



# VICTORIAN PURCHASING GUIDE

NWP NATIONAL WATER  
TRAINING PACKAGE RELEASE 5.0

February 2023



Jobs, Skills,  
Industry  
and Regions

© Copyright State of Victoria

Department of Jobs, Skills, Industry and Regions 2023



Victorian Purchasing Guides are provided under a Creative Commons Attribution-No Derivatives 4.0 International licence. You are free to re-use the work under that licence, on the condition that you credit the State of Victoria (Department of Jobs, Skills, Industry and Regions), provide a link to the licence, indicate if changes were made, and comply with all other licence terms. You must not distribute modified material. See: [Creative Commons Attribution NoDerivatives 4.0 International](#)

The licence does not apply to:

- any images, photographs, trademarks or branding, including the Victorian Government logo and the DJSIR logo; and
- content supplied by third parties.

Copyright queries may be directed to [copyright@education.vic.gov.au](mailto:copyright@education.vic.gov.au)

### **Disclaimer**

In compiling the information contained in and accessed through this resource, the Department of Jobs, Skills, Industry and Regions (DJSIR), has used its best endeavours to ensure that the information is correct and current at the time of publication but takes no responsibility for any error, omission, or defect therein.

To the extent permitted by law, DJSIR, its employees, agents and consultants exclude all liability for any loss or damage (including indirect, special or consequential loss or damage) arising from the use of, or reliance on the information contained herein, whether caused or not by any negligent act or omission. If any law prohibits the exclusion of such liability, DJSIR limits its liability to the extent permitted by law, for the resupply of the information.

### **Third party sites**

This resource may contain links to third party websites and resources. DJSIR is not responsible for the condition or content of these sites or resources as they are not under its control.

Third party material linked from this resource is subject to the copyright conditions of the third party. Users will need to consult the copyright notice of the third-party sites for conditions of usage.

# VICTORIAN PURCHASING GUIDE – RELEASE HISTORY

Note: RTOs should refer to the [National Register](#) for the detail of changes in each Release.

Training Package Release	Date VPG Approved	Comments
Release 5.0	10 Feb 2023	<p>This Victorian Purchasing Guide reflects NWP National Water Training Package Release 5.0 which includes:</p> <ul style="list-style-type: none"> <li>• Two (2) revised qualifications: <ul style="list-style-type: none"> <li>○ NWP20122 Certificate II in Water Industry Operations</li> <li>○ NWP30222 Certificate III in Water Industry Operations</li> </ul> </li> <li>• Four (4) new units of competency</li> <li>• Three (3) revised equivalent units of competency</li> </ul>
NWP National Water Training Package Release 4.0	11 March 2021	<p>This Victorian Purchasing Guide reflects NWP National Water Training Package Release 4.0 which includes:</p> <ul style="list-style-type: none"> <li>• One (1) revised qualification: <ul style="list-style-type: none"> <li>○ NWP40120 Certificate IV in Water Industry Operations</li> </ul> </li> <li>• Three (3) new Units of Competency</li> <li>• Thirty-three (33) revised equivalent Units of Competency</li> <li>• One (1) new Skill Set</li> </ul>
NWP National Water Training Package Release 3.0	26 February 2020	<p>This Victorian Purchasing Guide reflects NWP National Water Training Package Release 3.0. The NWP National Water Training Package Release 3.0 contains:</p> <ul style="list-style-type: none"> <li>• Two (2) revised qualifications: <ul style="list-style-type: none"> <li>○ NWP20119 Certificate II in Water Industry Operations</li> <li>○ NWP30219 Certificate III in Water Industry Operations</li> </ul> </li> <li>• One (1) new unit of competency</li> <li>• Ninety-three (93) revised units of competency</li> </ul>
NWP National Water Training Package Release 2.0	6 March 2019	<p>This Victorian Purchasing Guide reflects NWP National Water Training Package Release 2.0. The NWP National Water Training Package Release 2.0 contains:</p> <ul style="list-style-type: none"> <li>• One (1) revised qualification: <ul style="list-style-type: none"> <li>○ NWP50118 Diploma of Water Industry Operations</li> </ul> </li> <li>• Twenty (20) new units of competency</li> <li>• Sixteen (16) revised units of competency.</li> </ul>
NWP National Water Training Package Release 1.0	18 March 2016	<p>This Victorian Purchasing Guide reflects the first iteration of the NWP Water Training Package Release 1.0. The NWP Water Training Package Release 1 has been produced in the New Standards format and contains:</p> <ul style="list-style-type: none"> <li>• Three (3) new qualifications: <ul style="list-style-type: none"> <li>○ 30315 Certificate III in Water Industry Treatment</li> <li>○ 30415 Certificate III in Water Industry Irrigation</li> <li>○ 40615 Certificate IV in Water Industry Treatment</li> </ul> </li> <li>• Four (4) new/revised qualifications: <ul style="list-style-type: none"> <li>○ 20115 Certificate II in Water Industry Operations</li> <li>○ 30215 Certificate III in Water Industry Operations</li> </ul> </li> </ul>

