

## **Recommended qualification structure**

### **NVQ/SVQ Removal of Hazardous and Non Hazardous Waste (Construction) Level 2**

#### **MANDATORY UNITS**

CITB Unit No. VR 01 Conform to General Workplace Safety  
CITB Unit No. VR 02 Conform to Efficient Work Practices  
CITB Unit No. VR 03 Move and Handle Resources

**Plus**

**Either**

#### **Licensed Asbestos Removal Option:**

CITB Unit No. HWGS03 Install and Remove Licensed Asbestos Enclosure  
and Containment Areas  
CITB Unit No. CM 10 Licensed Asbestos Removal

**Or**

#### **Hazardous Waste Removal Option:**

CITB Unit No. CM09 Install and Remove Hazardous Waste Containment Areas  
CITB Unit No. HWGS 01 Remove Hazardous Waste

**Or**

#### **Non- Hazardous Waste Removal Option:**

CITB Unit No. VR 360 Establish Work Area Protection and Safety  
CITB Unit No. HWGS 02 Remove Non-Hazardous Waste

#### **ADDITIONAL UNITS**

CITB Unit No. VR 250 Erect and Dismantle Access/Working Platforms Equipment  
CITB Unit No. CM 11 Repair and Encapsulate Asbestos Materials  
CITB Unit No. VR 392 Operate Plant or Machinery for Accessing  
CITB Unit No. VR 400 Operate Specialist Power Tools and Equipment

**Unit No. *New CM09 (12/05)***

**(CL03)**

**Install and Remove Hazardous Waste Containment Areas**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment to contain hazardous waste
- preparing, **setting up and dismantling containment areas for the removal of hazardous waste**

<b>Performance Criteria</b>	<b>Scope of Performance</b>
<p>You must be able to:</p>	
<p>1. Interpret information relating to the work and resources to confirm its relevance.</p>	<p>Interpretation of <b>method statements</b>, drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.</p>
<p>2. Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.</p>	<p>Avoidance of risk by following the given information relating to at least one of the following:</p> <ul style="list-style-type: none"> <li>– methods of work</li> <li>– safe use of personal protective equipment (PPE)</li> <li>– safe use of access equipment</li> <li>– safe use and storage of tools and associated equipment.</li> </ul>
<p>3. Select the required quantity and quality of resources for the methods of work.</p>	<p>Selection of resources associated with own work:</p> <ul style="list-style-type: none"> <li>– materials, components and fixings</li> <li>– tools and equipment.</li> </ul>
<p>4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.</p>	<p>Protection of the work and its surrounding area from damage.</p> <p>Disposal of waste in accordance with legislation.</p> <p>Minimise damage and maintain a clean work space.</p>

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**Unit No. *New CM09: Install and Remove Hazardous Waste Containment Area***

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Performance Criteria (continued)	Scope of Performance (continued)
You must be able to:	
5. Comply with contract information to carry out the work efficiently to the required specification.	<p>Demonstration of work skills to :</p> <ul style="list-style-type: none"><li>– measure, mark out, fit, <b>set up</b>, position, <b>erect</b>, secure, <b>maintain</b>, <b>dismantle</b> and remove</li></ul> <p>Use and maintain:</p> <ul style="list-style-type: none"><li>– hand tools</li><li>– portable power tools</li><li>– ancillary equipment</li></ul> <p><b>Install, maintain and remove</b> a containment area for materials defined as hazardous waste by current legislation to <u>given</u> working instructions for at least two of the following:</p> <ul style="list-style-type: none"><li>– oily waste</li><li>– fluorescent light tubes</li><li>– electrical equipments</li><li>– paint wastes</li><li>– unlicensed asbestos</li><li>– contaminated soil</li></ul>
6. Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. *New CM09: Install and Remove Hazardous Waste Containment Areas***

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i></p> <p><i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p>	<p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – <b>relating to the occupational activity.</b></p> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p>
<p><i>Performance Criteria 2</i></p> <p><i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Information</b> Drawings, <b>method statements</b>, specifications, schedules, manufacturers' information, regulations and <b>approved codes of practice.</b></p> <p><b>Legislation and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p><b>Maintenance</b> Operative care of hand tools and portable power tools, ancillary equipment.</p>

**Unit No. *New CM09: Install and Remove Hazardous Waste Containment Areas***

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i></p> <p><i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– install, maintain and remove containment areas for hazardous waste</li> <li>– install, maintain and remove work areas and transit routes</li> <li>– install and remove hygiene facilities</li> <li>– handling, sorting and segregation methods</li> <li>– damp down, clean, clear, seal and remove deposits or dust</li> <li>– use of inspection equipment</li> <li>– use hand tools, power tools and equipment</li> <li>– work at height</li> <li>– use access equipment.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with <b>hazardous waste containment areas</b>.</p>
<p><i>Performance Criteria 4</i></p> <p><i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i></p> <p><i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p>	<p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations:</p> <ul style="list-style-type: none"> <li>– use <b>and maintenance of respiratory protective equipment</b></li> <li>– <b>use of specialist PPE garments</b></li> </ul>

**Unit No. *New CM09: Install and Remove Hazardous Waste Containment Areas***

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b> You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b> The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Problems</b> Those arising from information, resources and methods of work: – own authority to rectify – organisational reporting procedures.</p> <p><b>Programme</b> Types of progress charts, timetables and estimated times. Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b> Against damage from general workplace activities, other occupations, <b>members of the public</b> and adverse weather conditions.</p> <p><b>Resources</b> Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist: – hygiene facilities – sheet materials, tapes, ties or adhesives – removal materials including absorbents – containers – hand and powered tools and equipment.</p> <p>Methods of calculating quantity, length <b>and</b> area associated with the procedure to <b>install and remove hazardous waste containment areas</b>.</p> <p><b>Security procedures</b> Workplace, company and operative.</p>

**Unit No. New CM 10 (12/05)**  
**Licensed Asbestos Removal**

**(CL03)**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- preparing, **stripping, clearing and moving licensed asbestos materials**

Performance Criteria	Scope of Performance
You must be able to:	
1. Interpret information relating to the work and resources to confirm its relevance.	Interpretation of <b>method statements</b> , drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2. Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none"> <li>– methods of work</li> <li>– safe use of personal protective equipment (PPE)</li> <li>– safe use of access equipment</li> <li>– safe use and storage of tools and associated equipment.</li> </ul>
3. Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none"> <li>– materials, components and fixings</li> <li>– tools and equipment.</li> </ul>
4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage.  Disposal of waste in accordance with legislation.  Minimise damage and maintain a clean work space.

