

RTF30703

Certificate III in Horticulture (Parks and Gardens)

Course information and vocational outcomes

This is a nationally accredited course.

This course is designed for those who have achieved Certificate II in Horticulture and others interested in the Horticulture – Parks and Gardens sector to obtain the necessary skills, knowledge and experience in this industry. A degree of on-the-job training is necessary to show competency in the outcomes of this course. Secondary school students who desire to a VET course be useful candidate for this qualification.

To complete this course 16 units must be completed. These units must consist of:

- seven units of competency from Group A (of which 4 are compulsory)
 - six additional units from Group A and/or B
 - three additional units from Group A, B and/or C
- Units should be selected from Group A and Group B in accordance with local work undertaken and local industry advice.

For competency to be attained in this qualification at least 12 units of competency presented for this qualification must relate to parks and gardens work procedures, activities or contexts. In addition, at least 12 of the total number of units selected to make up this qualification must be clearly aligned to a Certificate III outcomes.

The nominal hours for this course vary from 860-1125 nominal hours, depending on the electives undertaken.

This course carries with it a Nationally Recognised Certificate.

Course content

Group A compulsory units:

- **RTC3016A - Provide information on plants and their culture (70 nominal hours)**

(This competency standard covers the process of providing information to clients and others about plants and their cultural requirements. The provision of information is likely to be under limited supervision, with checking only related to overall effectiveness. The provision of information requires the application of extensive horticultural knowledge and a broad range of plant-related skills. The provision of information is normally done within routines, methods and procedures where some discretion and judgement is required.)

1. Identify the issue
2. Decide on preferred solution
3. Provide the preferred solution

- **RTC3805A - Coordinate work site activities (70 nominal hours)**

(This competency standard covers the process of coordinating work site activities for small-scale projects. Responsibility may be for the basic direction and coordination of small groups working on a site remote from the main enterprise, small projects or parts of projects, or small areas within the enterprise. The coordination of work site activities is likely to be under limited supervision with checking only related to overall progress. Work site coordination requires the application of extensive agricultural, horticultural and/or conservation and land management knowledge, and a broad range of relevant skills. The work is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment, work organisations, services, actions, and achieving outcomes within time constraints.)

1. Prepare for work site activities
2. Organise resources
3. Coordinate and report on activities

- **RTE3713A - Carry out workplace OHS procedures (50 nominal hours)**

(This competency standard covers the process of carrying out enterprise Occupational Health and Safety (OHS) policies and procedures. The unit is also concerned with OHS responsibilities of employees with supervisory responsibilities. It requires the ability to work in accordance with workplace procedures in hazard identification and risk control, carry out safe practices during work operations, and participate in arrangements for maintaining the health and safety of all people in the workforce. Carrying out OHS policies and procedures requires knowledge of employee and employer responsibilities under the OHS Act, enterprise procedures relating to hazards, fires, emergencies, accidents and risk control, and OHS signs and symbols relevant to area of work. Note: This unit is based on the national guidelines for integrating OHS competencies into National Industry Competency Standards.)

1. Adapt OHS policies and procedures
2. Assist in workplace hazard identification and risk control
3. Observe safe work practices during work operations
4. Participate in arrangements for maintaining health and safety of all people in the workplace

- **RTF3503A - Sample soils and analyse results (60 nominal hours)**

(This competency standard covers the process of carrying out soil sampling and interpreting results as a foundation for further horticultural operations such as nutrition programs and irrigation scheduling. Carrying out soil sampling is likely to be under limited supervision from others, with checking only related to overall progress. Soil sampling at this level required the application of horticultural knowledge and a range of horticultural skills. The work is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of sites, equipment and materials, organisation of work, services, actions, and the achievement of outcomes within time and budgetary constraints.)

1. Assess pests and disease infestation
2. Plan the implementation of control measures
3. Implement control measures
4. Monitor control methods

Group A elective units:

- **RTC3401A - Control weeds (70 nominal hours)**

(This competency standard covers the process of controlling weeds, taking into consideration integrated pest management options. Implementation is likely to be under limited supervision from others with checking only related to overall progress. Responsibility for and limited organisation of the work of others may be involved. Implementation requires the application of knowledge in areas such as weed recognition, biology and control, and the lifecycles of weed predators and hosts.)

