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SELF ASSESSMENT GUIDE

Qualification:	DOMESTIC WORK NC II – COC 2 – Maintain Plants and Gardens (Elective)		
Unit/s of Competency:	Maintain plants and gardens <ul style="list-style-type: none"> Trim and prune landscape plants Perform weeding and cultivation Water/irrigate plants Control and prevent plant pest and diseases 		
Instruction: <ul style="list-style-type: none"> Read each of the questions in the left-hand column of the chart. Place a check in the appropriate box opposite each question to indicate your answer. 			
Can I?		YES	NO
TRIM AND PRUNE LANDSCAPE PLANTS			
Identify trimming and pruning requirements*			
1. Distinguish landscape plants and their parts that are in need of trimming and pruning according to landscape maintenance standards (LMS).*			
2. Determine purpose and method of pruning according to LMS.*			
3. Locate utility services using site plans and in consultation with concerned persons or authority.*			
4. Determine access to the site in consultation with concerned persons or authority.*			
5. Identify Occupational Health Safety (OHS) hazards, risks assessed and reported to concerned persons or authority.*			
Prepare for trimming and pruning operations*			
6. Prepare tools, supplies and equipment in accordance with work requirements.*			
7. Carry out pre-operational and safety checks on tools and equipment according to manufacturer's specifications and industry work practices.*			
8. Select prescribed safety and personal protective equipment (PPE) used and maintained.*			

Perform trimming and pruning*		
9. Install safety and warning devices around the site during and between work periods.*		
10. Trim and prune landscape plants in accordance with work program and LMS.*		
11. Perform trimming and pruning of landscape plants using prescribed tools and equipment.*		
12. Apply sterilizing agent/compound on pruning wounds in accordance with LMS.*		
13. Conduct tasks using appropriate PPE.*		
Perform post-trimming and pruning activities*		
14. Collect and dispose trimming and pruning wastes from the site in accordance with environmental standards and LMS.*		
15. Use recommended manual handling techniques when lifting or moving heavy loads.*		
16. Clean, maintain and store tools and equipment according to LMS.*		
17. Undertake maintenance of clean and safe area throughout and on completion of work.*		
18. Record or report work outputs to concerned persons or authority according to industry practices.*		
PERFORM WEEDING AND CULTIVATION		
Determine requirements for weeding and cultivation activity*		
19. Identify weed species and “volunteer” plants (“invaders”) that are out-of-place and considered undesirable in the landscape based on specific landscape maintenance guidelines or as per instructions.*		
20. Identify landscape area needing weeding and cultivation based on instructions or in accordance with LMS.*		
Prepare for weeding and cultivation operation*		
21. Prepare and secure list of weeds and “volunteer plants” and the map of specific landscape areas.*		
22. Determine method and purpose of weeding based on the type of weed species and out-of-place “volunteer” species.*		
23. Make tools, supplies and equipment needed ready and available for use according to the types of weeds and “volunteer” species that needs removal.*		

24. Prepare appropriate safety protective devices for use.*		
Conduct weeding and removal of ‘volunteer’ species*		
25. Remove and dispose weeds and out-of-place “volunteer” plant species in the landscape in accordance with landscape maintenance standard or as per instructions.*		
26. Remove weeds and out-of-place “volunteer” plant species using prescribed tools and equipment.*		
27. Perform tasks using appropriate safety/protective devices.*		
Determine compacted soil*		
28. Determine compacted soil or soil that is having problem with aeration, water infiltration and conditions for root development as per established practice.*		
29. Recognize effects of compacted soil on root development and anchorage.*		
30. Determine method and purpose of soil cultivation based on the condition of the soil.*		
Cultivate compacted soil*		
31. Cultivate compacted soil simultaneous with weeding operations in accordance with landscape maintenance standards or as per instructions.*		
32. Perform soil cultivation using appropriate tools and equipment.*		
33. Perform task using prescribed safety/protective devices.*		
Perform post-weeding and soil cultivation activities*		
34. Clean, maintain and store tools and equipment as per instruction or in accordance with LMS.*		
35. Undertake maintenance of clean and safe area throughout and on completion of work.*		
36. Record or report work outputs to concerned persons or authority according to industry practices.*		
WATER/IRRIGATE PLANTS		
Determine requirements of watering/irrigating landscape plants*		
37. Recognize importance of water to growth and development of landscape plants and the effects of water stress (less or excess water) to plants are as per established practice.*		
38. Determine landscape plants suffering from less or excessive watering using some visually observable plant and soil conditions and/or guidelines.*		

Prepare for watering/irrigation activity*		
39. Determine amount and frequency of watering/irrigation of plants in accordance with LMS or as per instructions.*		
40. Prepare tools, supplies and equipment needed based on the method of watering and/or irrigation to be used.*		
41. Make prescribed protective/safety devices ready and available for use.*		
Conduct watering/irrigation of plant*		
42. Perform watering or irrigating of plants in accordance with the basic principles or standard practice or as per instructions.*		
43. Perform watering/irrigation using the irrigation tools and equipment appropriate to the methods selected.*		
44. Perform task using the prescribed protective/safety gadgets.*		
Perform post watering/irrigation activities*		
45. Clean, maintain and store tools and equipment as per instruction or in accordance with LMS.*		
46. Undertake maintenance of clean and safe area throughout and upon completion of work.*		
47. Record or report work outputs to concerned persons or authority according to industry practices.*		
CONTROL AND PREVENT PLANT PEST AND DISEASES		
Determine requirements of preventing and controlling plant pests and diseases*		
48. Determine infested and diseased landscape plants based on plant conditions, symptoms and signs and other manifestation of infestation and infection.*		
49. Identify and classify pests and diseases using general classification guidelines.*		
50. Know life cycle or various life stages of pests from eggs, larvae, pupa and adult and their mode of attack or infestation.*		
51. Know life cycle or various life stages and signs and symptoms of plant diseases and their mode of attack.*		
52. Determine access to the site in consultation with concerned persons or authority.*		
53. Identify Occupational Health and Safety (OHS) hazards risks assessed and reported to concerned persons or authority.*		
Prepare for application of pests and disease prevention and control measures*		

54. Determine method of prevention and control based on types of pests and diseases, their mode of attack and extent of infestation and infection.*		
55. Prepare tools, equipment, supplies and materials relevant to the method of prevention and control.*		
56. Select prescribed safety and personal protective equipment (PPE) in accordance with work requirements.*		
Apply pest and disease prevention and control measures*		
57. Apply manual and biological method of prevention and control of pest and disease whenever applicable.*		
58. Determine in case of using chemical and bio-pesticides, the frequency and dosage of application based on types of pests and diseases and extent of attack and in accordance with LMS or manufacturer's recommendation.*		
59. Apply pest and disease prevention and control measures in accordance with OHS requirements and Fertilizer and Pesticide Authority (FPA) guidelines.*		
60. Perform task using prescribed tools, supplies and appropriate protective/safety devices.*		
Performs post-prevention and control measures*		
61. Clean, maintain and store tools and equipment according to LMS.*		
62. Undertake maintenance of clean and safe area throughout and on completion of work.*		
63. Record and report work outputs to concerned persons or authority according industry practices.*		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
Candidate's Name & Signature	Date:	