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**Unit No.**      **New CM10:**      **Licensed Asbestos Removal**

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**Performance Criteria (continued)**

You must be able to:

**Scope of Performance (continued)**

5. Comply with contract information to carry out the work efficiently to the required specification.

Demonstration of work skills to :  
– quantify, identify, **strip, dismantle, sort, seal and remove**  
Use and maintain:  
– hand tools  
– ancillary equipment

**Strip handle and remove licensed asbestos materials to given working instructions**

6. Complete the work within the allocated time, in accordance with the programme of work.

Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

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**New CM10: Licensed Asbestos Removal**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i></p> <p><i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i></p> <p><i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b></p> <p>Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b></p> <p>Operative's response to situations in accordance with organisational authorisation and personal skills when involved with:</p> <ul style="list-style-type: none"> <li>– fires, spillages, injuries</li> <li>– relating to the occupational activity.</li> </ul> <p><b>Hazards</b></p> <p>Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b></p> <p>Drawings, <b>method statements, plan of work</b>, specifications, schedules, manufacturers' information <b>and approved codes of practice</b></p> <p><b>Legislation and official guidance</b></p> <p>This relates to the operative's understanding of their responsibilities regarding current legislation whilst working:</p> <ul style="list-style-type: none"> <li>– in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</li> </ul> <p><b>Maintenance</b></p> <p>Operative care of hand tools <b>and control measures</b>.</p>

**New CM10: Licensed Asbestos Removal**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– suppress fibres and control exposure</li> <li>– assess and monitor personal exposure levels</li> <li>– carry out personal decontamination</li> <li>– wet strip using wet injection and spraying techniques</li> <li>– shadow vacuum</li> <li>– handle and dispose of asbestos</li> <li>– remove licensed asbestos by the glove bag method</li> <li>– use hand tools and equipment</li> <li>– work at height</li> <li>– use access equipment.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with <b>licensed asbestos removal</b>.</p> <p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations, <b>including respiratory protective equipment</b>.</p> <p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul>

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**New CM10: Licensed Asbestos Removal**

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<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Programme</b></p> <p>Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b></p> <p>Against damage from general workplace activities, other occupations, <b>members of the public</b> and adverse weather conditions.</p> <p><b>Resources</b></p> <p>Materials, components and equipment relating to <b>given control measures</b>:</p> <p><b>Security procedures</b></p> <p>Workplace, company and operative.</p>

**Unit No. *New CM11 (11/05 /IC)***

**(CL03)**

**Repair or encapsulate Asbestos Materials**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- **repairing or encapsulating asbestos or assisting in with the repair or encapsulation of asbestos**

Performance Criteria	Scope of Performance
You must be able to:	
1. Interpret information relating to the work and resources to confirm its relevance.	Interpretation of <b>method statements</b> , drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2. Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none"> <li>– methods of work</li> <li>– safe use of personal protective equipment (PPE)</li> <li>– safe use of access equipment</li> <li>– safe use and storage of tools and associated equipment.</li> </ul>
3. Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none"> <li>– materials, components and fixings</li> <li>– tools and equipment.</li> </ul>
4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage.  Disposal of waste in accordance with legislation.  Minimise damage and maintain a clean work space.

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**Unit No. *New CM11:*            *Repair or Encapsulate Asbestos Materials***

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<b>Performance Criteria (continued)</b>	<b>Scope of Performance (continued)</b>
<p>You must be able to:</p>	
<p>5. Comply with contract information to carry out the work efficiently to the required specification.</p>	<p>Demonstration of work skills to :</p> <ul style="list-style-type: none"><li>– measure, mark out, fit, <b>mix</b>, finish, position, secure and <b>seal</b>.</li></ul> <p>Use and maintain:</p> <ul style="list-style-type: none"><li>– hand tools</li><li>– ancillary equipment.</li></ul> <p><b>Repair or encapsulate asbestos containing materials</b> to working instructions for at least one of the following:</p> <ul style="list-style-type: none"><li>– insulation</li><li>– insulation boards</li><li>– ceiling tiles</li><li>– blankets, rope and woven cloth</li><li>– cement products</li><li>– sprayed coatings</li><li>– bitumen products</li></ul>
<p>6. Complete the work within the allocated time, in accordance with the programme of work.</p>	<p>Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.</p>

**New CM11: Repair or Encapsulate Asbestos Materials**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b></p> <p>Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b></p> <p>Operative's response to situations in accordance with organisational authorisation and personal skills when involved with:</p> <ul style="list-style-type: none"> <li>– fires, spillages, injuries</li> <li>– relating to the occupational activity.</li> </ul> <p><b>Hazards</b></p> <p>Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b></p> <p>Drawings, <b>method statements</b>, specifications, schedules, manufacturers' information, <b>approved codes of practice</b> and regulations governing buildings.</p> <p><b>Legislation and official guidance</b></p> <p>This relates to the operative's understanding of their responsibilities regarding current legislation whilst working:</p> <ul style="list-style-type: none"> <li>– in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</li> </ul> <p><b>Maintenance</b></p> <p>Operative care of hand tools and ancillary equipment.</p>

**New CM11: Repair or Encapsulate Asbestos Materials**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– set up enclosure and containment areas</li> <li>– encapsulate asbestos containing materials</li> <li>– repair asbestos containing materials</li> <li>– use hand tools and equipment</li> <li>– <b>power tools used for encapsulation</b></li> <li>– work at height</li> <li>– use access equipment.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with <b>the repair or encapsulation of asbestos containing materials</b>.</p> <p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations, <b>including respiratory protective equipment</b>.</p> <p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul> <p><b>Programme</b></p> <p>Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b></p> <p>Against damage from general workplace activities, other occupations, <b>members of the public</b> and adverse weather conditions.</p>

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**New CM11: Repair or Encapsulate Asbestos Materials**

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<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b> You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b> The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Resources</b> Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist:</p> <ul style="list-style-type: none"> <li>- repair materials</li> <li>- adhesives and tapes</li> <li>- encapsulating materials</li> <li>- fixings</li> <li>- hand and/or powered tools and equipment.</li> </ul> <p>Methods of calculating quantity, length, area and wastage associated with the procedure to <b>repair asbestos containing materials</b>.</p> <p><b>Security procedures</b> Workplace, company and operative.</p>