1. Assess weed infestation
2. Plan the implementation of control procedures
3. Implement control measures
4. Monitor control methods

- **RTC3404A - Control plant diseases and disorders (80 nominal hours)**

(This competency standard covers the process of controlling plant pests, diseases and disorders taking into consideration integrated pest management options. Implementation is likely to be under limited supervision from others with checking only related to overall progress. Responsibility for and limited organisation of the work of others may be involved. Implementation requires the application of knowledge in areas such as pests and diseases recognition, lifestyles, biology and control, and predators and hosts.)

1. Assess pests and disease infestation
2. Plan the implementation of control measures
3. Implement control measures
4. Monitor control methods

- **RTC3701A - Respond to emergencies (60 nominal hours)**

(This competency standard covers the process of recognising and responding to emergencies and implementing a range of life support measures across a broad spectrum of situations/incidents. It requires the ability to accurately evaluate the emergency, avoid/control escalation of the emergency, efficiently implement a plan of action, and render first aid care. Responding to emergencies requires knowledge of Occupational Health and Safety legislation and regulations, the emergency network, and first aid casualty management principles. Note: Element 5 and First Aid components of the underpinning knowledge in the Evidence Guide of this competency standard can be satisfied through successful completion of St John's Basic Life Support (Level 2) Certificate, the Australian Red Cross' Senior First Aid Certificate or equivalent.)

1. Prepare for emergency situations
2. Implement fire prevention and control on site and in the workshop
3. Evaluate the emergency
4. Act in an emergency

- **RTC3704A - Prepare and apply chemicals (70 nominal hours)**

(This competency standard covers the process of preparing and applying chemicals for the control of weeds, pests and diseases. It requires knowledge of the chemicals related to the workplace, the hazards and risks involved in their use, and the specific safety procedures prescribed for working unsupervised within organisational guidelines. It requires the ability to handle and apply chemicals ensuring minimum risk to self, others and environment and accurately record their use. NB: This competency standard may be deemed to have a time limit when used as part of an accreditation or license to purchase or use chemicals.)

1. Determine the need for chemical use
2. Prepare appropriate chemical
3. Prepare to use chemicals according to the label and MSDS
4. Apply chemicals
5. Clean up following chemical application
6. Record application details

- **RTE3714A - Maintain and monitor environmental work practices (50 nominal hours)**

(This competency standard covers the process of maintaining and monitoring positive environmental work practices. It requires the ability to recognise basic environmental hazards and threats. It includes the ability to follow and give workplace directions and instructions by communication accurately with supervisors and workplace colleagues, and to keep records. Maintaining and monitoring environmental work practices requires awareness of, and an ability to implement relevant environmental legislation, policies and workplace/industry practices. Effective methods of improving environmental performance and environmental issues especially in regard to water catchments, air, noise, ecosystems, habitat, efficient use of resources, sustainability and waste minimisation, are also necessary.)

1. Maintain workplace environmental procedures
2. Recognise and report on potential environmental threats
3. Support continuous improvement of environmental work practices
4. Maintain environmental records

- **RTF3004A - Implement a grassed area maintenance program (60 nominal hours)**
(This competency standard covers the process of implementing a grassed area maintenance program. The work is likely to be under limited supervision, with checking only related to overall progress. It requires the application of horticultural knowledge and a broad range of grassed area maintenance skills. The work is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment, work organisation, services, actions and achieving outcomes within time constraints.)
 1. Prepare for grassed area maintenance work
 2. Maintain and repair grassed areas
 3. Coordinate and report on grassed area maintenance activities

- **RTF3011A - Implement a pant establishment program (80 nominal hours)**
(This competency standard covers the installation and consolidation of planted areas as part of a horticultural, agricultural or land management tree and shrub planting program. Establishing a planted area is likely to be under limited supervision from others, with checking only related to overall progress. The work required the application of plant knowledge with depth in some areas and a broad range of horticultural skills. Planting is normally done within routines, methods and procedures where some discretion and judgement are required in the selection of equipment and materials, organisation of work, and the achievement of outcomes within time and budgetary constraints. This unit excludes the planting of sports and recreational turf, intensive plant crops and revegetation works.)
 1. Prepare to establish a planted area
 2. Coordinate establishment of the planted area
 3. Prepare the planting area
 4. Undertake planting operation
 5. Monitor the plant establishment program
 6. Complete program of works

- **RTF3012A - Implement a plant nutrition program (60 nominal hours)**
(This competency standard covers the process of implementing a plant nutrition program in the horticultural or agricultural industry. Implementing a plant nutrition program is likely to be under limited supervision from others, with checking only related to overall progress. The work usually done within a program, routines, methods and procedures where some discretion and judgement are required in the selection of equipment and materials, organisation of work, services, actions, and the achievement of outcomes within time and budgetary constraints.)
 1. Prepare for implementation of the plant nutrition program
 2. Monitor soil pH
 3. Determine nutritional problems in plants
 4. Prepare to use fertilisers
 5. Prepare application equipment
 6. Apply specific products at appropriate rates

