

Student Assessment Book
AHCPMG305 – Survey pests (Release 2)



Document Control

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Introduction

This unit of competency describes the skills and knowledge required to survey pest abundance for plants, vertebrate or invertebrate animals. This will be carried out using a range of observation techniques in conjunction with workplace pest management plan, survey strategy and a monitoring program according to established standards and protocols.

The unit applies to individuals who work under broad direction and take responsibility for their own work use discretion and judgement in the selection and use of available resources.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Learning Outcomes

1. Prepare to conduct survey
2. Conduct survey and record observations

Assessments Overview

This Assessment Booklet includes all your tasks for the assessment in this unit of competency and you must complete all assessment tasks.

Assessment Task	About this Task
Assessment Task 1: Written Questions	You must correctly answer all questions to show that you understand the knowledge required for this unit.
Assessment Task 2: Practical Project	You will demonstrate your performance in the skills listed in the Assessor Checklist by completing the tasks presented.

How to submit your Assessments

When you have completed each assessment task, submit all evidence listed to your Assessor either in hardcopy, electronically by email or uploading to the RTO's Assessment Portal or as otherwise instructed by your Assessor.

Make sure you keep a copy of all submitted work as your Assessor will not return these to you. It is your responsibility to keep this copy until you have completed the course.

Assessment Cover Sheet

Each Assessment Task has a cover sheet that you need to complete and sign the declaration. Submit this with your evidence for each Assessment Task. Ensure you answer all questions and complete all details prior to submitting this form.

Feedback from your Assessor

Your Assessor will provide feedback on the Record of Outcome for each Assessment Task. This form will be provided to you and you must return this form to the Assessor for storage. Sign and Date this form. Provide any comments that you wish your Assessor to know.

Resubmission of any Assessment Task

If you get something wrong and have to resubmit a part of your evidence or re-do a task again, the Assessor will discuss this with you and provide a deadline for you to resubmit the evidence by.

Deadlines for submission of evidence

Your Assessor will notify you of the last possible date of submission of evidence. There are no extensions provided unless there are extenuating circumstances. You would need to apply for an extension with your Assessor stating the grounds for the request. Do not assume an extension will be approved. It rarely is.

Purpose of the Assessments

All assessments have been created for you to be able to demonstrate your competency levels in each area. When you are graded Satisfactory in each Assessment Task, this leads to a competent result in the entire unit.

Assessment decisions

Your Assessor will mark each assessment task against the performance and knowledge criteria in the unit. Each aspect of the criteria being tested is listed in the section of the assessment ***"You will be required to have a good understanding of the following areas"***.

Assessment Cover Sheet

Student Name		USI	
Unit of Competency	AHCPMG305 - Survey pests (Release 2)		
Assessors Name			
Assessment Task 1	Written Assignment		
Submission Date			
Answer the following questions prior to commencing the Assessment Task		Yes	No
Are you ready to be assessed? I understand the assessment instructions and requirements and consent to being assessed. <i>(i.e. you have completed all training and feel confident to undertake the assessment. You know the purpose of the assessment and what resources I can use).</i>			
Do you understand your rights in the assessment process?			
Do you understand the appeal system if you are not happy with your outcomes?			
Do you have any special needs or support to be considered during assessment? <i>(If Yes, advise your Assessor of what support you will need).</i>			
Do you understand that you can apply for Recognition of Prior Learning (RPL) instead of completing the assessment? <i>(i.e. the reason would be that you already have attained this unit or have the knowledge and skills to be assessed immediately without training).</i>			
Do you know what evidence you must submit for this assessment?			
Do you understand the assessment process as explained by your Assessor?			
Student's declaration			
<ul style="list-style-type: none"> • I declare that the evidence I have supplied is my own work. • None of this work has been completed by any other person. • I have not cheated or plagiarised the work or colluded with any other student/s. • I have correctly referenced all resources, reference texts throughout this assessment task. • I understand that if am in breach of this policy that disciplinary action may be taken against me. 			
Student's Signature		Date	

Assessment Task 1: Record of Outcome

Assessment Task #	Name of Assessment Task	Satisfactory	Not Yet Satisfactory
Assessment Task 1	Written Assignment	<input type="checkbox"/>	<input type="checkbox"/>
Assessor Statement	I certify that the student being assessed has the skills, knowledge and abilities as described in the unit of competency and associated assessment requirements. The quality, quantity, currency, and relevance of the assessment evidence enabled me to make a judgement of competency for this student. I have uploaded this student's evidence for the RTO to certify and forwarded results to the Administration for entry into RTO Student Management System on the Record of Outcome Form at the end of the Student Assessment Book.		
Feedback to Student			
I acknowledge the feedback provided by my Assessor. Provide any comments below that you wish your Assessor to know.			
Student's signature		Date	
Assessor's name Please print			
Assessor's Signature		Date	

Assessment Task 1: Written Assessment

Overview of Task

You are to answer all the questions in this task.