**Unit No. HWGS 01 (12/05)**  
**Remove Hazardous Waste**

**(CL03)**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment to remove hazardous waste
- preparing for and removing hazardous waste

Performance Criteria	Scope of Performance
You must be able to:	
1. Interpret information relating to the work and resources to confirm its relevance.	Interpretation of <b>method statements</b> , drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2. Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none"> <li>– methods of work</li> <li>– safe use of personal protective equipment (PPE)</li> <li>– safe use of access equipment</li> <li>– safe use and storage of tools and associated equipment.</li> </ul>
3. Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none"> <li>– materials, components and fixings</li> <li>– tools and equipment.</li> </ul>
4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage.  Disposal of waste in accordance with legislation.  Minimise damage and maintain a clean work space.

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**Unit No. HWGS01 : Remove Hazardous Waste**

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Performance Criteria (continued)	Scope of Performance (continued)
You must be able to:	
5. Comply with contract information to carry out the work efficiently to the required specification.	Demonstration of work skills to: – measure, mark out, fit, position secure, <b>store, dismantle and remove.</b>  Use and maintain: – hand tools – portable power tools – ancillary equipment.  <b>Prepare and remove materials defined as hazardous waste by current legislation to given working instructions for at least two of the following:</b> – oily waste – fluorescent light tubes – electrical equipment – paint wastes – unlicensed asbestos containing materials – contaminated soil
6. Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. HWGS01 : Remove Hazardous Waste**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted. The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with:</p> <ul style="list-style-type: none"> <li>- fires, spillages, injuries</li> <li>- relating to the occupation.</li> </ul> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Drawings, method statements, specifications, schedules, manufacturers' information and <b>approved codes of practice</b>.</p> <p><b>Legislation and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working:</p> <ul style="list-style-type: none"> <li>- in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</li> </ul> <p><b>Maintenance</b> Operative care of hand tools and/or portable power tools and ancillary equipment.</p>

**Unit No. HWGS01 : Remove Hazardous Waste**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– identify hazardous waste</li> <li>- apply handling techniques for different hazardous waste</li> <li>– store different hazardous wastes</li> <li>– remove hazardous waste from site</li> <li>– use hand tools, power tools and equipment</li> <li>– work at height</li> <li>– <b>work in confined spaces</b></li> <li>– use access equipment.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with the <b>removal of hazardous waste</b>.</p>
<p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p>	<p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations.</p> <p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul>
<p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p>	<p><b>Programme</b></p> <p>Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b></p> <p>Against damage from general workplace activities, other occupations, <b>members of the public</b> and adverse weather conditions.</p>

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**Unit No. HWGS01 : Remove Hazardous Waste**

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<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b> You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b> The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Resources</b> Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist: – containers – hand and powered tools and equipment.</p> <p>Methods of calculating quantity, length, area and wastage associated with the procedure to <b>remove hazardous waste</b>.</p> <p><b>Security procedures</b> Workplace, company and operative.</p>

**Unit No. HWGS02 (11/05)**

**(CL03)**

**Remove Non-Hazardous Waste**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment **required to remove non-hazardous waste**
- **collecting, sorting, storing and removing non-hazardous waste??**

Performance Criteria	Scope of Performance
You must be able to:	
1. Interpret information relating to the work and resources to confirm its relevance.	Interpretation of <b>method statements</b> , drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2. Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none"> <li>– methods of work</li> <li>– safe use of personal protective equipment (PPE)</li> <li>– safe use of access equipment</li> <li>– safe use and storage of tools and associated equipment.</li> </ul>
3. Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none"> <li>– materials, components and fixings</li> <li>– tools and equipment.</li> </ul>
4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Disposal of waste in accordance with legislation. Minimise damage and maintain a clean work space.

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**Unit No. HWGS02 : Remove Non-Hazardous Waste**

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<b>Performance Criteria (continued)</b> You must be able to:	<b>Scope of Performance (continued)</b>
<p>5. Comply with contract information to carry out the work efficiently to the required specification.</p>	<p>Demonstration of work skills to :</p> <ul style="list-style-type: none"> <li>– quantify, segregate, position, collect, sort, contain, store and secure. ??????</li> </ul> <p>Use and maintain:</p> <ul style="list-style-type: none"> <li>– hand tools</li> <li>– portable power tools</li> <li>– ancillary equipment.</li> </ul> <p>Prepare, sort and store materials defined as non-hazardous waste by current legislation to given working instructions for at least three of the following:</p> <ul style="list-style-type: none"> <li>– rubble</li> <li>– timber</li> <li>– metal</li> <li>– cardboard or paper</li> <li>– plastics</li> <li>– fabrics</li> </ul>
<p>6 Complete the work within the allocated time, in accordance with the programme of work.</p>	<p>Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.</p>

**Unit No. HWGS02 : Remove Non-Hazardous Waste**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with:</p> <ul style="list-style-type: none"> <li>- fires, spillages, injuries</li> <li>- <b>Relating to the occupational activity.</b></li> </ul> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Drawings, <b>method statements</b>, specifications, schedules, manufacturers' information and <b>approved codes of practice.</b></p> <p><b>Legislation and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working:</p> <ul style="list-style-type: none"> <li>- in the workplace, below ground level, at height, in confined spaces ,with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</li> </ul> <p><b>Maintenance</b> Operative care of hand tools and/or portable power tools and ancillary equipment.</p>

**Unit No. HWGS02 : Remove Non-Hazardous Waste**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– ensure sustainability in the build environment including reuse opportunities</li> <li>– restrict environmental effects of waste</li> <li>– identify hazardous waste</li> <li>– identify non-hazardous waste</li> <li>– sort non-hazardous waste</li> <li>– contain non-hazardous waste</li> <li>– identify suitable storage areas</li> <li>– store non-hazardous waste</li> <li>– use hand tools, power tools and equipment</li> <li>– work at height</li> <li>– use access equipment.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with the <b>removal of non-hazardous waste</b>.</p> <p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations.</p> <p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul> <p><b>Programme</b></p> <p>Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b></p> <p>Against damage from general workplace activities, other occupations, <b>members of the public</b> and adverse weather conditions.</p>

