



Australian Government

**Assessment Requirements for
CPCCCM1014 Conduct workplace
communication**

Release: 1

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Modification History

Release 1.

Supersedes and equivalent to CPCCCM1014A Conduct workplace communication.

The unit of competency was updated to the Standards for Training Packages 2012.

This version first released with CPC Construction, Plumbing and Services Training Package Version 4.0.

Performance Evidence

To demonstrate competency in this unit, a person must demonstrate conducting workplace communication three times in the English language, including during a simple meeting on at least one occasion.

In doing this, the person must meet the performance criteria for this unit.

Knowledge Evidence

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

- construction industry requirements for undertaking all aspects of conducting workplace communication including interpreting work orders and reporting problems
- construction industry processes to:
 - gather, convey and receive information in the workplace
 - carry out routine face-to-face communication in the workplace
 - apply visual communication in the workplace
 - participate in simple meetings.

Assessment Conditions

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

Assessment of performance must be undertaken in the workplace or in a simulated workplace environment. Tasks are to be performed to the level of proficiency and within the time limits expected in a workplace.

This unit must be assessed in the English language.

Assessors are responsible for ensuring that the person demonstrating competency has access to:

- a work role in a construction industry team

- appropriate documents, materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- requirements of appropriate sections of legislation and regulations
- relevant workplace policies and procedures.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=7e15fa6a-68b8-4097-b099-030a5569b1ad>