**Training  
Package  
Release**

**Date VPG  
Approved**

**Comments**

- 40515 Certificate IV in Water Industry Operations
  - 50715 Diploma of Water Industry Operations
  - One hundred and forty-eight (148) units of competency:
    - 38 new units
    - 110 revised units
-



# TABLE OF CONTENTS

- INTRODUCTION..... 1
  - What is a Victorian Purchasing Guide? ..... 1
  - Registration ..... 1
  - Transition..... 1
- QUALIFICATIONS ..... 2
- UNITS OF COMPETENCY AND NOMINAL HOURS..... 3
- CONTACTS AND LINKS..... 11
- INDUSTRY AND REGULATORY BODIES..... 12
- GLOSSARY ..... 13

# INTRODUCTION

## What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically, the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

- The maximum and minimum payable hours available for each qualification.
- Nominal hours for each unit of competency within the Training Package.

## Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and Statements of Attainment under the Australian Qualifications Framework (AQF).

The VRQA is the regulatory authority in Victoria responsible for the registration of Vocational Education and Training (VET) providers who offer courses to domestic students in Victoria only.

ASQA is the regulatory authority responsible for the registration of VET providers who offer training in Victoria, nationally and / or internationally.

## Transition

The relationship between new units and any superseded or replaced units from the previous version of NWP National Water Training Package Release 5.0 is provided in the Training Package Companion Volume Implementation Guide. (See [VETnet.gov.au](http://VETnet.gov.au) for more information).

Information regarding transition arrangements can be obtained from the state or national VET Regulatory Authority (see [Contacts and Links](#) section).

RTOs must ensure that all training and assessment leading to issuance of qualifications or Statements of Attainment from the NWP National Water Training Package Release 5.0 is conducted against the Training Package units of competency and complies with the assessment requirements.

## QUALIFICATIONS

Code	Title	Minimum Payable Hours	Maximum Payable Hours
NWP20122	Certificate II in Water Industry Operations	323	340
NWP30222	Certificate III in Water Industry Operations	450	474
NWP40120	Certificate IV in Water Industry Operations	627	660
NWP50118	Diploma of Water Industry Operations	779	820

## UNITS OF COMPETENCY AND NOMINAL HOURS

Unit Code	Unit Title	Nominal Hours
NWPCAD001	Respond to blue-green algae outbreaks	20
NWPCAD002	Control vegetation on a site	20
NWPCAD003	Identify and confirm blue-green algae outbreaks	20
NWPCAD004	Maintain catchment and surrounding areas	40
NWPCAD005	Monitor, inspect and report catchment areas	20
NWPCAD006	Monitor and coordinate catchment operations	30
NWPCAD007	Inspect, operate and maintain low consequence dams	30
NWPCAD008	Monitor and control dam operations	50
NWPCAD009	Monitor and implement dam maintenance	30
NWPCAD010	Inspect and report on concrete dam safety	30
NWPCAD011	Inspect and report on embankment dam safety	30
NWPCAD012	Route floods through storages	50
NWPCAD013	Conduct and report dam safety instrumentation monitoring	30
NWPCAD014	Inspect and report river performance	30
NWPCAD015	Operate and maintain locks and weirs	50
NWPCAD016	Operate and maintain fishways	50
NWPCAD017	Operate and maintain salt interception works	40
NWPCAD018	Monitor and operate bulkwater transfer systems	30
NWPCAD019	Monitor and operate groundwater extraction	40
NWPCAD020	Inspect and operate groundwater regulation	40
NWPCAD021	Coordinate and monitor bulkwater system operations	60