**Unit No. HWGS02 : Remove Non-Hazardous Waste**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b> You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b> The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Resources</b> Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist:  <ul style="list-style-type: none"> <li>– containers</li> <li>– hand and powered tools and equipment.</li> <li>– Storage equipment and areas.</li> </ul> <p>Methods of calculating quantity, length, area and wastage associated with the procedure to remove non-hazardous waste.</p> <p><b>Security procedures</b> Workplace, company and operative.</p> </p>

**Unit No. HWGS 03 (12/05)**

**(CL03)**

**Install and Remove Licensed Asbestos Enclosure or Containment Area**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- preparing, **setting up and dismantling enclosures or containment areas for the removal of licensed asbestos materials**

Performance Criteria	Scope of Performance
You must be able to:	
1 Interpret information relating to the work and resources to confirm its relevance.	Interpretation of <b>method statements</b> , drawings, specifications, schedules, manufacturers' information, related to the work to be carried out.
2. Comply with relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least one of the following: <ul style="list-style-type: none"> <li>– methods of work</li> <li>– safe use of personal protective equipment (PPE)</li> <li>– safe use of access equipment</li> <li>– safe use and storage of tools and associated equipment.</li> </ul>
3. Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none"> <li>– materials, components and fixings</li> <li>– tools and equipment.</li> <li>- specialist PPE</li> </ul>
4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage.  Disposal of waste in accordance with legislation.  Minimise damage and maintain a clean work space.

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**Unit No. *HWGS03:*                    *Install and Remove Licensed Asbestos Enclosure or Containment Areas***

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**Performance Criteria (continued)**

**Scope of Performance (continued)**

You must be able to:

5. Comply with contract information to carry out the work efficiently to the required specification.

Demonstration of work skills to :  
– measure, mark out, fit, **set up**, position, **erect**, secure, **inspect, maintain, test, dismantle** and remove

Use and maintain:

- hand tools
- portable power tools
- ancillary equipment
- test equipment
- electrical isolators

Install, maintain and remove to given working instructions **for one or more of the following:**

- Enclosure area for the removal of licensed asbestos
- Containment area for the removal of licensed asbestos

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6. Complete the work within the allocated time, in accordance with the programme of work.

Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

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**Unit No. HWGS03: Install and Remove Licensed Asbestos Enclosure or Containment Areas**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – <b>relating to the occupational activity.</b></p> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Drawings, <b>method statements</b>, specifications, schedules, manufacturers' information, regulations and <b>approved codes of practice.</b></p> <p><b>Legislation and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p><b>Maintenance</b> Operative care of hand tools and/or portable power tools, ancillary equipment, <b>enclosure and containment area test equipment.</b></p>

**Unit No. HWGS03: Install and Remove Licensed Asbestos Enclosure or Containment Areas**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– install, maintain and remove enclosure areas for the removal of licensed asbestos</li> <li>– install, maintain and remove work areas and transit routes</li> <li>– install and remove hygiene units</li> <li>– install, maintain, run and remove airlocks, bag locks and negative pressure units</li> <li>– read voltmeters and pressure gauges</li> <li>– position clear viewing panels</li> <li>– damp down, clean, clear, seal and remove deposits or dust containing asbestos</li> <li>– use inspection equipment</li> <li>– conduct enclosure integrity tests</li> <li>– use hand tools, power tools and equipment</li> <li>– work at height</li> <li>– use access equipment.</li> </ul> <p>Team work, <b>witnessing requirements</b> and communication.</p> <p>Needs of other occupations associated with <b>licensed asbestos removal enclosure or containment areas</b>.</p> <p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations:</p> <ul style="list-style-type: none"> <li>– use <b>and maintenance of respiratory equipment</b></li> <li>– <b>use of specialist PPE garments</b></li> </ul>

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**Unit No. *HWGS03: Install and Remove Licensed Asbestos Enclosure or Containment Areas***

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<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Problems</b> Those arising from information, resources and methods of work: – own authority to rectify – organisational reporting procedures.</p> <p><b>Programme</b> Types of progress charts, timetables and estimated times. Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b> Against damage from general workplace activities, other occupations, <b>members of the public</b> and adverse weather conditions.</p> <p><b>Resources</b> Materials, components and equipment relating to types, quantity, quality and sizes of standard and specialist: – decontamination units – controlled wet stripping materials and equipment – sheet materials, tapes, ties or adhesives – removal materials and equipment – hand and powered tools and equipment. – test equipments</p> <p>Methods of calculating quantity, length and area associated with the procedure to install and remove licensed enclosures or containment areas.</p> <p><b>Security procedures</b> Workplace, company and operative.</p>

**Unit No. VR 01 (01/03)**

**(C1.1)**

**Conform to General Workplace Safety**

**Description:**

This unit, in the context of your occupation and work environment, is about:

- awareness of relevant current statutory requirements and official guidance
- personal responsibilities relating to workplace safety, wearing appropriate personal protective equipment (PPE) and compliance with warning/safety signs
- personal behaviour in the workplace
- security in the workplace

<b>Performance Criteria</b>	<b>Scope of Performance</b>
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1. Identify hazards associated with the workplace and record and report in accordance with organisational procedure.	Hazards, associated with the workplace and occupations at work, are recorded and/or reported.
2. Comply with all workplace safety legislation requirements at all times.	Safe use of general personal protective equipment (PPE) when in the work environment, in accordance with legislation and/or organisational requirements.  Adherence to statutory requirements and/or safety notices and warning signs displayed in the workplace.  <i>Safe use of fire extinguishers, as appropriate to the fire.</i>
3. Comply with and maintain all organisational security arrangements and approved procedures.	Organisational procedures for maintaining the security of the workplace: – during the working day – on completion of the day’s work – from unauthorised personnel (other operatives and/or the general public) – from theft.
4. Comply with all emergency procedures in accordance with organisational policy.	<i>Organisational procedures in case of accident and/or fire.</i>

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**Unit No. VR 01: Conform to General Workplace Safety**

