

Frequently asked questions

Training Policy compliance for other workforce training

The Queensland Government Building and Construction Training Policy (Training Policy) requires that a minimum of 60 percent of the deemed hours be allocated toward the employment of apprentices and/or trainees (new entrants only) with the remaining deemed hours (40 per cent) allocated to Other Workforce Training.

To comply with the deemed hours allocated towards Other Workforce Training, contractors can record onsite and/or offsite training hours undertaken to upskill existing workers through training (accredited, non-accredited, tertiary, in-house, industry based and recognised) that will improve the skills base of the building and construction industry.

Training is to be directly related to the project, delivered to an existing worker where upskilling is a requirement for them to be able to perform their role on the project and to effectively deliver the project.

Q. What training packages are directly aligned with the building and construction industry and are approved as compliance hours for Other Workforce Training?

A. Below is the table of approved current training packages:

Training package code	Training package name
CPC08	Construction, Plumbing and Services Training Package
MSF	Furnishing Training Package
UET	Transmission, Distribution and Rail Sector Training Package
UEE and UEE11	Electrotechnology Training Package
NWP	Water Training Package
UEG	Gas Industry Training Package
RII	Resources and Infrastructure Industry Training Package

Q. What types of training can be included under the Queensland Government Building and Construction Training Policy (Training Policy) for Other Workforce Training?

A. The following training options can be included under the Training Policy for Other Workforce Training:

- Upskilling existing workers through a vocational education and training (VET) accredited course that is delivered by a registered training organisation (RTO) which leads to a VET qualification from a nationally recognised training package utilised in the building and civil construction industry. Refer to the table above



for the current nationally recognised training packages. Only training hours (onsite or offsite) can be included as compliant hours.

- Upskilling existing workers through a VET accredited course that is delivered by a RTO which leads to a statement of attainment of individual units of competency utilised in the building and civil construction. Refer to the table above for the current nationally recognised training packages. Only training hours (onsite or off site) can be included as compliant hours.
- Upskilling existing workers through industry recognised non-accredited training sessions or short courses available through peak industry bodies or associations such as Masters Builders, Housing Industry Association or the Civil Contractors Federation e.g. Meeting your obligations under the *Fair Work Act 2009*; Understanding contracts and Advance Contracts; Construction environmental. Only training hours can be included as compliant hours.
- Upskilling existing workers through in-house non-accredited training delivered by the company or a third party in the company premises, onsite or online, that is related to building and construction or project management and is a requirement of the individual or subcontractor in order to effectively deliver the project e.g. Asbestos general awareness training, Silica General Awareness training, Activity Based Risk Management, Commercial Management, Plant and Equipment Management, Environmental Management. Only training hours can be included as compliant hours. This does not include company or site inductions, toolbox talks or site meetings.
- Upskilling existing workers through higher education such as TAFE, College or a University, undertaking a qualification or an Undergraduate or Postgraduate degree that directly supports the building or civil construction industry e.g. Bachelor of Construction Management, Master's Degree in Construction Management. Only training hours can be included as compliant hours.
- Upskilling existing workers through training that is required to comply with the licensing, regulatory and safety requirements of the building and construction industry e.g. Work safely at heights, work safely in the construction industry, remove non-friable asbestos. Only training hours can be included as compliant hours.
- Upskilling existing workers through product specific training for plant and equipment e.g. Instructor-led, E-learning, Simulator Operator Training and Vendor training. Only training hours can be included as compliant hours.

Where an existing worker has undertaken training that has not been identified as an option in the dot points above, the contractor can contact the Department of Employment, Small Business and Training to seek advice as to whether the training meets the intent of the Training Policy and can be included under Other Workforce Training.

Q. What types of labour hours can be included under the Queensland Government Building and Construction Training Policy (Training Policy) for Other Workforce Training?

A. The following labour hours can be included under the Training Policy for Other Workforce Training:

- Upskilling existing workers through apprenticeships and traineeships utilised in the building and construction industry. An existing worker apprentice or trainee is an individual who was employed with the applicant employer for a period of more than 3 months full time or 12 months casual or part-time or a combination of both immediately prior to signing the National Training Contract. Refer to the above table for the current nationally recognised training packages. Onsite labour hours on the project can be included as compliant hours.
- Upskilling existing workers through apprenticeships and traineeships that may not lead to a qualification in the building and construction industry (as identified in the table above) but support the project or are required onsite in order to complete the project e.g. business or business administration, project management, engineering, automotive or mechanical. Onsite labour hours on the project can be included as compliant hours.
- Engaging students undertaking training that is delivered by an RTO and which leads to a nationally-recognised qualification utilised in the building civil and construction industry where the qualification requires a Structured Workplace Learning (SWL) placement with an employer e.g. Construction Skills Queensland Trade Start and Trade Ready program. Only the work placement hours connected with the training where the individual is onsite on the project can be included as compliant hours.
- Engaging Registered Trade Skills Pathway (RTSP) participants. Onsite labour hours on the project can be included as compliant hours.
- Engaging students undertaking training such as a university degree that is related to the building and construction industry and Industry Placement is a compulsory requirement to meet their course requirements. Only the work placement hours connected with the training where the individual is onsite on the project can be included as compliant hours.
- Engaging a Cadet undertake a cadetship that is related to the building and construction industry. Onsite labour hours on the project can be included as compliant hours.
- Employing Aboriginal and Torres Strait Islander people. Onsite labour hours on the project can be included as compliant hours.

More information

For more information, please contact the Department of Employment, Small Business and Training on 1300 369 935 or email TrainingPolicy@desbt.qld.gov.au or visit <https://desbt.qld.gov.au/training/employers/trainingpolicy>

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Related documents:	<ol style="list-style-type: none">1. <i>Queensland Government Building and Construction Training Policy – Policy Statement</i>2. <i>Guidelines for Queensland Government Agencies</i>3. <i>Guidelines for Contractors</i>4. <i>Guidelines for Indigenous projects</i>
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