



Schedule 2 - Building Work Contractors Regulations Performance Criteria

**Business and
Occupational Services**

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IMPORTANT INFORMATION

This information assists applicants for a Building Work Contractor Licence and Supervisors Registration.

During the development of the new Act, all major industry groups made strong representations for the inclusion of business educational criteria as a requirement to obtain a building work contractor's licence, as well as appropriate technical criteria to obtain a building work supervisor's registration. The industry wanted a modern competency - based approach that allows the flexibility for applicant's skills to be assessed in various ways (i.e. through qualifications, recognition of prior experience, skills assessment and so on).

Working Groups consisting of the building industry and Government organisations developed the performance criteria detailed in the attached *Schedule 2 Part B* of the Regulations under the *Building Work Contractors Act 1995*. The single set of performance criteria for both a contractors licence and a supervisors registration, provides a broad framework for the Commissioner for Consumer Affairs ("the Commissioner") to work within, in setting the more detailed competency requirements for each particular type of building work. Specific requirements for particular types of work will be established on an on - going basis with Industry and Education sector representatives.

This approach is considered to significantly improve the previous approach to assessment of builders licences and supervisors registrations, as it provides clear and useful information for applicants on the broad range of knowledge and experience that is required for a licence and or registration. *Schedule 2* also provides a fair and consistent basis for the assessment of skills.

As an applicant for either a building work contractors licence or supervisors registration, you are required to provide evidence to the Commissioner that you are competent in the broad areas outlined in *Schedule 2* for the kinds of work to be authorised under your licence. For example, if you are applying for a contractors licence there are now specific requirements that an applicant must have sufficient business knowledge or experience. You, or if you intend to work in partnership, your partner may have undertaken a business course or perhaps you (or your partner) have had previous experience in running your own business (please refer to Business Criteria for Building Work Contractor's). Alternatively, if you are applying for a supervisors registration you can list any trade courses / traineeships etc you have undertaken or perhaps you have had on site experience which means you would be able to list your employment history.

Schedule 2 - Performance Criteria and Kinds of Work

Part B - Building Work Supervisors Registration Performance Criteria

Regulation 12(2) provides that for the purposes of section 16 of the Act, to be entitled to be granted registration as a building work supervisor, a natural person must have qualifications or experience, or qualifications and experience, such that the person meets the performance criteria set out in the table below to the satisfaction of the Commissioner in relation to the kind of work that the registration would authorise the person to supervise.

Unit	
1. Building Work Management	
Applying the principles of building work management in relation to the supervision of a building site.	
Element	Performance Criteria
1.1 Planning and organising on-site building work.	1.1.1 Translate building designs and specifications into operational requirements. 1.1.2 Develop strategies for implementing building operations. 1.1.3 Determine appropriate resources required including personnel, materials and equipment.
1.2 Determining the need for coordination and installation of temporary structures and facilities for building work.	1.2.1 Determine the requirements for temporary structures and facilities. 1.2.2 Demonstrate a working knowledge of the most appropriate methods for provision of site facilities and preparation of detailed site layouts. 1.2.3 Coordinate the on-site approvals of temporary structures. 1.2.4 Arrange for and supervise the supply, erection, maintenance and removal of temporary structures and facilities.
1.3 Preparing project schedules	1.3.1 Prepare schedules for building work. 1.3.2 Update schedules. 1.3.3 Prepare reports on current status. 1.3.4 Assess the need for and select measures to overcome delays.
1.4 Managing on-site building work.	1.4.1 Supervise on-site operations. 1.4.2 Administer subcontracts. 1.4.3 Administer progress claims. 1.4.4 Organise the supply and installation of materials and equipment. 1.4.5 Manage appropriate operational systems including occupational health and safety, accident and injury reporting, and industrial relations. 1.4.6 Plan, develop and oversee safe working systems for all site work. 1.4.7 Communicate effectively with personnel on and off the site.

Unit	
2. Building Technology Applying the principles of building technology to on-site building work.	
Element	Performance Criteria
2.1 Applying the principles of building work practice.	<p>2.1.1 Select and apply building principles and methods including-</p> <ul style="list-style-type: none"> - appraisal of site conditions; - erection and construction techniques; - sequencing of trades; - control of plant and equipment. <p>2.1.2 Demonstrate a working knowledge of-</p> <ul style="list-style-type: none"> - the use of basic measuring techniques; - the setting up and use on instruments to determine heights and levels; - demolition methods; - formwork design. <p>2.1.3 Interpret plans and specifications.</p> <p>2.1.4 Produce simple working drawings suitable for on-site application.</p> <p>2.1.5 Identify and select suitable materials.</p> <p>2.1.6 Control the movement of materials on-site and their safe handling and storage.</p> <p>2.1.7 Apply a basic understanding of-</p> <ul style="list-style-type: none"> - properties and behaviours of structural materials; - sectional properties of structural elements; - structural load calculations; - performance of beams, columns and bracing; - utilisation of roof truss systems. <p>2.1.8 Apply the basic principles of estimating and demonstrate a working knowledge of take-off quantities for-</p> <ul style="list-style-type: none"> - site works; - structure; - fit-out and finish. <p>2.1.9 Demonstrate a general knowledge of the process of the coordination of specialist services on-site.</p>

Unit	
3. Legislative requirements Applying a detailed knowledge of legislative requirements in respect of on-site building work.	
Element	Performance Criteria
3.1 Applying the requirements of legislation, standards and codes relevant to on-site building work.	3.1.1 Identify the range of legislation applying to building work. 3.1.2 Apply the requirements of legislation and relevant standards and codes to the coordination and supervision of on-site building work. 3.1.3 Understand the requirements of relevant legislation, standards and codes to the performance of residential, commercial and industrial building work.

Part C - Kinds Of Work

Regulations 8(3) and 12(3) provide that the kinds of work in relation to which qualifications or experience, or qualifications and experience, are to be determined by the Commissioner are to be as set out below.

Any Building Work

Any commercial, industrial, residential and other building work.

Light Commercial/Industrial and Residential Building Work

Divided into the following kinds of building work:

- Building work limited to-
 - a) houses not exceeding 3 storeys; and
 - b) other buildings not exceeding 2 storeys.
- Building work limited to-
 - a) houses not exceeding 3 storeys; and
 - b) other buildings of a single storey.
- Building work limited to additions and alterations to buildings of any kind.

Residential Building Work

Divided into the following kinds of building work:

- Building work limited to houses not exceeding 3 storeys.
- Building work limited to houses of a single storey.
- Building work limited to additions and alterations to houses.

Other Specified Building Work

Divided into the following kinds of building work -

- Other specified building work.
- Other specified building work to be performed only-
 - a) on a subcontract basis for a licensed building work contractor; or
 - b) as a principal contractor working on a building project in association with other **building work contractors** where the building work comprised in the project is organised or supervised or both by a project manager who is a licensed building work contractor or a registered building work supervisor authorised to organise or supervise work of all of the kinds comprised in the project.