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<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i></p> <p><i>Identification of hazards</i></p> <p>The <b>hazards</b> associated with the occupational area.</p> <p>The method of <b>reporting</b> hazards in the workplace.</p> <p><i>Performance Criteria 2</i></p> <p><i>Workplace safety</i></p> <p>What safety legislation <b>notices</b> are relevant to the occupational area.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p> <p><i>Performance Criteria 3</i></p> <p><i>Security arrangements</i></p> <p>How <b>security</b> arrangements are implemented in the workplace.</p> <p><i>Performance Criteria 4</i></p> <p><i>Emergency procedures</i></p> <p>What the organisational <b>emergency procedures</b> are.</p> <p>What the types of <b>fire extinguishers</b> are and how they are used.</p>	<p><b>Emergency procedures</b></p> <p>In accordance with organisational requirements:</p> <ul style="list-style-type: none"> <li>– accidents and emergencies associated with the type of work being undertaken and the work environment.</li> </ul> <p><b>Fire extinguishers</b></p> <p>Water, CO<sub>2</sub>, foam, powder, vaporising liquid and their uses.</p> <p><b>Hazards</b></p> <p>Associated with the occupational area:</p> <ul style="list-style-type: none"> <li>– resources, workplace, environment, substances, equipment, obstructions, storage, services and work activities.</li> </ul> <p><b>Notices</b></p> <p>Statutory requirements and/or official guidance for the occupation and the work area.</p> <p><b>Personal protective equipment (PPE)</b></p> <p>As required for the general work environment:</p> <ul style="list-style-type: none"> <li>– e.g. helmet, ear defenders, overalls, safety footwear and high visibility vests/ jackets.</li> </ul> <p><b>Reporting</b></p> <p>Organisational recording procedures and statutory requirements.</p> <p><b>Security</b></p> <p>Organisational procedures relating to the general public, site personnel and resources</p>

**Unit No. VR 02 (01/03)**

(C1.2)

**Conform to Efficient Work Practices**

**Description:**

This unit, in the context of your occupation and work environment, is about:

- interpreting information
- planning and carrying out productive, efficient working practices
- working with others or as an individual

<b>Performance Criteria</b>	<b>Scope of Performance</b>
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i> .
1. Communicate with others to establish productive work relationships.	Communication with colleagues/clients to ensure that the work is carried out efficiently.
2. Follow organisational procedures to maintain good work relationships.	Procedures and use of resources, allocation of work and method of work.  Work carried out in conjunction with others.
3. Maintain records in accordance with the organisational procedures.	Documentation required by the organisation is completed.

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**Unit No. VR 02: Conform to Efficient Work Practices**

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<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i></p> <p><i>Communicate with others</i></p> <p>The methods of <b>communication</b> with other workplace personnel and/or client.</p> <p><i>Performance Criteria 2</i></p> <p><i>Work relationships</i></p> <p>How organisational <b>procedures</b> are applied to maintain good work <b>relationships</b>.</p> <p><i>Performance Criteria 3</i></p> <p><i>Maintain records</i></p> <p>How to maintain <b>documentation</b> in accordance with organisational procedures.</p>	<p><b>Communication</b></p> <p>Written, oral and electronic.</p> <p><b>Documentation</b></p> <p>Job cards, worksheets, material/resources lists and time sheets.</p> <p><b>Procedures</b></p> <p>Use of resources for own and other's work requirements. Allocation of appropriate work to employees. Organisation of work sequence.</p> <p><b>Relationships</b></p> <p>Individuals, workplace groups (client and/or operative, operative and line management, own occupation and allied occupations).</p>

**Unit No. VR 03 (01/03)**  
**Move and Handle Resources**

(C1.3)

**Description:**

This unit, in the context of your occupation and work environment, is about:

- following instructions
- adopting safe and healthy working practices
- selecting materials, components and equipment
- handling, moving and storage of materials and components by manual procedures and lifting aids

Performance Criteria	Scope of Performance
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b> .
1. Comply with the given information to move and store resources to maintain safe work practices.	<p>Safe use of personal protective equipment (PPE) to carry out the activity, in accordance with legislation and/or organisational requirements.</p> <p>Safe use and storage of lifting aids and equipment.</p> <p><b><i>Safe use of fire extinguishers, as appropriate to the fire.</i></b></p>
2. Select the resources to be stored and ensure they conform to the given information.	<p>Selection of resources to be moved and/or stored:</p> <ul style="list-style-type: none"> <li>– own work and that of the team</li> <li>– materials, components and fixings</li> <li>– tools and equipment.</li> </ul>
3. Comply with the given information to prevent damage to the product and surrounding environment.	<p>Protection of the product and its surrounding area from damage.</p> <p>Disposal of waste packaging in accordance with legislation.</p> <p>Minimise damage and maintain a clean work space.</p>

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**Unit No. VR 03:      Move and Handle Resources**

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**Performance Criteria**

You must be able to:

**Scope of Performance**

Evidence must be work-based, simulation alone is only allowed where shown in ***bold italics***.

4. Comply with the given product information to carry out the work efficiently to the required guidance.

Work skills to:

- move, position, secure and use lifting aids and kinetic lifting techniques.

Handle and store occupational resources to meet product information and/or organisational requirements relating to:

- sheet material
  - loose material
  - bagged or wrapped material
  - fragile material
  - components
  - liquid material.
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**Unit No. VR 03: Move and Handle Resources**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>The types of <b>fire extinguishers</b> and how and when they are used.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings. What the accident reporting procedures are and who is responsible for making the reports.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries etc.</p> <p><b>Fire extinguishers</b> Water, CO<sub>2</sub>, foam, powder and their uses.</p> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Technical, product and regulatory: – oral, written, graphical presentation.</p>
<p><i>Performance Criteria 2</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be handled and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p>	<p><b>Legislation and official guidance</b> This relates to the operative's understanding of potential accidents and health hazards when working: – on site, below ground level, at height, with tools and equipment, with materials and manual handling.</p> <p><b>Methods of work</b> Application of knowledge for safe work practices, procedures, skills and transference of competence for: – manual handling and storage – maintenance of lifting aids.</p> <p>Needs of other occupations associated with the resources.</p> <p><b>Personal protective equipment (PPE)</b> Occupational use, types, purpose of each type and work situations.</p>

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**Unit No. VR 03: Move and Handle Resources**

