

Title	Interpret contract documents for planning an infrastructure works project		
Level	5	Credits	10

Purpose	People credited with this unit standard are able to interpret components of contract documents for an infrastructure works project, and identify from contract documents the information required to plan an infrastructure works project.
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Classification	Infrastructure Works > Infrastructure Works Management
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Available grade	Achieved
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Entry information	
Recommended skills and knowledge	Unit 26798, <i>Demonstrate knowledge of infrastructure works contracts</i> ; or demonstrate equivalent knowledge and skills.

Explanatory notes

- 1 Assessment against this unit standard must take place in a workplace environment. Assessment parameters will depend on the contract documents for the project.
- 2 Legislation, regulations, and standards relevant to this unit standard include: Construction Contracts Act 2002; Construction Contracts Regulations 2003; and the current versions of:
 - NZS 3910 *Conditions of contract for building and civil engineering construction*;
 - NZS 3915 *Conditions of contract for building and civil engineering construction (where no person is appointed to act as engineer to the contract)*,
 - NZS 3916 *Conditions of contract for building and civil engineering – design and construct*, and
 - NZS 3917 *Conditions of contract for building and civil engineering – Fixed Term*
 All available from <http://www.standards.co.nz>.
- 3 In this unit standard, terms used for components of contract documents are those commonly used, but these terms may differ from contract to contract.
- 4 Definitions

Company requirements include the policy, procedures, and methodologies of the company. They include legislative and regulatory requirements applicable to the company or to a specific site. Requirements are documented in the company's health and safety plans, environmental plans, traffic management plans, contract work programmes, quality assurance programmes, policies, and procedural documents.

Contract documents include general conditions, special conditions, plans, diagrams, technical specifications, schedule of quantities and contract agreement.

Outcomes and evidence requirements

Outcome 1

Interpret components of contract documents for an infrastructure works project.

Evidence requirements

- 1.1 General conditions of contract are interpreted in relation to an infrastructure works project.
- Range contract types, possession of site, materials, plant labour, contract variations, insurance, payment methods, dispute proceedings; may include but is not limited to – engineer's role, subcontractors, performance bonds, setting out, suspension of work, emergency work, day work, time extensions, maintenance responsibilities, frustration and default, service of notices, cost fluctuation.
- 1.2 Special conditions included in a contract are interpreted for an infrastructure works project.
- 1.3 Other conditions of contract are interpreted for an infrastructure works project.
- Range may include but is not limited to – location of works, extent of work, description of works, consents, fees, regulations, standards, codes of practice, permits, site meetings, materials supply, material storage sites, access; evidence is required of at least nine.
- 1.4 Technical specifications are interpreted for an infrastructure works project.
- Range may include but is not limited to – plans, drawings, detailed description of construction requirements, dimensions, levels, methods, work content, work programmes, work quality, materials quality, testing requirements, special local requirements, traffic control, drainage details, slopes, site stabilisation; evidence is required of at least seven.
- 1.5 Where present, information contained in the schedule of quantities is identified and interpreted for an infrastructure works project.
- Range work components, quantities, monetary rates, monetary amounts, total tender price.

Outcome 2

Identify from contract documents the information required to plan an infrastructure works project.

Evidence requirements

2.1 The objectives of the project are identified and recorded in accordance with company requirements.

Range project type, scope, time constraints, quality, maintenance requirements;
may include – method, performance.

2.2 Work required for the project is identified and recorded in accordance with company requirements.

Range management, labour, plant and equipment, quantities, programming, planning, safety, environment and quality requirements, inspections, payment claims;
may include but is not limited to –materials supply, testing.

2.3 Contractual constraints are identified and recorded in accordance with company requirements.

Range constraints may include but are not limited to – contract period, completion date, work hours, holiday work, retentions, defects liability period, inclement weather, variations, extensions of time, partial completion dates, cost fluctuations, liquidated damages, nominated subcontractors, suppliers.

Planned review date	31 December 2019
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	30 July 1996	31 December 2014
Revision	2	9 March 1999	31 December 2014
Review	3	30 May 2000	31 December 2014
Review	4	25 September 2006	31 December 2014
Review	5	18 March 2011	31 December 2016
Review	6	19 February 2015	N/A

Consent and Moderation Requirements (CMR) reference	0101
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact the Infrastructure ITO qualifications@infrastructureito.org.nz if you wish to suggest changes to the content of this unit standard.