processes to allocate and organise equipment, materials and resources; adhere to financial, administrative and legal requirements; and manage project risks and contingencies. The unit also covers designing, producing and validating spatial project deliverables and products. It requires the ability to interpret technical information relating to spatial products, and to communicate verbally and in writing with a range of project stakeholders.

The unit supports those who work in a lead role in a surveying or spatial information services team in areas such as surveying, cartography, town planning, mapping and geographic information systems (GIS).

No licensing, legislative, regulatory, or certification requirements apply to this unit of competency at the time of publication.

#### Prerequisite Unit

None

#### Unit Sector

Surveying and spatial information services

#### Elements and Performance Criteria

1. Develop spatial project plan.	<ul style="list-style-type: none"><li>1.1. Identify and analyse spatial project specifications and client requirements and confirm and clarify with appropriate persons.</li><li>1.2. Determine and organise resources, equipment and materials according to project specifications and organisational requirements.</li><li>1.3. Inform appropriate persons of their involvement in project, parameters of their responsibilities, and project communication processes.</li><li>1.4. Schedule key activities and timelines with full consideration given to project specifications, available resources and organisational requirements.</li><li>1.5. Incorporate risk management and contingency strategies into documented project plan to meet administrative, legal and organisational requirements.</li></ul>
2. Implement spatial project plan.	<ul style="list-style-type: none"><li>2.1. Implement project management mechanisms to monitor, record and report project progress in relation to project plan.</li></ul>

	<p>2.2. Undertake computations and analysis for spatial product development according to project specifications.</p> <p>2.3. Design and produce project deliverables according to project specifications and project plan.</p> <p>2.4. Create metadata according to project specifications and organisational requirements.</p> <p>2.5. Validate project deliverables against project specifications and identify, report and resolve irregularities.</p>
3. Monitor and complete spatial project.	<p>3.1. Monitor project against specifications and plan and manage contingencies to ensure quality is maintained.</p> <p>3.2. Monitor actual expenditure to control costs according to organisational requirements.</p> <p>3.3. Complete and check project to ensure compliance with specifications, plan and organisational requirements.</p> <p>3.4. Complete project documentation and report outcomes to appropriate persons.</p>

### Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance in this unit, but not explicit in the performance criteria.

- learning skills to identify areas for improvement to meet budget constraints.
- numeracy skills to use mathematical language and representation to prepare and communicate budgetary and financial information.
- oral communication skills to ask questions to seek information and confirm understanding.
- reading skills to interpret detailed technical descriptions of surveying data and interpret graphical information within image data.
- writing skills to develop plans, reports and recommendations using technical language.
- technology skills to use a computer and software to manage, manipulate, archive and retrieve spatial data.

### Unit Mapping Information

Supersedes and is equivalent to CPPSIS5039 Plan and implement spatial projects

### Links

Companion Volume Implementation Guide:

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

## Assessment Requirements for CPPSUR5039 Plan and implement spatial projects

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### Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by:

- planning and implementing two different projects to produce spatial products that meet specific client requirements.

While planning and implementing the above spatial projects, the candidate must:

- design and produce spatial project deliverables that meet specifications and client requirements
- accurately record metadata
- apply contingency measures and risk management strategies to ensure quality of project deliverables
- comply with legal, administrative and organisational requirements for:
  - allocating and using resources, materials and equipment
  - communicating with clients and stakeholders
  - copyright of spatial data
  - designating tasks within the work team
  - meeting financial management obligations
  - recording and reporting information, and completing documentation
- coordinate technical and human resources to undertake scheduled work activities
- exercise accuracy and precision when performing computations and spatial data analysis and manipulation
- use a computer and software to develop plans, reports and recommendations relating to the project
- use project management techniques to plan, schedule, measure, monitor and report project activities and outcome

### Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- legal requirements for accessing, using and storing spatial data, including data privacy and information copyright
- methods for assessing and validating integrity of existing spatial datasets and dataset sources
- organisational policies and procedures relating to:
  - budget and resource constraints
  - client service and stakeholder communication
  - completing records, reports and documentation
  - quality and industry standards relating to spatial products

- techniques for managing risk to comply with administrative and legal requirements of spatial projects
- project management tools, techniques and methodologies
- project management techniques, including resource planning and costing
- spatial data formats, structures and presentation methods
- key features of spatial reference systems.

### Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

The following must be present and available to learners during assessment activities:

- equipment:
  - computer, software and ancillary hardware to produce reports
- specifications:
  - project and client specifications for spatial product
  - organisational policies and procedures relating to:
    - work health and safety
    - data privacy and information copyright
- relationships with team members and supervisor:
  - working in a team.

Timeframe:

- as specified by client and project requirements.

### Links

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