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<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i></p> <p><i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 4</i></p> <p><i>Comply with product information</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p>	<p><b>Protect work</b></p> <p>Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul> <p><b>Resources</b></p> <p>Types, quantity, quality and sizes of standard and specialist:</p> <ul style="list-style-type: none"> <li>– materials, components, fixings, fittings and ancillary items</li> <li>– hand and/or powered tools and equipment</li> <li>– internally or externally supplied.</li> </ul> <p><b>Security procedures</b></p> <p>Site, workshop/workplace, company and operative.</p>

**Unit No. VR 250 (11/04)**

**(C2.3.4)**

**Erect and Dismantle Access/Working Platforms**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting and preparing materials, components and associated equipment
- providing protection to the work area
- erecting and dismantling access equipment suitable for the work operations

<b>Performance Criteria</b>	<b>Scope of Performance</b>
<p>You must be able to:</p>	<p>Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b>.</p>
<p>1. Interpret the given information relating to the work and resources to confirm its relevance.</p>	<p>Interpretation of specifications, current regulations, risk assessment(s) and/or method statements and manufacturers' information related to the work to be carried out.</p>
<p>2. Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices.</p>	<p>Safe use of personal protective equipment (PPE) and access equipment to carry out the activity, in accordance with current legislation and/or organisational requirements.</p> <p>Safe use and storage of tools and equipment.</p>
<p>3. Select the required quantity and quality of resources for the methods of work.</p>	<p>Selection of resources associated with own work:</p> <ul style="list-style-type: none"> <li>– materials and components</li> <li>– tools and equipment.</li> </ul>
<p>4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.</p>	<p>Protection of the work and its surrounding area from damage.</p> <p>Maintain a clean work space.</p>

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**Unit No. VR 250: Erect and Dismantle Access/Working Platforms**

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**Performance Criteria (continued)**

You must be able to:

**Scope of Performance (continued)**

Evidence must be work-based, simulation alone is only allowed where shown in ***bold italics***.

5. Comply with the given contract information to carry out the work efficiently to the required specification.

Work skills to:

- move, position/erect, secure, check, dismantle and remove.

Use and maintain:

- tools and ancillary equipment.

Erect, dismantle and store any two from the following access equipment to given access regulations:

- ladders
- stepladders/platform steps
- proprietary towers
- trestle platforms
- mobile scaffold towers (tube and fitting)
- proprietary staging/podiums.

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6. Complete the work within the allocated time, in accordance with the programme of work.

Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

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**Unit No. VR 250: Erect and Dismantle Access/Working Platforms**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i></p> <p><i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i></p> <p><i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the reports.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – injuries.</p> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Specifications, current legislation, risk assessments, method statements and manufacturers' information.</p> <p><b>Legislation and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, in confined areas, at height, with tools and equipment, to move/store materials by manual handling.</p> <p><b>Maintenance</b> Operative care of tools and ancillary equipment.</p> <p><b>Methods of work</b> Application of knowledge for safe work practices, procedures, skills and transference of competence to: – provide protection to the work area – establish a base for equipment – erect proprietary access equipment to manufacturer's instructions suitable for the work – erect non-proprietary access equipment suitable for the work – place protective screens and notices – check/monitor equipment during the period of use – dismantle and store access equipment – use tools and equipment.</p> <p>Team work and communication.</p> <p>Needs of other occupations associated with erecting and dismantling access equipment.</p>

**Unit No. VR 250: Erect and Dismantle Access/Working Platforms**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p> <p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Personal protective equipment (PPE)</b> Occupational use, types, purpose of each type and work situations.</p> <p><b>Problems</b> Those arising from information, resources and methods of work: – own authority to rectify – organisational reporting procedures.</p> <p><b>Programme</b> Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b> Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p><b>Resources</b> Materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist: – ladders – stepladders/platform steps – trestles – proprietary staging/podiums – proprietary towers – tubes and fittings – protective workplace materials – tools and ancillary equipment.</p> <p>Methods of calculating quantity of equipment required associated with the method/procedure to erect and dismantle access equipment.</p> <p><b>Security procedures</b> Site, workplace, company and operative.</p>

**Unit No. VR 360 (01/05)**

(C1.4)

**Establish Work Area Protection and Safety**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components and equipment
- determining the protection and safety requirements
- preparing, providing for and maintaining the protection and safety of the occupational area of work

Performance Criteria	Scope of Performance
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b> .
1. Interpret the given information relating to the work and resources to confirm its relevance.	Interpretation of drawings, plans, method statements, specifications, schedules, site inspections, manufacturers' information, related to the work to be carried out.
2. Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices.	Safe use of personal protective equipment (PPE) to carry out the activity, in accordance with legislation and/or organisational requirements.  Safe use and storage of tools and equipment.
3. Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: – materials, components and fixings – tools and equipment.
4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage.  Disposal of waste in accordance with legislation.  Minimise damage and maintain a clean work space.

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**Unit No. VR 360: Establish Work Area Protection and Safety**

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<b>Performance Criteria (continued)</b>	<b>Scope of Performance (continued)</b>
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b> .
5. Comply with the given contract information to carry out the work efficiently to the required specification.	Work skills to: – measure, set out, position, assemble, construct, secure and dismantle.  Use and maintain: – hand tools – portable power tools – ancillary equipment.  Install, maintain and remove temporary protection and safety arrangements of the work area, to contractor’s working instructions, relating to: – barriers/temporary structures – protection and safety notices – safety lighting.
6. Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. VR 360: Establish Work Area Protection and Safety**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i></p> <p><i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i></p> <p><i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupational area.</p> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Drawings, specifications, plans, method statement, schedules, site inspections, manufacturers' information and regulations governing buildings.</p> <p><b>Legislation and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p><b>Maintenance</b> Operative care of hand tools and/or portable power tools and ancillary equipment.</p>

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**Unit No. VR 360: Establish Work Area Protection and Safety**

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<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– plan for the protection and the safety of the work and surrounding environment</li> <li>– install and maintain the protection and safety of the work and surrounding environment</li> <li>– remove protection and safety arrangements from the work area</li> <li>– use hand tools, power tools and equipment.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with providing for and maintaining the protection and safety of the work area.</p>
<p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance</b> of tools and equipment is carried out.</p>	<p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations.</p> <p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul> <p><b>Programme</b></p> <p>Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p>

