

## Unit of Competency

### CPPDSM5022 Develop and implement asset management plans

#### Modification history

| Release | Comments  |
|---------|---|
| 1       | Supersedes and is equivalent to CPPDSM5022A Implement asset management plan.<br>Minor change to unit title to clarify outcome.<br>Unit updated to meet the Standards for Training Packages 2012.<br>This version first released with CPP Property Services Training Package Release 15.0. |

#### Application

This unit of competency specifies the skills and knowledge required to develop a plan for the management of assets. It includes interpreting asset performance needs, developing effective strategies to manage the operational, resource and maintenance needs of assets and reviewing and evaluating the implementation of those strategies.

This unit is for individuals who are self-directed and have substantial depth of knowledge and skills to make independent judgements in the provision of property services.

Legislative, regulatory or certification requirements apply to work in property services in some states and territories. For further information, check with the relevant regulatory authority.

#### Prerequisite Unit

None.

#### Elements and Performance Criteria

|   |  |
|---|--|
| 1. Interpret asset performance needs.               | 1.1 Establish asset performance needs using relevant industry benchmarks and criteria in consultation with relevant persons.<br>1.2 Conduct risk assessment of asset management outcomes according to regulatory and workplace requirements.<br>1.3 Analyse and determine expected asset performance in varying conditions according to workplace requirements.<br>1.4 Establish user, contractual and regulatory requirements for asset performance.<br>1.5 Identify relevant specifications, conditions and manufacturer requirements for asset maintenance and operation.   |
| 2. Prepare plan and establish support arrangements. | 2.1 Prepare detailed asset management plan based on established asset performance needs according to workplace requirements.<br>2.2 Incorporate operational and maintenance schedule, activities and timelines into asset management plan.<br>2.3 Present asset management plan to client for review and seek feedback according to workplace requirements.<br>2.4 Discuss quality assurance goals and strategies for plan implementation with relevant persons.<br>2.5 Establish and document arrangements for monitoring and reporting implementation outcomes according to client and workplace requirements.<br>2.6 Identify and arrange financial, physical and human resources |

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|--|---|
|  | <p>required for plan implementation.</p> <p>2.7 Identify and document roles and responsibilities for establishing and maintaining asset register according to client, workplace and regulatory requirements.</p>  |
| 3. Review and evaluate asset management plan processes and outcomes. | <p>3.1 Review and evaluate maintenance strategies in consultation with relevant persons according to workplace requirements.</p> <p>3.2 Systematically review and evaluate asset management planning processes and outcomes and document the results according to workplace requirements.</p> <p>3.3 Present evaluation findings to relevant persons within agreed timeframes and use feedback to improve asset management planning according to workplace requirements.</p> <p>3.4 Securely maintain asset management plan and related documentation according to regulatory and workplace requirements.</p> |

### Foundation skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

### Unit Mapping Information

Supersedes and is equivalent to CPPDSM5022A Implement asset management plan.

### Links

The Companion Volume Implementation Guide for the CPP Property Services Training Package is available at: <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

## Assessment Requirements for CPPDSM5022 Develop and implement asset management plans

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### Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by developing and implementing two written asset management plans.

### Knowledge Evidence

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

- asset performance assessment criteria:
  - age
  - condition
  - cost
  - depreciation
  - down time
  - functionality
  - life span
  - maintenance requirements and cost
  - replacement
  - security
  - service levels
- building practices in relevant property types
- building services and operation methods and practices
- compliance requirements of legislation, regulations, codes and standards relevant to developing and implementing asset management plans:
  - anti-discrimination
  - building control legislation
  - consumer protection
  - environmental protection
  - financial probity
  - franchise and business structures
  - National Construction Code (NCC) and relevant Australian Standards
  - privacy
  - work health and safety (WHS)
- industry benchmarks for determining asset performance needs:
  - discounted cash flow
  - employment rates
  - industry association performance index
  - inflation rate

- o internal rate of return
  - o life cycle costing
  - o published vacancy factors
  - o tenancy mix
- monitoring and evaluation methods and systems related to asset management planning
- purpose and content of an asset register
- purpose and content of operational and maintenance schedules
- relevant industry codes of practice and ethics
- risk assessment and risk management strategies associated with asset management
- types of assets:
  - o buildings
  - o business and marketing contracts
  - o equipment
  - o furniture
  - o goodwill
  - o land
  - o property
  - o vehicles
- types of risks associated with asset management
- workplace requirements for developing and implementing asset management plans:
  - o client service
  - o documentation and reporting
  - o work role boundaries – responsibilities, limitations and professional abilities.

### Assessment Conditions

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

Assessment must be conducted in the workplace or a simulated workplace using realistic conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to documentation, information and technologies required to achieve the performance criteria and performance evidence.

### Links

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