What resources do I need to complete this task?

- Access to learning materials
- Access to a computer and the Internet
- Access to word processing software
- Access to Policies and Procedures
- Access to the Resources Folder for documents from the Internet and Templates

Instructions to Students:

- This is an open book test which means you can use your learning materials as a reference.
- You need to answer all questions
- You must answer the questions by writing in the space provided or by word processing your answers. It is recommended that all evidence is word processed wherever possible.
- Note: If you hand write your answers and the Assessor cannot read your handwriting the evidence will be returned to you to word process.
- Your Assessor will advise you if you can email your evidence or if you have to print it out and submit hard copies.
- Submit your evidence on time.
- Your evidence must be authentic (original, references, not plagiarised).

You will be required to have a good understanding of the following areas:

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:

- survey techniques and equipment appropriate to the geography and type of pest being surveyed
- health and safety considerations with survey techniques including aerial observation
- the basic requirements for ensuring the welfare of animals described in the relevant Codes of Practice
- relevant parts of the organisation's pest management plan and survey strategy
- permits and permissions required for survey work
- pest survey plans and their application
- pest behaviour and habitats including areas that have a high probability of infestation
- direct evidence requirements of range of pests included in pest management plan
- survey recording methods and procedures
- map reading techniques for survey work.

Questions to respond to.		Satis (S) Unsatis (U)
Q1	List three survey techniques that can be used to count the type of pests being surveyed.	
Q2	Describe three types of equipment in use to survey fast moving pests in a hilly geography area.	
Q3	When working by yourself surveying pests list at least 3 risk factors that may apply.	
Q4	When conducting an aerial survey list any risk factors that need to be identified before commencing.	
Q5	What are the basic requirements for the welfare of animals?	
Q6	When surveying what must a pest management plan address?	
Q7	What is the purpose of an organisations survey strategy?	
Q8	List three permits and permissions that may be required for a pest survey?	

Evidence Submitted to Assessor - Tick if submitted (✓)		Submitted
Attach this checklist to your Assessment Cover Sheet and evidence		
1	Answers to Questions 1-16 in this task	<input type="checkbox"/>
2	Assessment Cover Sheet and Evidence List	<input type="checkbox"/>

Assessment Cover Sheet

Student Name		USI	
Unit of Competency	AHCPMG305 - Survey pests (Release 2)		
Assessors Name			
Assessment Task 1	Practical Project 1		
Submission Date			
Answer the following questions prior to commencing the Assessment Task		Yes	No
<p>Are you ready to be assessed? I understand the assessment instructions and requirements and consent to being assessed.</p> <p><i>(i.e. you have completed all training and feel confident to undertake the assessment. You know the purpose of the assessment and what resources I can use).</i></p>			
Do you understand your rights in the assessment process?			
Do you understand the appeal system if you are not happy with your outcomes?			
<p>Do you have any special needs or support to be considered during assessment?</p> <p><i>(If Yes, advise your Assessor of what support you will need).</i></p>			
<p>Do you understand that you can apply for Recognition of Prior Learning (RPL) instead of completing the assessment?</p> <p><i>(i.e. the reason would be that you already have attained this unit or have the knowledge and skills to be assessed immediately without training).</i></p>			
Do you know what evidence you must submit for this assessment?			
Do you understand the assessment process as explained by your Assessor?			
Student's declaration			
<ul style="list-style-type: none"> • I declare that the evidence I have supplied is my own work. • None of this work has been completed by any other person. • I have not cheated or plagiarised the work or colluded with any other student/s. • I have correctly referenced all resources, reference texts throughout this assessment task. • I understand that if am in breach of this policy that disciplinary action may be taken against me. 			
Student's Signature		Date	

Assessment Task 2: Record of Outcome

Assessment Task #	Name of Assessment Task	Satisfactory	Not Yet Satisfactory
Assessment Task 2	Practical Project	<input type="checkbox"/>	<input type="checkbox"/>
Assessor Statement	I certify that the student being assessed has the skills, knowledge and abilities as described in the unit of competency and associated assessment requirements. The quality, quantity, currency, and relevance of the assessment evidence enabled me to make a judgement of competency for this student. I have uploaded this student's evidence for the RTO to certify and forwarded results to the Administration for entry into RTO Student Management System on the Record of Outcome Form at the end of the Student Assessment Book.		
Feedback to Student			
I acknowledge the feedback provided by my Assessor. Provide any comments below that you wish your Assessor to know.			
Student's signature		Date	
Assessor's name Please print			
Assessor's Signature		Date	

Assessment Task 2: Practical Project 1

Overview of Task

You are to demonstrate your skills and abilities to survey pests.