- **RTF3015A - Implement a tree maintenance program (40 nominal hours)**

(This competency standard describes the work undertaken to implement a tree maintenance program. It requires assisting in the assessment of trees and applying treatments to trees in accordance with the enterprise treatment program. Tree maintenance is likely to be under limited supervision from others, with checking only related to overall progress. The work requires the application of extensive arboricultural knowledge and a broad range of arboricultural skills. Tree maintenance is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment, work organisation, services, action, and achieving outcomes within time constraints.)

1. Contribute to a tree assessment
2. Prepare to undertake a treatment program
3. Undertake a treatment program
4. Complete treatment program activities

- **RTF3028A - Perform specialist amenity pruning (65 nominal hours)**

(This competency standard covers the process of performing specialist amenity pruning, and covers plants that require special treatment and the application of specialist techniques. It requires the ability to prepare for, undertake and assess specialist pruning. Performing specialist amenity pruning requires knowledge of pruning tools and equipment, principles and techniques of specialist pruning, and identification of relevant plants.)

1. Prepare for specialist amenity pruning
2. Undertake specialist pruning
3. Assess pruning quality

- **RTF3036A - Plan and establish plant displays (50 nominal hours)**

(This competency standard covers the process of planning and establishing plant displays either indoors or as seasonal displays of annual and perennial plants in garden beds. The planning and establishing of plant displays requires the application of horticultural knowledge including plant types, condition and requirements to maintain the plants in prime condition throughout the duration of the display. The work is normally done using established routines, methods and procedures. Discretion and judgement is required in the selection of equipment, work organisation, services, actions, and achieving outcomes within time constraints.)

1. Prepare plans for plant displays
2. Select plants
3. Place plants
4. Maintain plants

- **RTF3207A - Implement a landscape maintenance program (100 nominal hours)**

(This competency standard covers the work undertaken by those employed in the maintenance of newly constructed or established landscapes. Maintenance is likely to be in accordance with an established landscape maintenance program and under limited supervision from others, with checking only related to overall progress. The work requires the application of extensive horticultural knowledge and a broad range of horticultural skills. Landscape maintenance is normally done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment, work organisation, services, actions, and achieving outcomes within time constraints.)

1. Interpret a landscape maintenance program
2. Identify and replace diseased or damaged plants
3. Monitor and maintain landscape areas

Group B elective units:

- **BSBEBUS302A - Use and maintain electronic mail system (20 nominal hours)**
(This unit has been developed for the Business Services Training Package and customised for the agriculture and horticulture industries. This unit covers sending and receiving email correspondence via the internet, intranets or extranets. Email is a valuable business tool in the agriculture and horticulture industries. It is important that employers and employees are able to send, receive and process email as part of good business practice.)
 1. Assess and organise electronic mail
 2. Initiate and respond to electronic mail
 3. Maintain housekeeping system

- **RTC3201A - Conduct operational inspection of park facilities (70 nominal hours)**
(This competency standard covers the process of inspecting park/recreational facilities to identify hazards, existing and/or potential risks, and non conformities with Australian Standards and OHS requirements. The operational inspection of park/recreational facilities is likely to be under limited supervision from others, with checking only related to overall progress. The work is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment and materials, organisation of work, services, actions, and the achievement of outcomes within time and budgetary constraints.)
 1. Prepare for operational inspection
 2. Undertake operational inspection
 3. Recommend effective rectification action

- **RTC3211A - Implement a maintenance program for an aquatic environment (70 nominal hours)**
(This competency standard covers the process of implementing a maintenance program for an aquatic environment. This maintenance includes the monitoring of aquatic plant and/or animals, water quality, and the movement of water into and out of the environment. The maintenance and monitoring of an aquatic environment is usually undertaken according to enterprise guidelines and within established routines, methods and procedures. Some discretion and judgement may be required depending on the type and size of the aquatic environment.)
 1. Prepare for maintenance activities
 2. Maintain aquatic organisms
 3. Maintain water quality

