



## **Level 2 Diploma in Construction Operations (Construction)**

### **Qualification Specification**

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## Introduction

The aim of this qualification is to equip learners with the knowledge and understanding associated with the job role of plant operative. The qualification is appropriate for apprentices on the Construction Civil Engineering (Plant Operations) Apprenticeship Framework.

The awarding organisation for this qualification is ProQual Awarding Body and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual). The specification for these qualifications has been approved by the Welsh Government for use by centres in Wales and by the Council for the Curriculum Examinations and Assessment (CCEA) for use by centres in Northern Ireland.

This qualification has been accredited onto the Regulated Qualifications Framework (RQF).

## Qualification Profile

Qualification title	<b>ProQual Level 2 Diploma in Construction Operations (Construction)</b>
Ofqual qualification number	601/7106/6
Level	Level 2
Total qualification time	380 hours
Guided learning hours	331
Assessment	Pass or fail Internally assessed and verified by centre staff External quality assurance by ProQual verifiers
Qualification start date	1/9/15
Qualification end date	

## Entry Requirements

There are no formal entry requirements for this qualification.

Centres should carry out an **initial assessment** of candidate skills and knowledge to identify any gaps and help plan the assessment.

## Qualification Structure

Candidates must achieve 38 credits:

- 10 credits from the Mandatory units
- A minimum of 20 credits from Optional Group B
- A minimum of 8 credits from Optional Group C

Mandatory Units				
Unit Reference Number	Unit Title	Unit Level	Credit Value	GLH
L/503/4252	Workplace health, safety and welfare	2	4	40
R/503/4253	Conform to productive working practices	2	4	40
D/503/4384	Set out secondary dimensional work controls	2	2	20
Optional Group B Units				
Unit Reference Number	Unit Title	Unit Level	Credit Value	GLH
A/503/4280	Install road drainage	2	8	80
D/503/4305	Lay domestic drainage	2	8	80
D/503/4322	Reinstate ground conditions	2	8	80
H/503/4306	Lay kerbs and channels	2	4	40
K/503/4307	Lay modular pavement	2	8	80
R/503/4270	Form concrete structures	2	8	80
Optional Group C Units				
Unit Reference Number	Unit Title	Unit Level	Credit Value	GLH
D/503/4269	Excavate holes and trenches	2	4	40
F/503/4281	Install street ironwork	2	4	40
F/503/4314	Provide temporary excavation support	2	8	80
H/503/4323	Search for underground services	2	2	20
J/503/4282	Lay and finish concrete	2	8	80
L/503/4302	Prepare and operate machinery to receive and transport loads	2	6	60
M/503/4258	Arrange and secure loads	2	8	80
M/503/4311	Operate a powered tool and equipment	2	2	20
M/503/4325	Sign, light and guard the work area	2	4	40
Y/503/4271	Guide moving loads or machinery	2	8	80
Y/503/4299	Prepare and operate machinery to compact materials	2	6	60
Y/503/4321	Sling and signal the movement of loads	2	6	60

## Centre Requirements

Centres must be approved to offer this qualification. If your centre is not approved please complete and submit form **ProQual Additional Qualification Approval Application**.

### Staff

Staff delivering this qualification must be appropriately qualified and occupationally competent.

### Assessors/Internal Quality Assurance

For each competence-based unit centres must be able to provide at least one assessor and one internal quality assurance verifier who are suitably qualified for the specific occupational area. Assessors and internal quality assurance verifiers for competence-based units or qualifications will normally need to hold appropriate assessor or verifier qualifications, such as:

- Award in Assessing Competence in the Work Environment
- Award in Assessing Vocationally Related Achievement
- Certificate in Assessing Vocational Achievement
- Award in the Internal Quality Assurance of Assessment Processes and Practices
- Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices

## Support for Candidates

Materials produced by centres to support candidates should:

- enable them to track their achievements as they progress through the learning outcomes and assessment criteria;
- provide information on where ProQual's policies and procedures can be viewed;
- provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence

## Assessment

Candidates must demonstrate the level of knowledge described in the unit. Assessment is the process of measuring a candidate's knowledge and understanding against the standards set in the qualification.

Assessment guidance is included to assure consistency.

Each candidate is required to produce evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit.