Unit Code	Unit Title	Nominal Hours
NWPCAD022	Coordinate and monitor groundwater system usage	60
NWPCAD023	Develop and implement catchment operational plans	60
NWPCAD024	Implement dam safety plans	100
NWPAMG001	Manage asset construction and maintenance	90
NWPCCO001	Analyse and implement network data	50
NWPCCO002	Use control centre systems to monitor and control water	80
NWPGEN006	Implement and manage environmental management policies	100
NWPGEN016	Interpret and comply with regulatory requirements	60
NWPGEN017	Apply the risk management principles of the water industry standards, guidelines and legislation	10
NWPGEN018	Follow environmental and licensing procedures	30
NWPGEN019	Assess, implement and report environmental procedures	40
NWPGEN020	Sample and test source or drinking water	40
NWPGEN021	Sample and test wastewater	40
NWPGEN022	Perform laboratory testing	40
NWPGEN023	Use maps, plans, drawings and details	30
NWPGEN024	Identify the role and functions of the water industry	20
NWPGEN025	Apply principles of chemistry to water systems and processes	50
NWPGEN026	Provide and promote customer service	20
NWPGEN027	Monitor and operate pump stations	30
NWPGEN028	Investigate and report on breaches of water industry legislation	40
NWPGEN029	Contribute to continuous improvement of quality systems	40

Unit Code	Unit Title	Nominal Hours
NWPGEN030	Coordinate and monitor the application of environmental plans and procedures	80
NWPGEN031	Develop an operational plan	40
NWPGEN032	Ensure compliance with water industry standards, guidelines and legislation	60
NWPGEN033	Sample and test trade wastewater	40
NWPGEN034	Operate and maintain flood warning sites	16
NWPHYD002	Apply principles of open channel hydraulics	40
NWPHYD003	Develop and maintain ratings	100
NWPHYD004	Plan water resource management	100
NWPHYD005	Process and report hydrographic time series data	100
NWPHYD006	Measure discharge and process discharge data using a range of methods and equipment	100
NWPHYD007	Measure discharge using wading method	60
NWPHYD008	Operate, maintain and decommission monitoring sites	130
NWPHYD009	Undertake surveying of monitoring sites	60
NWPHYS001	Identify and analyse information technology for hydrographic surveys	50
NWPHYS002	Interpret and analyse science principles for hydrographic surveying	50
NWPHYS003	Manage and analyse water levels and flows	60
NWPHYS004	Manage hydrographic surveying projects	60
NWPHYS005	Use alternate positioning systems to gather data	40
NWPHYS006	Use remote sensing for hydrographic surveying	30
NWPHYS007	Use underwater acoustics to map waterways	30
NWPIRR004	Develop and review a groundwater plan	100

Unit Code	Unit Title	Nominal Hours
NWPIRR005	Develop and review a surface water plan	120
NWPIRR006	Develop and review an irrigation system plan	100
NWPIRR007	Implement and coordinate a surface water plan	120
NWPIRR008	Implement and coordinate an irrigation delivery system plan	80
NWPIWS001	Monitor and operate rural irrigation and domestic delivery systems	30
NWPIWS002	Operate regulating devices in rural irrigation systems	20
NWPIWS003	Inspect and operate water diversion systems	40
NWPIWS004	Install meters for rural water supplies	30
NWPIWS005	Maintain and repair irrigation channels and drains	30
NWPIWS006	Maintain meters for rural water supplies	20
NWPIWS007	Detect and rectify faults with automated channel regulators	40
NWPIWS008	Monitor and conduct maintenance on rural irrigation assets	40
NWPIWS009	Monitor and control drainage operations	40
NWPIWS010	Monitor and control rural water distribution operations	40
NWPIWS011	Identify and apply water entitlements and delivery processes	30
NWPIWS012	Monitor and schedule water deliveries	40
NWPIWS013	Coordinate and monitor pumped rural irrigation systems	60
NWPIWS014	Coordinate and monitor the operation of irrigation delivery systems	60
NWPNET006	Apply construction principles to civil works in the water industry	80
NWPNET007	Conduct commissioning and post-commissioning activities	120
NWPNET008	Develop and manage a drinking water system plan	90
NWPNET009	Develop and manage a wastewater collection plan	90

