SAFERITE
National Construction Training

NSW Owner Builder Course



Course Information

1010 ID Pty Ltd t/a
SAFERITE (RTO ID 45002)

NSW Owner Builder Course

From the 1st of July 2015, the NSW Office of Fair Training introduced new academic requirements for owner builders seeking to complete owner builder work valued at more than $20,000.

People seeking to be owner builders will need to complete the following five (5) units of competency from the CPC08 Construction, Plumbing and Services Industry Training Package. These units of competency are:

1. **CPCCWHS2001 Apply OHS requirements, policies and procedures in the construction industry**
2. **CPCCOM2001 Read and interpret plans and specifications**
3. **CPCCCM1011 Undertake basic estimation and costing**
4. **CPCCOM1013 Plan and organise work**
5. **CPCCOM1014 Conduct workplace communication**

This course is intended to achieve three distinct outcomes:

1. To equip a person wishing to undertake home renovations with the skills and knowledge required to achieve a quality outcome with regard to compliance, constructions standards and budget.
2. Demonstrate to the NSW Department of Fair Trading that individuals who undertake an Owner Builder role are capable of achieving a quality outcome
3. That the work undertaken is eligible for the mandated 7 years and 6 months structural warranty period

This course is only offered online, it is expected to require approximately 50-60 hours of effort (including 10-12 hours assessment time) from the participant, based upon ten hours of study per week, most participants will be able to complete this course within approximately three months. Many participants are expected to complete this course much faster as they are able to draw upon prior knowledge and experience.

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This course is designed for those persons with limited or no knowledge, skills or experience in building or construction and wish to learn about the processes involved in and managing the process of building or renovating their own home.

If participants believe they are able to draw upon prior knowledge and experience, participants may attempt the assessment directly.

Participants can attempt the online assessments multiple times at no extra cost.

The assessment time is approx. 10-12 hours including a nominal 1 hour online meeting.

This course is delivered online and as such requires a significant standard of English Language, Numeracy Skills and Computer proficiency.

To be successful in this course, you should be sufficiently capable in your English Language skills to:

- Read a good quality newspaper or magazine in English
- Complete calculations using addition, subtraction, multiplication and division, as typically experienced in High School.

You should be computer literate to a standard to be able to:

- search the internet,
- upload and download documents,
- send emails with attachments (word/excel type documents)

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All training and assessment is conducted in English, and we will enquire using our enrolment form as to your standard of written and verbal English.

We will assist you with your English standards, such as providing word definitions and meanings, additional explanation of assessment requirements, however should your needs for support or assistance exceed our skills, we will refer you to a suitable organisation to assist you further.

Applicants are required to be over the age of 18 years and must provide suitable identification such as authenticated photo ID, for example their drivers licence at time of enrolment.

The course registration is valid for 9 months, thus participants undertaking this course have up to nine months to complete the course. Formal enrolment occurs when final online meeting is booked.

As the course is online, participants in this course must have access to:
A modern computer equipped with:

- access to the internet
- Skype or similar agreed to video conferencing software
- a printer
- a video camera (such as one built into a “smart phone”)

Support person able to assist with videoing of assessment activities.

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Assessment will consist of completion of a theory assessment to test the required theoretical knowledge, and a series of documentary submissions demonstrating the participants application of knowledge and ability to apply their skills. (Such as photographs, simple word/excel docs)

Our course comprises of:

- A “Online Reading Package”, containing the course technical handbook. This contains the theory knowledge contained in the course.
- Details of the assessment, including the online assessment and details of the Face to face assessment via Skype / Teams / phone video or similar type of online video. Typically, the participant should allocate 1 hour to complete this stage.

The online course allows for a participant, once registered and enrolled, to access through their own computer via the internet, our online course materials so they can acquire the skills and knowledge required for the assessments for this unit of competency.

The participant will be supported by our highly qualified trainers who will offer support by email and telephone.

The support will allow the participant to be mentored and supported as they learn

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This qualification is nationally recognised and can only be delivered by a Registered Training Organisation (RTO) that complies with the governing standards of quality control and quality training and assessment.

Upon successful completion of the course assessments you will awarded a statement of attainment in:

CPCCWHS2001 Apply OHS requirements, policies and procedures in the construction industry
CPCCOM2001 Read and interpret plans and specifications
CPCCCM1011 Undertake basic estimation and costing
CPCCOM1013 Plan and organise work
CPCCOM1014 Conduct workplace communication

With this Statement of Attainment, and a "WhiteCard the participant is able to lodge an application for an "Owner Builder Permit" to your local Office of Fair Trading by:

- Completion and submission of an Owner Builder Permit Application
- Submission of the "Development Consent" from a certifying authority (Council or private certifier)
- The required application fee of approx. $290
- Any additional information that may be required by Service NSW

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Participants who exit the training program without completing all assessments will be issued with a statement of attainment for those units in which they have demonstrated competency.

Additional information on our RPL process is available from our training office. RPL applications cost $350.

Enrolment Process:

As the course is only offered online, applicants will initially express interest in our course, through one of:

- Online registration (expression of interest)
- Email to our administration office
- Telephone call to our administration office.

All applicants will be provided with the course flyer, the enrolment application form, which includes payment options, and the participant handbook, through either download or email.

Completed applications, including confirmation of acceptance of our conditions, completed payment methods, provision of Photo ID, and proof of age are returned to our office.

Successfully completed applications, that contain all required information and demonstrate that the applicant meet all of our requirements will be accepted and the applicant will be considered enrolled and thus be termed a participant in our course.

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Should a participant not be successful in an attempt at completing the course, they will be allowed additional opportunities without additional charge.

Our Participant manual details our complaints and appeal procedure, our discipline policy, and our access and equity policy, including the contact for any Access and Equity issues.

Fees and Charges: The course fees for the course are:

$189 for the course.

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All course fees are GST exempt and are due at the completion of the course. Thus, Participants are able to enrol in the course, complete the learning sections, sit the online and interview assessments, and only when found competent are required to pay for the course. As such there are no refunds.

All fees can be paid by credit card or EFT.

All Participants should note that lost statements of attainment can be replaced, the fee for this is $35 and will require the participant to advise of their name and other suitable personal details to allow us to confirm their identity.

We are flexible in the format and timing of learning and assessment activities to ensure that we provide every opportunity for participants to demonstrate their skills and abilities.

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Should you need support or assistance beyond our skills we will refer you to a suitable organisation to assist you further.

To Enrol

Please contact us at:

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