Evidence can include:

- assignments/projects/reports
- worksheets
- portfolio of evidence
- record of oral and/or written questioning
- candidate test papers

**Learning outcomes** set out what a candidate is expected to know, understand or be able to do.

**Assessment criteria** specify the standard a candidate must meet to show the learning outcome has been achieved.

*Learning outcomes and assessment criteria for this qualification can be found from page 8.*

## Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made in centres are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

## Adjustments to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of candidates. ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

## Results Enquiries and Appeals

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

## Certification

Candidates who achieve the required credits for qualifications will be awarded:

- A certificate listing the unit achieved with its related credit value, and
- A certificate giving the full qualification title -

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### Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the required number of credits for a qualification. All certificates will be issued to the centre for successful candidates.

### Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement certificates.

## Learning Outcomes and Assessment Criteria

### Unit L/503/4252

### Workplace health, safety and welfare

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Understand health, safety and welfare requirements	1.1	State the role of the Health and Safety Executive
		1.2	Give examples of how induction, briefings and application of prior training can avoid risks in the workplace
		1.3	Explain why it is important to take individual responsibility for health, safety and welfare
		1.4	Explain the impact that behaviour can have on own and others' health and safety
		1.5	State the importance of health, safety and control equipment
		1.6	Explain why changing circumstances can create hazards
2	Understand the organisation's approach to health, safety and welfare	2.1	Outline the health, safety and welfare legislation that applies to the work area
		2.2	Outline the organisational policies and procedures for health, safety and welfare
		2.3	List the hazards associated with the work area
		2.4	Outline the organisation's requirements for dealing with accidents and emergencies in the work environment
		2.5	State procedures for evacuation, including safe exit procedures
		2.6	State methods of reporting hazards in the work area
		2.7	State procedures for complying with control measures identified by risk assessments



Learning Outcome - The learner will:	Assessment Criterion - The learner can:
3 Understand risk control in the workplace	2.8 Outline the security arrangements in the work area 3.1 List the notices and warning signs associated with the work environment 3.2 List the health and safety control equipment in the work area 3.3 State when control equipment should be used 3.4 State the purpose of Personal Protective Equipment (PPE) 3.5 State work situations where Respiratory Protective Equipment (RPE) is used 3.6 State work situations where Local Exhaust Ventilation (LEV) is used 3.7 List the different types of fire extinguisher in the workplace 3.8 Give examples of situations when different types of fire extinguisher should be used
4 Confirm health and safety requirements in the workplace	4.1 Interpret work instructions to maintain safe systems of work 4.2 Take part in discussions with others to identify safe systems of work 4.3 Provide feedback on health, safety and welfare policies 4.4 Report hazards as they are identified
5 Work in accordance with health and safety requirements	5.1 Store equipment in designated areas 5.2 Ensure equipment is secured appropriately when stored 5.3 Dispose of waste in required receptacles, including those for reuse or recycling

**Learning Outcome - The learner will:****Assessment Criterion - The learner can:**

- 5.4 Use safety control equipment according to instructions, induction and prior training
- 5.5 Follow the requirements of safety notices and warning signs, as directed
- 5.6 Comply with control measures as identified by risk assessments and safe symbols of work

## Unit R/503/4253

### Conform to productive work practices

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know how to work productively in the workplace	1.1	Explain why it is important to be productive in the workplace
		1.2	State the procedures that must be followed in the workplace
		1.3	List the documentation that must be maintained by the organisation including job cards, worksheets, material/resources lists and timesheets
		1.4	State the importance of maintaining accurate, up to date records
2	Understand low/zero carbon outcomes	2.1	Explain why zero/low carbon production is desirable
		2.2	Describe the contribution that the built environment makes to carbon production
		2.3	Explain how zero/low carbon production can be achieved in the built environment
3	Understand equality and diversity in the workplace	3.1	State the legislation that protects equality and diversity in the workplace
		3.2	Explain why equality and diversity in the workplace is important
4	Know how to communicate with others	4.1	Describe ways of communicating with others that encourages cooperation
		4.2	Outline the methods of communication used in the workplace
		4.3	State the information needs of the customer, line manager, own occupation and allied trades
5	Work productively in the workplace	5.1	Interpret procedures to plan a productive sequence of work
		5.2	Plan a sequence of work which is productive and sets out the use of time and resources

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 5.3 Communicate with others in the work environment to ensure that work is carried out productively
- 5.4 Maintain records as required in the workplace and by the organisation

