

ASSESSMENT GUIDELINES

Unit 22199

Set out landscape site and site features from drawings

Level 4, Credit 10, Version 1

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Unit standard 22199

Level 4, Credit 10, Version 1

Level of performance required for this unit standard

This is a level 4 unit standard. At this level trainees are expected to demonstrate the following abilities when completing assessment tasks:

- To work under broad guidance, independently; with complete responsibility for the standards of the outcome achieved.
- To apply technical skills, knowledge, and innovation to complete the task to the specified standard, in a variety of familiar and unfamiliar contexts.
- To analyse and interpret information, and make an informed judgment.

Workplace assessment:

For guidelines on Workplace Assessment, please refer to the NZHITO Workplace Assessors Manual, and for further information, please contact: NZHITO, P O Box 8638, Christchurch. Ph 03 9644 735, fax 03 9644 737, website www.hortito.org.nz

Special notes:

1. *Workplace procedures* refer to verbal or written instructions to staff on procedures for the worksite and equipment.
2. Legislation relevant to this unit standard includes but is not limited to the Health and Safety in Employment Act 1992.

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ELEMENT	Competent	Range of evidence an assessor should consider
<p>Element 1 Confirm site details and establish required protection.</p>	Yes/No	<ul style="list-style-type: none"> ▪ Locate and check site boundaries against details shown on drawings. ▪ Locate existing services and protect them from damage in accordance with workplace procedures. Range: gas, electricity, telephone, water, sewerage, drainage, data cables. ▪ Locate features to be retained and protect them from damage in accordance with workplace procedures and local authority regulations for protection.
<p>Element 2 Establish liaison with parties affected by work to be done. Range: client's neighbours, local authorities, power, gas and telephone companies where applicable.</p>	Yes/No	<ul style="list-style-type: none"> ▪ Advise affected parties of work which may inconvenience them. Range: work on boundaries; disruption of services; work generating noise, dust or other nuisance. ▪ Agree with relevant parties the work process and activity areas. Range: Process – timing of work, maintenance of access, disruption of routines and services, transport of materials and waste to and from the site. Range: Areas – storage areas, work areas.
<p>Element 3 Arrange site services required for completion of work.</p>	Yes/No	<ul style="list-style-type: none"> ▪ Obtain approvals for temporary connections to existing services where required. ▪ Arrange temporary connections in accordance with workplace procedures. ▪ Arrange access to site for materials and equipment which will avoid damage to site elements, in accordance with workplace procedures. Range: site elements may include but are not limited to – kerbs, footpaths and driveways; buildings; site features such as trees, services.
<p>Element 4 Remove unwanted material from the site</p>	Yes/No	<ul style="list-style-type: none"> ▪ Use hand tools to clear unwanted vegetation, structures, and materials in accordance with workplace procedures. Range: may include but is not limited to – axe, wrecking bar, saw, wheelbarrow, shovel, hammers, grubber. ▪ Use light equipment to clear unwanted vegetation, structures, and materials, in accordance with workplace procedures, Range: two of – chainsaw, light tractor with loader, light excavator, concrete breaker. ▪ Remove cleared debris from site using safe loading and transport methods, and dispose of debris in a manner approved by the Local Authority. ▪ If required apply agrichemicals to control weeds in accordance with workplace procedures. ▪ Leave the site in a condition which allows further work to be undertaken unimpeded in accordance with workplace procedures.

<p>Element 5 Set out site features.</p>	<p>Yes/No</p>	<ul style="list-style-type: none"> ▪ Confirm site boundaries by locating survey pegs. ▪ Set out site features by using boundary lines and existing site features as reference points. ▪ Establish the location of site features using a range of measuring equipment and techniques. Range: may include but is not limited to – measuring tape, measuring techniques on flat and steep sites, 3:4:5 triangle and automatic level to establish right angles, pegging to mark feature dimensions, checking measurements.
<p>Element 6 Establish profiles and make final set out of site features.</p>	<p>Yes/No</p>	<ul style="list-style-type: none"> ▪ Establish profile pegs to allow room to work between profile and feature, ensure they are located to accommodate set out for significant elements of the feature. Range: corners, ends, intermediate reference points. ▪ Establish reference datum for site levelling work in accordance with workplace procedures. Range: reference point specified in drawings, set point on existing site feature. ▪ Locate automatic level and take levels. Ensure the reliability of readings by checking procedures. ▪ Repeat the set up procedure at change points when instrument must be moved to in order to establish levels on a steep site. ▪ Use a water-filled hose to establish levels in accordance with workplace procedures. ▪ Calculate the heights of features relative to level datum and transfer them to profile pegs with an accuracy of + or – 10mm in 10m, and are clearly marked. ▪ Fix profile boards securely to profile pegs with top edge at marked height in accordance with workplace procedures. ▪ Set out final dimensions of site feature clearly on profile boards. ▪ Check the set out to ensure the accuracy is within + or – 10mm in 10m for dimensions and squaring diagonals. ▪ Use centre and springing points to establish set outs for round or elliptical shapes. ▪ Ensure set out for curved work avoids flat or unequally curved sections.
<p>Element 7 Establish peg lines for contouring and features not requiring profiles</p>	<p>Yes/No</p>	<ul style="list-style-type: none"> ▪ Locate key point pegs by measuring from reference points using dimensions shown on drawings. Range: reference points at – ends of features, ends of straight runs, centre or springing points of curved runs ▪ Ensure that the pegs located between key point pegs are to the line required to establish feature as shown on drawings. ▪ Establish the finished heights on pegs for reference during contouring or construction of feature are accurate to + or – 5mm in 5m. ▪ Ensure that the tools and equipment used in measuring and levelling activities are kept in efficient working condition in accordance with workplace procedures. Range : clean; adjusted and serviced to manufacturer's requirements; protected from damage during storage, transport, and use.

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is **Competent / Not yet competent** in Unit Standard 22199, version 1

Signed (Assessor): _____

WPA Registration Number: _____ Date: _____

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Please send this page to your NZHITO Regional Manager, who will forward it to National Office to register the credits on your NZQA Record of Learning.

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