**Unit No. VR 360: Establish Work Area Protection and Safety**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Protect work</b> Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p><b>Resources</b> Materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist:</p> <ul style="list-style-type: none"> <li>– safety and security barriers</li> <li>– protection and safety notices</li> <li>– temporary structures</li> <li>– signs and lighting</li> <li>– hand and/or powered tools and equipment.</li> </ul> <p>Methods of calculating quantity, length and area.</p> <p><b>Security procedures</b> Site, workplace, company and operative</p>

**Unit No. VR 392 (04/05)**  
**Operate Plant or Machinery for Accessing**

(C2.4.2)

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting and/or using materials, components and equipment with the plant or machinery operations
- setting up, operating and shutting down plant or machinery for accessing

<b>Performance Criteria</b>	<b>Scope of Performance</b>
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b> .
1. Interpret the given operating information relating to the use of plant or machinery and confirm its relevance.	Interpretation of drawings, specifications, schedules, method statements, manufacturers' information, related to the plant or machinery operations and the work to be carried out.
2. Organise with others the sequence in which the work is to be carried out.	<p>Organisation of own work.</p> <p>Communication with team members and other associated occupations about the plant or machinery operation and the work to be carried out.</p>
3. Comply with the relevant, current legislation, special legal status documents, official guidance and organisational procedures to maintain safe work practices.	<p>Avoid hazards by following given safety information, including the use of personal protective equipment (PPE) to carry out the activity in accordance with legislation, Approved Codes of Practice and/or organisational requirements.</p> <p>Safe use and storage of plant, machinery, tools and equipment.</p>
4. Request resources to sustain plant or machinery operations to complete the programme of work.	Follow organisational procedures for the requisition of consumables, materials and other resources.

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**Unit No. VR 392: Operate Plant or Machinery for Accessing**

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<b>Performance Criteria (continued)</b>	<b>Scope of Performance (continued)</b>
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b> .
5. Select plant or machinery resources for the methods of work and operations to be carried out.	Selection of resources associated with own work: – tools and ancillary equipment and/or accessories.
6. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage.  Disposal of waste in accordance with legislation.  Minimise damage and maintain a clean work space.
7. Comply with the given contract information to carry out the work efficiently to the required specification.	Work skills to: – check, adjust, communicate, manoeuvre, position, access and set down.  Use and maintain: – hand tools – ancillary equipment and and/or accessories.  Operate plant or machinery for accessing to given working instructions relating to ONE of the following categories of plant or machinery: – mobile elevated working platforms – mast climbers.  Shut down and secure plant or machinery.
8. Complete the work within the allocated time, in accordance with the programme of work.	Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

**Unit No. VR 392: Operate Plant or Machinery for Accessing**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Organise with others</i></p> <p><b>Communication</b> of ideas between team members.</p> <p>Organisation of <b>resources</b> in conjunction with the progress of work.</p> <p><b>Skills</b> required to carry out the work.</p> <p><i>Performance Criteria 3</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation, Approved Codes of Practice and official guidance</b> and how it is applied.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for <i>plant and/or machinery</i>, tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Communication</b> Discussions, sketches and briefings.</p> <p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupational activity.</p> <p><b>Hazards</b> Those identified by method of work, risk/COSHH assessments, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Drawings, specifications, schedules, method statements, manufacturers' information and regulations governing the operation of plant or machinery for accessing.</p> <p><b>Legislation, Approved Codes of Practice and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p> <p><b>Maintenance</b> Operative care of plant or machinery, hand tools and ancillary equipment.</p>

**Unit No. VR 392: Operate Plant or Machinery for Accessing**

<b>Knowledge and Understanding relating to Performance Criteria (continued)</b>	<b>Scope of Knowledge and Understanding (continued)</b>
<p>You must know and understand:</p>	<p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 4</i> <i>Request resources</i></p> <p>The organisational procedures for requisitioning consumables and other <b>resources</b>.</p> <p><i>Performance Criteria 5</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with plant <b>resources</b> and how defects should be rectified.</p> <p>How the <b>resources</b> should be used and how any <b>problems</b> associated with the <b>resources</b> are reported.</p> <p>The organisational procedures to select <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p> <p><i>Performance Criteria 6</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work, to:</p> <ul style="list-style-type: none"> <li>– identify the characteristics of the plant and machinery appropriate to the accessing operation</li> <li>– carry out performance checks for accessing operation</li> <li>– identify with area of access operation</li> <li>– carry out pre-operational checks for obstructions, stability, of the work and surrounding area</li> <li>– check to avoid damage to structures and utilities service apparatus</li> <li>– position, set up and secure plant or machinery for accessing operations</li> <li>– operate, manoeuvre, position and set down safety and securely</li> <li>– shut down and secure plant or machinery</li> <li>– use hand tools, ancillary equipment and accessories.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with operating plant or machinery for accessing.</p> <p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, types, purpose of each type and work situations.</p> <p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul>

**Unit No. VR 392: Operate Plant or Machinery for Accessing**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 7</i> <i>Meet the contract specification</i></p> <p>How <b>methods of work</b>, to meet the specification, are carried out and <b>problems</b> reported.</p> <p>How <b>maintenance of plant and/or machinery</b>, tools and equipment is carried out.</p> <p><i>Performance Criteria 8</i> <i>Allocated time</i></p> <p>What the <b>programme</b> is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p><b>Programme</b> Types of progress charts, timetables and estimated times.</p> <p>Organisational procedures for reporting circumstances which will affect the work programme.</p> <p><b>Protect work</b> Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p><b>Resources</b> Materials, components and equipment for plant or machinery for accessing relating to types, quantity, quality and sizes of standard and/or specialist: – consumables, lubricants, fuels – attachments and accessing aids – hand tools, ancillary equipment and/or accessories.</p> <p>Methods of calculating weight, bearing, pressure, quantity, length and area associated with the method/procedure to operate plant or machinery for accessing.</p> <p><b>Security procedures</b> Site, workplace, company and operative.</p> <p><b>Skills</b> Own occupation and occupations related to the work.</p>

**Unit No. VR 400 (04/05)**

**(C3.4.37)**

**Operate Specialised Powered Tools and Equipment**

**Description:**

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting and preparing specialised powered tools and/or ancillary equipment
- operating specialised powered tools and equipment

<b>Performance Criteria</b> You must be able to:	<b>Scope of Performance</b> Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b> .
1. Interpret the given information relating to the work and use of powered tools and equipment to confirm its relevance.	Interpretation of drawings, specifications, risk assessments, method statements, legislation, Codes of Practice, operating instructions and manufacturers' information, related to the work to be carried out.
2. Comply with the relevant, current legislation, special legal status documents, official guidance and organisational procedures to maintain safe work practices.	Avoid hazards by following given safety information, including the use of personal protective equipment (PPE) to carry out the activity in accordance with legislation, Approved Codes of Practice and/or organisational requirements.  Safe use and security of powered tools and equipment.  <b><i>Safe use of fire extinguishers, as appropriate to the fire.</i></b>
3. Request resources to sustain powered tools and/or equipment operations to complete the programme of work.	Request resources to sustain powered tools and/or equipment associated with own work: – fuel/power source – lubricants – consumables.
4. Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage.  Disposal of waste in accordance with legislation.  Minimise damage and maintain a clean work space.

