

Construction Induction Training (White Card)

Course Information Sheet

About the course

This course is delivered and assessed by **Master Builders Association of Victoria (RTO no 3935)**.

Under WorkSafe Victoria requirements, from 1 July 2008, no person may work on a construction site unless they meet this OHS training requirement or are a current Red/White Card bearer. The course includes the nationally accredited unit of competency **CPCCWHS1001 - Prepare to work safety in the construction industry** which can be used to apply for a White Card to the Victorian safety regulator Worksafe.



Learning outcomes

Students that complete this course will gain skills and knowledge on the following topics:

- Rights and responsibilities under OHS law
- Common hazards and risks in the construction industry
- Basic risk management principles
- Communicating and reporting OHS issues
- Incident response.

Who should study this course?

Construction Induction Training (CIT) is compulsory for any person employed or engaged to perform construction work in the building and construction industry.

Master Builders' entry requirements

There are no pre-requisites for this course however the following requirements are mandatory:

Construction Induction Training (White Card)

- This course is delivered and assessed in English. You must have basic English speaking and listening skills to complete the training successfully. If you need help with English reading and writing, we can assist you with the assessment tasks. Please contact the Training Department for further advice on 9411 4555.
- You must bring photographic proof of identity on the day of training, e.g. driver's license or passport.
- If you are under 18, you must have a permission form signed by a parent or guardian. Please contact the Training Department for further advice on 9411 4555.
- You must be turning 16 or over in the year of enrolment into the Short Course.
- You must ensure prior to enrolling in the course, that you have not previously completed any funded Construction Industry Skill Set (Refer to Appendix 1).
- You must supply their own PPE

Construction Induction Training following Coronavirus restrictions

Following hygiene and social distancing rules will be enforced by Master Builders to ensure a COVID safe environment for all staff and students-

- Facilities and equipment will be regularly cleaned and sanitised.
- Classroom will have more space between people and between desks/workstations. Students and staff to adhere to 1.5 metre physical distancing at all times.
- All students are required to wear a mask or face covering. Trainers may choose not to wear a mask while teaching, but are required to do so at all other times.
- All students and staff are requested to practice good hygiene as per [DHHS guidelines](#).
- Anyone who is unwell or is required to self-isolate is requested to stay at home and not attend the training.
- All students and staff are required to bring their food and water with them. Cups, glasses, crockery and cutlery will not be provided at the training facility.
- Contact less signing in system in place for the participants accessing the facility. Body temperature will be monitored by one of our staff at the time of signing-in.

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What you need to bring to class

Due to Coronavirus restrictions you are required to bring your own PPE for the PPE Demonstration Assessment task including-

- Hard hat
- High visibility retro-reflective vest
- Eye protection (for example, safety glasses)
- Hearing protection (for example, disposable yellow earplugs)

These PPE must meet the Australian Standard.

You must bring pen and notebook to class.

In addition, you must bring evidence of entitlement to study in Australia to your class (not necessary if you have already presented this to Master Builders).

Photo ID	Other ID	Enough?
A current Australian or New Zealand passport	Nothing else needed	✓
Current driver's licence OR Current Keypass or other 'proof of age' card with photo	And a Current green Medicare card OR Passport from another country OR Australian Birth Certificate (not Birth Extract) OR Formal documentation issued by the Australian Department of Immigration and Border Protection confirming permanent residence OR Naturalisation certificate	✓

Please note: You will not be able to attend the class until evidence of entitlement to study has been presented.

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Learning support

Master Builders provides additional support to students who require assistance in completing their course assessments and requirements. A range of support services are available to students who experience literacy, numeracy and digital literacy difficulties.

Master Builders encourages all individuals with disabilities to apply for training courses in accordance with the requirements of the Equal Opportunity Act (Vic) 2010 and related legislation. Master Builders further encourages individuals from all social, racial, cultural and educational backgrounds to apply.

Course structure and duration

The course is delivered **face to face for 6 hours over 1 day**.