## Unit D/503/4384

### Set out secondary dimensional work controls

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know the secondary dimensional control requirements for the specified task	1.1 Interpret drawings and work specifications for the task 1.2 Identify the methods of work to be used in accordance with manufacturer's guidelines 1.3 Identify the equipment and resources required including measuring tools and instruments, marking equipment and level and alignment tools 1.4 Identify personal protective equipment (PPE) for the task in accordance with the specification 1.5 State legislative requirements for disposing of waste
2 Know how to conduct pre and post-operational checks of equipment	2.1 Identify potential hazards to avoid during the work 2.2 State how to conduct pre-use safety and functional checks of all equipment 2.3 State procedures for workplace safety and dealing with problems, accidents and emergencies 2.4 State workplace safety and legislative requirements for the task
3 Measure and set out secondary dimensional control requirements to specification	3.1 Measure and set out dimensional control requirements to specification 3.2 Measure, align and level to specification 3.3 Transfer and set out line, angles and levels 3.4 Operate equipment in accordance with manufacturer's guidelines

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.5 Comply with workplace safety and legislative requirements
- 3.6 Dispose of waste in accordance with legislative requirements

## Unit A/503/4280

### Install road drainage

#### Learning Outcome - The learner will:

#### Assessment Criterion - The learner can:

1	Know the requirements for installing road drainage	1.1	Interpret the given drawings and specification for the task
		1.2	State procedures for workplace safety and dealing with problems, accidents and emergencies
		1.3	State legislative requirements for disposing of waste
2	Know how to prepare for installing road drainage	2.1	Identify materials and resources required including pipes, fittings, manholes, inspection chambers, cement, mortar, concrete, sealant and ancillary components
		2.2	Calculate the quantity of components and materials required to meet the specification
		2.3	Identify the hand and/or powered tools and ancillary equipment required
		2.4	Identify personal, protective equipment (PPE) equipment for the task, in accordance with the specification
		2.5	Identify hazards related to road drainage
3	Install drainage components to line and gradient required	3.1	Select personal, protective equipment (PPE) equipment for the task, in accordance with the specification
		3.2	Measure and set out the work area and protect from damage during the task
		3.3	Prepare the ground to receive drainage components
		3.4	Lay drains to gradients and alignment to meet the specification
		3.5	Install pre-cast structures of the drainage system
		3.6	Lay drainage components to specification

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.7 Test the drainage system is complete and operational
- 3.8 Operate hand and/or powered tools and equipment
- 3.9 Comply with workplace safety and legislative requirements for disposing of waste



## Unit D/503/4305

### Lay domestic drainage

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know the requirements for installing domestic drainage	1.1	Interpret drawings and specifications for the task
		1.2	State procedures for workplace safety and dealing with problems, accidents and emergencies
		1.3	State legislative requirements for disposing of waste
2	Know how to prepare for installing domestic drainage	2.1	Give examples of safety and security checks to be conducted on the work environment prior to drainage work
		2.2	Identify the materials and resources required including components, pipes, inspection chambers, sand, cement, aggregate, adhesives and solvents
		2.3	Identify the hand and/or powered tools and equipment required
		2.4	Identify personal protective equipment (PPE) for the task, in accordance with the specification
		2.5	Identify the types of hazards to be aware of during the work
3	Carry out work safely and to specification	3.1	Select personal, protective equipment (PPE) for the task in accordance with the specification
		3.2	Lay new and/or replacement plastic and clay foul and water drainage pipes
		3.3	Position drainage components to required alignment, gradient and falls
		3.4	Install plastic, concrete and brick inspection chambers
		3.5	Test foul and surface water drainage systems
		3.6	Bed drainage components to specification
		3.7	Backfill the work area as required

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.8 Operate hand and/or powered tools and equipment
- 3.9 Comply with workplace safety and legislative requirements for disposing of waste

## Unit D/503/4322

### Reinstate ground conditions

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know the requirements for reinstating ground conditions	1.1	Interpret the given drawings and specification for the task
		1.2	Identify the type of ground surface to be reinstated
		1.3	State procedures for workplace safety and dealing with problems, accidents and emergencies
		1.4	State legislative requirements for disposing of waste
2	Know how to prepare for the reinstatement of ground conditions	2.1	Identify the materials and resources required including flags, blocks, edging, aggregates, cement, black top, top soil and seeds
		2.2	Identify the hand and/or powered tools and equipment required
		2.3	Identify personal protective equipment (PPE) for the task, in accordance with the specification
		2.4	Identify any potential hazards to be aware of during the task
3	Reinstate ground conditions to specification	3.1	Select personal protective equipment (PPE) for the task, in accordance with the specification
		3.2	Prepare the surrounding area to reduce the risk of damage during the task
		3.3	Lay materials to specification
		3.4	Compact materials according to the specification
		3.5	Reinstate hard landscaping of flag, block, concrete and black top surfaces to specification
		3.6	Reinstate cultivated and grassed areas