Unit Code	Unit Title	Nominal Hours
NWPNET010	Develop and manage an alternate water supply plan	90
NWPNET018	Disinfect network assets	30
NWPNET019	Prepare and restore worksite	30
NWPNET028	Monitor and operate network systems	40
NWPNET029	Locate, identify and protect utilities	30
NWPNET030	Identify and respond to water quality problems	30
NWPNET036	Perform leak detection	40
NWPNET037	Inspect sewer or stormwater assets	40
NWPNET038	Install metering equipment	40
NWPNET040	Maintain and repair network assets for wastewater	50
NWPNET046	Maintain and repair network assets for bulkwater	30
NWPNET047	Install, maintain and repair hydrants	20
NWPNET048	Monitor and control vacuum sewer systems	50
NWPNET049	Construct and install water distribution assets	30
NWPNET050	Construct and install wastewater collection assets	30
NWPNET051	Monitor and operate water distribution systems	40
NWPNET052	Monitor and operate wastewater collection and transfer systems	40
NWPNET053	Test and commission water distribution systems	40
NWPNET054	Test and commission wastewater collection systems	40
NWPNET055	Coordinate and manage maintenance and repair of network assets	50
NWPNET056	Coordinate and monitor network asset construction	70
NWPNET057	Establish connections of water and wastewater systems	30

Unit Code	Unit Title	Nominal Hours
NWPNET058	Optimise network systems	50
NWPNET059	Supervise and report on conduit inspections	40
NWPNET060	Clean networks using air scouring, chemical or swabbing techniques	24
NWPNET061	Maintain and repair network assets for drinking water	50
NWPNET062	Maintain network assets using high pressure water systems	20
NWPNET063	Use digital imaging equipment in the field	24
NWPNET064	Control electrical risk on network pipes	10
NWPNET065	Perform odour and infiltration investigations	40
NWPSOU004	Develop and manage a catchment plan	60
NWPSOU005	Develop and manage a dam safety inspection plan	60
NWPSOU006	Develop and manage a flood plan	80
NWPSOU007	Implement and coordinate a catchment plan	120
NWPSOU008	Implement and coordinate a groundwater plan	100
NWPTRD003	Evaluate, implement and monitor high risk trade waste discharge approvals	120
NWPTRD004	Implement and manage trade waste policies and plans	80
NWPTRD005	Develop and modify trade waste policies and plans	100
NWPTRD006	Investigate trade waste incidents and non-compliances	70
NWPTRD007	Monitor trade waste approvals	60
NWPTRD008	Process standard trade waste approvals	60
NWPTRT002	Develop and manage a treatment process monitoring program	90
NWPTRT003	Develop and manage a wastewater treatment plan	90

Unit Code	Unit Title	Nominal Hours
NWPTRT004	Develop and manage a water treatment plan	90
NWPTRT005	Monitor and operate water treatment processes	50
NWPTRT006	Monitor and operate fluoride addition processes	20
NWPTRT007	Monitor and operate liquefied chlorine gas disinfection processes	40
NWPTRT008	Operate and control iron and manganese removal processes	20
NWPTRT009	Operate and control coagulation and flocculation processes	50
NWPTRT010	Operate and control sedimentation and clarification processes	50
NWPTRT016	Operate and control dissolved air flotation processes	30
NWPTRT017	Operate and control activated carbon processes	20
NWPTRT018	Operate and control ion exchange and softening processes	30
NWPTRT019	Operate and control granular media filters	50
NWPTRT020	Operate and control membrane filters	30
NWPTRT021	Operate and control desalination processes	40
NWPTRT022	Monitor and operate hypochlorite disinfection processes	30
NWPTRT023	Monitor and operate ultraviolet processes	20
NWPTRT024	Operate and control chloramination processes	40
NWPTRT025	Monitor and operate chlorine dioxide processes	30
NWPTRT026	Monitor and operate ozone processes	30
NWPTRT027	Monitor and operate wastewater treatment processes	50
NWPTRT028	Operate and control reclaimed water irrigation	40
NWPTRT029	Monitor and operate pre-treatment processes	20
NWPTRT030	Operate and control odour removal processes	30