Each participant who completes the Construction Induction Training (CIT/White Card) course will be issued with a Statement of Attainment by Master Builders Association of Victoria (RTO Provider No. 3935) for the following unit:

No.	Units		Delivery days
	Code	Title	
1.	CPCCWHS1001	Prepare to work safely in the construction industry	1

After successful completion of the course, Master Builders notifies WorkSafe Victoria which issues the standard Construction Induction Training Card (White Card).

Recognition of Prior Learning (RPL) or Credit Transfer

Recognition of Prior Learning (RPL) involves assessment of any relevant skills and knowledge you have previously gained through learning and work activities (including formal, informal and non-formal) to determine if it matches any unit learning outcomes in the course you are studying. You will need to provide evidence to support your application.

Credit transfer means that if you have already successfully completed a unit of competency, you will be given credit for that unit and you will not have to study it again. The unit code and title must be exactly the same as the one you are seeking credit for. If the unit has been recoded, Master Builder's staff will determine if it is an equivalent unit. You will need Statement/s of Attainment to support your application.

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Construction Induction Training (White Card)

If you decide to apply for RPL or credit transfer, we advise you to do it as soon as possible. The process takes some time and, if it is granted, you may not need to attend some classes.

Contact the Training Department on (03) 9411 4555 to discuss whether either of these pathways might be appropriate for you.

NOTE ON FEES: For information on RPL fees, contact the Training Department on (03) 9411 4555. RPL at Master Builders is not subsidised by Commonwealth and State government funding under the Skills First contract. There is no charge for Credit Transfer.

Assessment

Students are required to undertake an assessment at the end of the day.

On enrolment please advise if you require assistance with reading the questions, and you will then be placed in the next available course where assessment support is provided.

Unique Student Identifier

From 1 January 2015, all students who undertake Nationally Recognised Training must have a Unique Student Identifier (USI). Your USI means all your training records and results will be in one place.

See more at: <http://www.mbavtraining.com.au/content/unique-student-identifier-usi/>

To get a USI, go to: <http://www.usi.gov.au/create-your-USI/Pages/default.aspx>

Course fees

Please note the following fee categories:

Category	Fee	Materials fee
Skills First Subsidised (Member and Non-Member)	\$0 (\$25 per nominal hour of government subsidy)	Students must provide their own PPE. PPE can be purchased from retailers, or directly from Master Builders for \$**. Contact our shop for details.
Master Builders Member	\$185	As above
Master Builders Member + Incolink contributor *	\$105	As above
Non-Member + Incolink contributor*	\$180	As above

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Construction Induction Training (White Card)

Non-Member	\$245	As above
Other Administrative Fees (only applicable to qualifications on Master Builders scope of registration)		
Transfers & Rescheduling	\$50	

Note:

- The student tuition fees as published are subject to change given individual circumstances at enrolment.
- Eligible Incolink contributors are current Incolink financial members who pay into the Incolink Training Levy.

For a full **statement of fees** please contact 9411 4555 or email training@mbav.com.au.

Conditions to access Skills First funding for this Skill Set

You may only receive a Skills First entitlement in relation to one Construction Industry Skill Set.

If you have already completed a funded **Construction Industry Skill Set (Refer to Appendix 1)**, you will not be able to claim a subsidy for this course.

In order to be an Eligible Individual in respect to this training, an individual must be:

a) either:

- an Australian citizen;
- a holder of a permanent visa; or
- a New Zealand citizen;

b) not:

- a student enrolled in a school.
- not a prisoner held at a prison,
- a person who is detained under the Mental Health Act 2014 (Vic), or the Crimes (Mental Impairment and Unfitness to be Tried) Act 1997 (Vic) or the Sentencing Act 1991 (Vic) at the Thomas Embling Hospital; or
- a person who is detained (other than on weekend detention) under the Children, Youth and Families Act 2005 (Vic) or the Sentencing Act 1991 (Vic) or who is held on remand in one or more of the following youth justice facilities (Malmsbury Youth Justice Centre; Parkville Youth Residential Centre; or Melbourne Youth Justice Centre).