What resources do I need to complete this task?

- Access to learning materials
- Access to a computer and the Internet
- Access to word processing software
- Access to Policies and Procedures
- Access to SOP's
- Access to SDS'
- Access to tools, equipment, machinery, consumables
- Access to Manufacturers manuals/guidelines
- Access to the Resources Folder for documents from the Internet and Templates

Instructions to Students:

- You must demonstrate your understanding of the issues and procedures related to this task
- You must demonstrate your practical skills to be able to survey pests in the field.
- Your work for this project will also be observed over the semester by your Assessor
- Your Assessor will advise you if you can email your evidence or if you have to print it out and submit hard copies.
- Submit your evidence on time.
- Your evidence must be authentic (original, references, not plagiarised).

You will be required to have a good understanding of the following areas:

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that on at least one occasion the individual has demonstrated that they have surveyed pests, including:

- organised and completed a pest survey according to the organisation's pest management plan and survey strategy
- recognised signs or evidence of common pests
- counted, calculated and recorded observations
- operated equipment safely and according to workplace and environmental procedures
- cleaned and stored the equipment at the conclusion of the job
- took appropriate safety and environmental precautions for all pest survey activities
- applied appropriate animal welfare practices.

Observation Checklist

Student's Name				
Name of Assessor				
Unit of Competency	AHCPMG305 - Survey pests (Release 2)			
Procedure	Observation in the workplace, or farm.			
Instructions for students				
Observation of learner in a workplace / farm dealing with, range of issues, including native and non-native species and identification of at least two pest species whilst performing the count.				
Instructions for the Assessor				
You are to record on this sheet whether the Candidate met the criteria below from the demonstration they completed. If they did tick Yes. If not, tick No and make a comment in the feedback section as to why it doesn't so, they can resubmit the required work.				
Criteria	Task #	Did the student meet the requirements below?	Yes/No	Comments
PE1, 2.2	1	Organised and completed a pest survey according to the organisation's pest management plan and survey strategy (a copy of each of these is included in the resources folder).		
PE2, 2.2	2	Recognised signs or evidence of common pests		
PE3, 2.2, 2.3	3	Counted, calculated and recorded observations		
PE4, 1.8	4	Operated equipment safely and according to workplace and environmental procedures		
PE5, 2.4	5	Cleaned and stored the equipment at the conclusion of the job		
PE6, 1.9	6	Take appropriate safety and environmental precautions for all pest survey activities		
PE7, 2.5	7	Apply appropriate animal welfare practices		
1.1	8	Access and interpret pest management plan, survey strategy and monitoring program documents according to workplace procedures		
1.2	9	Map location and boundaries for the count and obtain required permits		
1.3	10	Work with key stakeholders to develop trust and effective working relationships		

Evidence to submit

Did you submit the following evidence?		Tick is submitted
1	Observation Checklist	<input type="checkbox"/>
2	Cover sheet and Evidence List	<input type="checkbox"/>

Record of Assessment Outcomes

This section records all the evidence used to form the final assessment decision. Please document all types of evidence used in this assessment.

Student Name			
Unit of Competency	AHCPMG305 - Survey pests (Release 2)		
Assessment Requirements	Task Outcomes		
	Satisfactory (S)	Not Satisfactory (NS)	Resubmit
Assessment Task 1: Written Assignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment Task 2: Practical Project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Assessment Outcome			
<input type="checkbox"/> Competent	<input type="checkbox"/> Not Yet Competent	<input type="checkbox"/> Resubmit	
If a resubmission is required what additional evidence or corrections are required?			
Assessor Name:			
Assessors Signature:		Date	

Appendix 1 - Student Survey

At the end of each unit, we would like to collect feedback, so we can identify areas for improvement in our materials. Circle or highlight the response you wish to use. We would appreciate your assistance by providing your constructive feedback.

Please complete the survey and return it to Claydon Brothers Pty Ltd by email: sales@claydonbrothers.com.au.

Thank you for your time.

Qualification code and name					
Unit code and name	AHCPMG305 - Survey pests (Release 2)				
Date:					
Please read the statements below and circle the most appropriate response:	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1. The amount of time for the assessment was appropriate.	1	2	3	4	5
2. The training and assessment materials for this unit were suitable to my learning style and easy to use.	1	2	3	4	5
3. The content was interesting and engaging.	1	2	3	4	5
4. The topics were presented in a logical sequence.	1	2	3	4	5
5. The assessment tasks were clear; and it was easy for me to understand what was required of me.	1	2	3	4	5
6. What did you find most interesting or useful about this unit?					
7. What, if anything, did you find the least useful about the unit?					
8. Please make any constructive suggestions that would improve these materials for future students?					

Thank you for providing your valuable feedback.