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.7 Operate hand and/or powered tools and equipment
- 3.8 Maintain a clean and tidy work area during the task
- 3.9 Comply with workplace safety and legislative requirements for disposing of waste

## Unit H/503/4306

### Lay kerbs and channels

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
<p>1 Know how to prepare for the construction of kerbs and channels</p>	<p>1.1 Interpret drawings and specifications for the work</p> <p>1.2 Identify the materials and resources required including sand, cement, aggregates, additives, pre-cast and stone kerbs and channels</p> <p>1.3 Confirm the quantity of materials required</p> <p>1.4 State how to set up pins and lines to the required level</p> <p>1.5 Give examples of tools and equipment used for setting out</p> <p>1.6 State procedures for workplace safety and dealing with problems, accidents and emergencies</p> <p>1.7 State legislative requirements for disposing of waste</p>
<p>2 Know how to set out the work area for the construction of kerbs and channels</p>	<p>2.1 Confirm the type of kerbs and channels to be used</p> <p>2.2 State how to set out the work area</p> <p>2.3 State how to prepare ground and formation</p> <p>2.4 State how to set uplines to the required gradient</p> <p>2.5 State how to transport and stack kerbs and channels</p>
<p>3 Lay kerbs and channels to specification</p>	<p>3.1 Bed kerbs and channels to required specification</p> <p>3.2 Operate hand and/or powered tools and equipment</p> <p>3.3 Comply with workplace safety and legislative requirements</p>

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.4 Dispose of waste in accordance with legislative procedures

## Unit K/503/4307

### Lay modular pavement

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know the requirements for modular paving	1.1	Interpret the given drawings and specification for the task
		1.2	State procedures for workplace safety and dealing with problems, accidents and emergencies
		1.3	State legislative requirements for disposing of waste
2	Know how to prepare and set out for modular paving	2.1	Identify materials and resources required including sand, concrete, blocks, stone sets, bricks and flags
		2.2	Identify hand and/or powered tools and equipment required
		2.3	Calculate the quantity of materials required to meet the specification
		2.4	Identify personal, protective equipment (PPE) for the task, in accordance with the specification
		2.5	Identify the types of hazards to be aware of during the work
3	Lay modular paving	3.1	Select personal, protective equipment (PPE) for the task, in accordance with the specification
		3.2	Measure and set out the work area to specification
		3.3	Prepare ground and base, lay sub-base and set out edge restraints to specification
		3.4	Lay bedding materials and screed to the required level and specification
		3.5	Protect the work from becoming damaged during the task
		3.6	Lay modular block, brick, set and flag, domestic and commercial paving to specification

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.7 Operate hand and/or powered tools and equipment
- 3.8 Compact and seal the paved area
- 3.9 Comply with workplace safety and legislative requirements for disposing of waste



## Unit R/503/4270

### Form concrete structures

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know the requirements for forming concrete structures	1.1	Interpret the given drawings and specification for the task
		1.2	State procedures for workplace safety and dealing with problems, accidents and emergencies
		1.3	State legislative requirements for disposing of waste
2	Know how to prepare for the formation of concrete structures	2.1	Identify potential hazards, including underground and overhead utilities apparatus, in the work area
		2.2	Identify the type of materials and resources required including ready-mix concrete, slump test equipment, skips, poker vibrator, tampers, floats and trowels
		2.3	Calculate the quantity of materials required
		2.4	Identify the hand and/or powered tools and equipment required
		2.5	Identify personal protective equipment (PPE) for the task, in accordance with the specification
3	Mix, place and finish structural concrete	3.1	Select personal protective equipment (PPE) for the task, in accordance with the specification
		3.2	Protect the work area to minimise potential damage to surrounding areas
		3.3	Check the suitability of the concrete and area for placement
		3.4	Mix concrete to the required specification
		3.5	Place concrete to the specified level by chute, elephant's trunk, overhead skip and pumping
		3.6	Vibrate, compact, finish and cure the concrete to specification
		3.7	Operate hand and/or powered tools and equipment

