

Modification history

Release	Comments
Release 1	This version released with AHC Agriculture, Horticulture, Conservation and Land Management Training Package Version 4.0.

AHCBUS402XX	Cost a project
Application	<p>This unit of competency describes the skills and knowledge required to cost a project, <u>including establishing and documenting costs for materials, resources, services, consultants and contractors.</u> -</p> <p><u>This unit applies to supervisors and managers who establish and oversee projects to the best financial advantage of the enterprise. In this role, individuals take responsibility for their own work and provide and communicate solutions to a range of predictable and sometimes unpredictable problems.</u></p> <p>All work must be carried out to comply with organisational requirements, work health and safety legislation and codes, sustainability practices and in consultation with the management team.</p> <p>This unit applies to individuals who take responsibility for their own work and provide and communicate solutions to a range of predictable and sometimes unpredictable problems.</p> <p>No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.</p>
Prerequisite Unit	Nil
Unit Sector	Business (BUS)

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Determine resources required for the project	1.1 Identify and interpret project objectives, required work activities and available finance in line with enterprise guidelines and legislative requirements where required 1.2 Identify resources required for project works 1.3 Identify factors affecting resource costs using available information 1.4 Select and use appropriate tools, equipment and technology for the calculation and documentation of project costs
2. Calculate individual itemised costs of the project	2.1 Calculate unit and total cost for each resource item 2.2 Evaluate total itemised resource costs against the financial schedule for the project <u>and assess value for money</u> 2.3 Make adjustments where required to reconcile resource costs with project schedules 2.4 Identify and determine costs for peripheral works arising from the project
3. Prepare a summary of the cost of the project	3.1 Collate and schedule resource costs 3.2 Calculate and record total project costs 3.3 S <u>Document summary of costs and</u> submit financial summary for approval

AHCBUS402XX Cost a project

Foundation Skills

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

Skill	Description
Learning	<ul style="list-style-type: none"> Plan and organise quotes from various sources
	▲
	▲

Range Of Conditions

This section specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

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Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCBUS402XX Cost a project	AHCBUS402A Cost a project	Performance criteria clarified. Foundation skills added. Assessment requirements updated.	Equivalent unit

Links	Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72
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TITLE	Assessment requirements for AHCBUS402XX Cost a project
Performance Evidence	
<p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that the individual has costed at least one project for a business, including: The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.</p> <p>The candidate must provide evidence that they can:</p> <ul style="list-style-type: none"> • identify identified resources for a project • investigate options for material supplies, services, contractors and consultants • researched prices for required resources • calculated costs for the project • documented a summary of project costs. 	
Knowledge Evidence	
<p>An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:</p> <p>The candidate must demonstrate knowledge of:</p> <ul style="list-style-type: none"> • relevant State state/territory and commonwealth and Federal legislation, awards, enterprise agreements and management policies relating to the project • project costing technology and software • current pricing structures and options for material supplies, services, contractors and consultants relevant to work role. 	
Assessment Conditions	
<p>Assessment of skills must take place under the following conditions:</p> <ul style="list-style-type: none"> • physical conditions: <ul style="list-style-type: none"> • skills must be demonstrated in an environment that accurately represents workplace conditions • resources, equipment and materials: <ul style="list-style-type: none"> • computer based technology to research goods and services • communications technology to request quotes for services. <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p> <p>Competency is to be assessed in the workplace or simulated environment that accurately reflects performance in a real workplace setting.</p> <p>Assessors must satisfy current standards for RTOs.</p>	
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