- **RTC3310A - Operate specialised machinery and equipment (60 nominal hours)**
(This competency standard covers the functions involved in operating specialised machinery and equipment. It requires particular skills and knowledge to operate specialised agricultural, horticultural or conservation and land management machinery. An ability to perform pre-operational checks on machinery, assess work requirements, determine work plans, monitor performance and maintain records is also required. In addition, it requires knowledge of licensing requirements, workplace safety, and positive environmental practices associated with the operation of machinery. Judgement and discretion combined with the ability to work under minimal supervision is necessary.)
 1. Select and prepare specialised machinery and equipment for use
 2. Operate specialised machinery and equipment
 3. Complete and report on specialised machinery and equipment operation

- **RTC3705A - Transport, handle and store chemicals (50 nominal hours)**

(This competency standard covers the process of transporting, handling and storing chemicals safely without supervision. It requires minimising risks, including avoiding spills and accidents, and following procedures, safety and environment regulations, and Occupational Health and Safety (OHS) requirements to protect the health and safety of everyone in the workplace when handling chemicals. It requires knowledge of the chemicals used in the particular environment and the hazards involved in their handling and storage. NB: This competency standard may be deemed to have a time limit when used as part of an accreditation or licence to purchase or use a chemical.)

1. Transport and handle chemicals and biological agents
2. Store chemicals in the workplace
3. Record storage details

- **RTD3034A - Implement revegetation works (80 nominal hours)**

(This competency standard covers the process of implementing revegetation works. It requires the ability to prepare equipment and materials for revegetation, prepare a planting site, undertake revegetation works, and maintain a revegetated site. Implementing revegetation works requires knowledge of factors affecting the timing and method of planting, identification of plant pests and diseases, revegetation techniques, physiology of plant growth, plant selection and culture, soils and plant nutrition, and calculations for materials.)

1. Prepare equipment and materials
2. Prepare the revegetation site
3. Effect revegetation works
4. Maintain revegetated site

- **RTE3605A - Troubleshoot irrigation systems (50 nominal hours)**

(This competency standard covers the process of troubleshooting faults and blockages in irrigation systems. It requires the ability to read and apply system specifications, technical manuals and supply/spare parts inventories, operate, maintain and repair irrigation systems, and record and report maintenance activities. Troubleshooting faults and blockages in irrigation systems requires knowledge of characteristics and operations of replaceable components of irrigation systems, system malfunctions and their likely causes, isolation procedures and OHS and environmental guidelines.)

1. Locate and identify faulty components and blockage
2. Shut down/isolate component
3. Replace faulty component and clear blockages
4. Return system to normal operating status

- **RTE3611A - Operate pressurised irrigation systems (50 nominal hours)**

(This competency standard covers the process of operating pressurised irrigation systems including the use of pre-start checks, start up-s, operation and inspection of the system, and shut down in response to irrigation indicators. It requires the ability to read and follow operation manual and irrigation schedules, measure and interpret flow rates and pressures, identify adverse environmental impacts of irrigation activities and take appropriate remedial action, and implement and follow relevant OHS and environmental policies and procedures. Operating pressurised irrigation systems, pump tyres and their operation, environmental impacts of irrigation, soil/plant/water relationships, and water requirements of plants/crops.)

1. Perform pre-start checks for pressurised irrigation system
2. Start up and inspect system
3. Shut down system based on irrigation indicators

- **RTE3907A - Use hand held e-business tools (70 nominal hours)**

(This competency standard covers the use of hand held tools for -business. With the increasing use of information and communication technologies, the tools available to enhance business practices have expanded. The unit requires the application of knowledge and skills to use hand held business tools that apply information and communications technologies to the workplace.)

1. Prepare hand held e-business tools for use
2. Use hand held e-business tools
3. Process business data

- **RTF3010A - Establish turf (60 nominal hours)**

(This competency standard covers the process of establishing turf in sporting, public recreational open space, and/or domestic situations. Turf establishment is likely to be under limited supervision from others, with checking only related to overall progress. Turf establishment involves the application of horticultural knowledge with depth in some areas and a broad range of horticultural skills. The work is normally done within routines, methods and procedures where some discretion and judgement is required in the selection of machinery and equipment, work organisation, services, actions, and achieving outcomes within time and budget constraints)

1. Collect samples for soil testing
2. Plant turf
3. Manage newly established turf
4. Report and repair areas of damaged turf

Group C units:

This group includes other units of competency from RTD02 Conservation and Land Management, RTE03 Rural Production, RTF03 Amenity Horticulture and/or other endorsed Training Packages. Units selected must be aligned to Certificate II, III or IV outcomes. These units must be relevant to work undertaken in the rural sector.