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**Unit No. VR 400: Operate Specialised Powered Tools and Equipment**

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Performance Criteria (continued)	Scope of Performance (continued)
You must be able to:	Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b> .
5. Carry out pre-use preparation inspections on powered tools and/or equipment in accordance with given procedures.	<p>Work skills to:</p> <ul style="list-style-type: none"> <li>– measure, align, assemble, fit, level, position, check, secure, connect and adjust.</li> </ul> <p>Use and maintain:</p> <ul style="list-style-type: none"> <li>– power units</li> <li>– tools</li> <li>– ancillary equipment.</li> </ul> <p>Prepare the power unit tool(s) and/or ancillary equipment to given working instructions.</p>
6. Operate powered tools and/or equipment in accordance with safe working practices to achieve the work outcome.	<p>Work skills to:</p> <ul style="list-style-type: none"> <li>– start, stop, replenish, control and clean.</li> </ul> <p>Use and maintain:</p> <ul style="list-style-type: none"> <li>– power units</li> <li>– tools</li> <li>– ancillary equipment.</li> </ul> <p>Operate and monitor power unit and associated equipment to given working instructions, relating to:</p> <ul style="list-style-type: none"> <li>– continual running</li> <li>– closing down</li> <li>– cleaning.</li> </ul> <p>Return powered tools and equipment to a safe operational condition on completion of work.</p> <p>Disassemble power unit, tools and ancillary equipment.</p>

**Unit No. VR 400: Operate Specialised Powered Tools and Equipment**

<p><b>Knowledge and Understanding relating to Performance Criteria</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The operating <b>information</b> and legislation appropriate to the <i>powered tools and/or equipment</i>.</p> <p>The organisational procedures developed to report and rectify inappropriate <b>information</b> and unsuitable <b>resources</b>, and how they are implemented.</p> <p>The types of <b>information</b>, their source and how they are interpreted.</p> <p>The organisational procedures to solve <b>problems</b> with the <b>information</b> and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of <b>information</b> for relevant, current <b>legislation and official guidance</b> and how it is applied.</p> <p>The types of <b>fire extinguishers</b> and how and when they are used.</p> <p>How <b>emergencies</b> should be responded to and who should respond.</p> <p>The organisational <b>security procedures</b> for <i>powered tools and/or equipment</i> and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why and when <b>personal protective equipment (PPE)</b> should be used.</p>	<p><b>Disposal of waste</b> Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p><b>Emergencies</b> Operative's response to situations in accordance with organisational authorisation and personal skills when involved with: – fires, spillages, injuries – relating to the occupational activity.</p> <p><b>Fire extinguishers</b> Water, CO<sub>2</sub>, foam, powder and their uses.</p> <p><b>Hazards</b> Those identified by method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p><b>Information</b> Drawings, specifications, risk assessments, method statements, legislation, Codes of Practice, manufacturers' information and operating instructions.</p> <p><b>Legislation and official guidance</b> This relates to the operative's understanding of their responsibilities regarding current legislation whilst working: – in the workplace, below ground level, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.</p>

**Unit No. VR 400: Operate Specialised Powered Tools and Equipment**

<p><b>Knowledge and Understanding relating to Performance Criteria (continued)</b></p> <p>You must know and understand:</p>	<p><b>Scope of Knowledge and Understanding (continued)</b></p> <p>The knowledge and understanding evidence should relate to the occupational area being assessed.</p>
<p><i>Performance Criteria 3</i> <i>Request resources</i></p> <p>The organisational procedures for requisitioning consumables and other <b>resources</b>, why they have been developed and how they are used.</p> <p>The <b>hazards</b> associated with the <b>resources</b> and <b>methods of work</b> and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to <b>protect work</b> from damage and the purpose of protection.</p> <p>Why <b>disposal of waste</b> should be carried out safely and how it is achieved.</p>	<p><b>Methods of work</b></p> <p>Application of knowledge for safe work practices, procedures, skills and transference of competence, relating to the area of work and materials used, to:</p> <ul style="list-style-type: none"> <li>– prepare, position and set up for work</li> <li>– secure accessories and tool attachments</li> <li>– carry out pre-use checks to manufacturers' and suppliers' information/procedures</li> <li>– operate, use and control</li> <li>– monitor and maintain</li> <li>– close down and secure</li> <li>– disassemble</li> <li>– transport and/or store.</li> </ul> <p>Team work and communication.</p> <p>Needs of other occupations associated with operating power units, tools and/or equipment.</p> <p><b>Personal protective equipment (PPE)</b></p> <p>Occupational use, type, purpose of each type and work situations.</p>
<p><i>Performance Criteria 5</i> <i>Pre-use preparation</i></p> <p>The <b>methods of work</b> for pre-use checks needed before operating <i>powered tools and/or equipment</i>.</p> <p>The <b>method of work</b> preparation required before using <i>powered tools and/or equipment</i>.</p> <p><i>Performance Criteria 6</i> <i>Use of tools and equipment</i></p> <p>How <b>methods of work</b> are carried out and <b>problems</b> reported.</p>	<p><b>Problems</b></p> <p>Those arising from information, resources and methods of work:</p> <ul style="list-style-type: none"> <li>– own authority to rectify</li> <li>– organisational reporting procedures.</li> </ul> <p><b>Protect work</b></p> <p>Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p><b>Resources</b></p> <p>Materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist:</p> <ul style="list-style-type: none"> <li>– power source/fuels</li> <li>– consumables/lubricants.</li> </ul> <p><b>Security procedures</b></p> <p>Site, workplace, company and operative.</p>