Unit Code	Unit Title	Nominal Hours
NWPTRT036	Operate and control activated sludge processes	50
NWPTRT037	Operate and control nutrient removal processes	40
NWPTRT038	Operate and control fixed film processes	30
NWPTRT039	Operate and control solids handling processes	30
NWPTRT040	Operate and control digestion processes	40
NWPTRT046	Operate and control incineration processes	40
NWPTRT047	Monitor, operate and control lagoon processes	30
NWPTRT048	Monitor and operate reclaimed water irrigation	30
NWPTRT049	Assess and improve activated sludge and biological nutrient removal processes	60
NWPTRT050	Assess and improve anaerobic digestion processes	60
NWPTRT057	Assess and improve coagulation and flocculation processes	60
NWPTRT058	Assess and improve desalination processes	40
NWPTRT059	Assess and improve granular media filters	60
NWPTRT060	Assess and improve membrane bioreactor processes	60
NWPTRT063	Assess and improve membrane filters	50
NWPTRT064	Assess and improve sedimentation processes	60
NWPTRT065	Assess and improve treatment for removal of microorganisms in drinking water and recycled water	40
NWPTRT066	Assess and improve wastewater processes to control microbial impacts	40
NWPTRT067	Assess and optimise chemical dosing processes in wastewater	60

## CONTACTS AND LINKS

### **Curriculum Maintenance Manager (CMM) Service**

#### **Building Industries**

The CMM Service is provided on behalf of Higher Education and Skills.

CMM Service Executive Officers can assist with questions on payable and nominal hours.

Teresa Signorello

Holmesglen Institute

PO Box 42, Holmesglen, Victoria

Australia 3148

(03) 9564 1987

teresa.signorello@holmesglen.edu.au

### **Jobs and Skills Council (JSC)**

As part of the National Industry Engagement Reforms, new Jobs and Skills Councils (JSCs) are being established. At the time of publication, the entity and contact details for the JSC has not yet been announced. For more information see [Industry Engagement Reforms - Department of Employment and Workplace Relations, Australian Government \(dewr.gov.au\)](#)

### **National Register of VET in Australia - Training.gov.au (TGA)**

TGA is the Australian government's official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs. See [training.gov.au](http://training.gov.au) for more information.

### **Australian Government - Department of Employment and Workplace Relations (DEWR)**

The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training. See [Skills and Training - DEWR](#) for more information.

### **State Government - Department of Jobs, Skills, Industry and Regions (DJSIR)**

DJSIR (formerly Department of Education and Training) is the State Training Authority responsible for supporting implementation of Vocational Education and Training (VET) in Victoria. See [djsir.vic.gov.au](http://djsir.vic.gov.au) for more information. (03) 9637 2000

### **National VET Regulatory Authority - Australian Skills Quality Authority (ASQA)**

ASQA is the national regulator for Australia's VET sector. Info line: 1300 701 801 See [asqa.gov.au](http://asqa.gov.au) for more information.

### **State VET Regulatory Authority - Victorian Registration and Qualifications Authority (VRQA)**

The VRQA is a statutory authority responsible for the registration and regulation of Victorian RTOs and for the regulation of apprenticeships and traineeships in Victoria. (03) 9637 2806 See [vrqa.vic.gov.au](http://vrqa.vic.gov.au)



## INDUSTRY REGULATORY BODIES

### **WorkSafe Victoria**

The industry Regulatory body can provide advice on licensing, legislative or regulatory requirements which may impact on the delivery of training or the issuance of qualifications in this Training Package. WorkSafe needs to provide written verification before high risk work units can be added to an RTO's scope of registration. [info@worksafe.vic.gov.au](mailto:info@worksafe.vic.gov.au) See [worksafe.vic.gov.au](http://worksafe.vic.gov.au) for further information.

222 Exhibition Street,  
Melbourne 3000  
(03) 9641 1444 or  
1800 136 089 (toll free)

## GLOSSARY

<b>Code</b>	Nationally endorsed Training Package qualification code.
<b>Title</b>	Nationally endorsed Training Package qualification title.
<b>Unit Code</b>	Nationally endorsed Training Package unit code.
<b>Unit Title</b>	Nationally endorsed Training Package unit title.
<b>Maximum Payable Hours</b>	<p>The maximum number of hours the Victorian Government will subsidise under Skills First funding for the achievement of the minimum realistic vocational outcome of the qualification, as determined by the qualification packaging rules. The Maximum Payable Hours do not cover every possible combination of core and elective units available for a specific qualification.</p> <p>Minimum payable hours reflect a calculated minimum number of hours that could deliver a minimum realistic vocational outcome, based on efficiencies of contextualisation and integration.</p>
<b>Scope of Registration</b>	Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide.
<b>Nominal Hours</b>	Nominal hours reflect the anticipated time taken to deliver and assess the outcomes of a unit of competency excluding unsupervised delivery or the time taken for repeated practical application of skills. Nominal hours are determined by the Victorian State Training Authority (DJSIR) and are primarily developed for funding purposes in Victoria.