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Construction Induction Training (White Card)

If you are eligible to access the government subsidy for this Construction Industry Skill Set doing so will not otherwise impact your future Entitlement to Funded Training and for future training it will not be taken into account when assessing:

- a) any of the previous highest qualifications held by you ('upskilling');
- b) the course maximum for the purposes of the 'two in a year' limit and the 'two at a time' limit; and/or
- c) the course maximum for the purposes of the 'two 'Courses in...' in a lifetime'.

RPL cannot be claimed under this program.

Further study opportunities

Study Pathways at Master Builders Association of Victoria

Other relevant courses that students could undertake to further their career and/or industry knowledge following completion of this course include:

- CPC40308 Certificate IV in Building and Construction (Estimating)
- CPC40110 Certificate IV in Building and Construction (Building)
- CPC50308 Diploma of Building and Construction (Management)
- CPC50210 Diploma of Building and Construction (Building)

For more information on all Master Builders courses, contact the Training Department on (03) 9411 4555 or refer to Master Builders training website on www.mbavtraining.com.au.

Master Builders training policies

<http://www.mbavtraining.com.au/content/policies-and-procedures/>

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Appendix 1- List of accredited Construction Industry skill set courses as published on the Victorian Skills Gateway website

Skill Set code	Skill Set Name	Description
CPCCWHS1001	Prepare to work safely in the construction industry	Unit of competency
RIIWHS205D / E (2020)	Control traffic with stop-slow bat	Traffic Management skill set
RIIWHS302D / E (2020)	Implement traffic management plan	
RIIWHS202D	Enter and work in confined spaces	Unit of competency
CPCCDE3015A	Remove friable asbestos	Unit of competency
CPCCDE3014A	Remove non-friable asbestos	Unit of competency
CPCCLDG3001A	Licence to perform dogging	Unit of competency
CPCCLRG3001A	Licence to perform rigging basic level	Unit of competency
CPCCLHS3001A	Licence to operate a personnel and materials hoist	Unit of competency
CPCCLHS3002A	Licence to operate a materials hoist	Unit of competency
CPCCCM3001C	Operate elevated work platforms (up to 11m)	Unit of competency
TLILIC2005A	Licence to operate a boom-type elevated work platform (boom length 11 metres or more)	Unit of competency
TLILIC0008	Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity)	Unit of competency
TLILIC0014	Licence to operate a slewing mobile crane (up to 100 tonnes)	Unit of competency
TLILIC0013	Licence to operate a slewing mobile crane (up to 60 tonnes)	Unit of competency
TLILIC0010	Licence to operate a slewing mobile crane (up to 20 tonnes)	Unit of competency
TLILIC0002	Licence to operate a vehicle loading crane (capacity 10 metre tonnes and above)	Unit of competency
CPCCLSF2001A	Licence to erect, alter and dismantle scaffolding basic level	Unit of competency

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Construction Induction Training (White Card)

CPCCLSF3001A	Licence to erect, alter and dismantle scaffolding intermediate level	Unit of competency
CPCCLSF4001A	Licence to erect, alter and dismantle scaffolding advanced level	Unit of competency
CPCCLRG4001A	Licence to perform rigging advanced level	Unit of competency
CPCCLRG3002A	Licence to perform rigging intermediate level	Unit of competency
CPCCLTC4001A	Licence to operate a tower crane	Unit of competency
RIICCM206D	Support plant operations	Trench and Shoring skill set
RIICCM210D	Install trench support	
RIIS201D	Conduct local risk control	
CPCPWT4023A	Commission and maintain hot and heated water temperature control systems	Unit of competency
TLILIC0003	Licence to operate a forklift truck	Unit of competency
22325VIC	Course in Workplace Spotting for Service Assets	Course in
22468VIC	Course in Civil Construction Pathway	Course in

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