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.8 Comply with workplace safety and legislative requirements for disposing of waste

## Unit D/503/4269

### Excavate holes and trenches

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know the requirements for excavation work	1.1	Interpret drawings and specifications for the work
		1.2	Confirm the composition of the ground to be excavated
		1.3	Identify the materials and resources required including timber, trench sheeting and mechanical support mechanisms
		1.4	Identify the hand and/or powered tools and equipment required
		1.5	Identify the personal, protective equipment (PPE) for the task, in accordance with the specification
		1.6	State procedures for workplace safety and dealing with problems, accidents and emergencies
2	Know how to prepare the work area for excavation work	2.1	Identify hazards, underground and overhead utilities apparatus to avoid during the task
		2.2	Identify the type of surface and sub-surface composition
		2.3	State how to remove any street ironworks and obstructions from the work area
		2.4	State how to measure the area to be excavated
		2.5	State how to mark out the area to be excavated in accordance with the specification
3	Manually excavate holes and trenches	3.1	Operate hand and/or powered tools and equipment
		3.2	Excavate holes and trenches according to specification
		3.3	Avoid damage to service apparatus and sub-structures

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.4 Position and secure excavation supports
- 3.5 Store re-usable extracted materials
  
- 3.7 Comply with workplace safety requirements
- 3.8 Dispose of waste in accordance with legislative requirements

## Unit F/503/4281

### Install street ironwork

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know how to prepare for the installation of ironworks fixtures in the road	1.1 Interpret given information to identify the work area 1.2 Identify ironwork installation requirements from the given instructions 1.3 Identify the ironwork fixtures required for the work 1.4 Identify the materials and resources required including sand, cement, mortar, resin based materials, access covers, gully grates and frames 1.5 Identify the hand and/or powered tools and equipment required 1.6 State procedures for workplace safety and dealing with problems, accidents and emergencies
2 Know how to excavate for installation of ironwork fixtures in the road	2.1 Identify personal, protective equipment (PPE) for the task in accordance with the specification 2.2 Identify the types of hazards to be aware of during the task 2.3 Identify the area where the street ironwork is to be installed 2.4 State how to secure the site for work to be carried out 2.5 State legislative requirements for disposing of waste
3 Excavate and install ironwork fixtures in the road	3.1 Mark out the area to be excavated according to the specification 3.2 Excavate for fitting ironworks according to the specification 3.3 Install the selected ironwork fixtures

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.4 Protect ironwork during curing
- 3.5 Operate hand and/or powered tools and equipment
- 3.6 Reinststate the surrounding excavation to specification
- 3.7 Adhere to statutory requirements, safety notices and warning signs
- 3.8 Dispose of waste in accordance with legislative requirements

## Unit F/503/4314

### Provide temporary excavation support

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
<p>1 Know the requirements and type of temporary supports and equipment required for the work</p>	<p>1.1 Interpret the drawings and specifications for the work</p> <p>1.2 Identify the quantity and size of shoring material required</p> <p>1.3 Identify the type of support shoring required including poling boards, walings, struts, wedges, soldiers, trench sheets, proprietary systems and ancillary fixing devices</p> <p>1.4 Identify the hand and/or powered tools and ancillary equipment required</p> <p>1.5 Identify personal protective equipment (PPE) for the task, in accordance with the specification</p>
<p>2 Know how to install temporary excavation supports safely</p>	<p>2.1 Identify hazards, underground and overhead utilities apparatus to avoid during the work</p> <p>2.2 Identify safe access and egress points around the excavation support</p> <p>2.3 State procedures for workplace safety and dealing with problems, accidents and emergencies</p> <p>2.4 State legislative requirements for disposing of waste</p>
<p>3 Install temporary excavation supports</p>	<p>3.1 Construct and fit temporary excavation support shorings to specification</p> <p>3.2 Secure temporary excavation support shorings to specification</p> <p>3.3 Dismantle and remove the excavation support structure</p> <p>3.4 Operate hand and/or powered tools and ancillary equipment</p>

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.5 Carry out checks on the safety and maintenance of supporting shorings
- 3.6 Comply with workplace safety requirements
- 3.7 Dispose of waste in accordance with legislative requirements



## Unit H/503/4323

### Search for underground services

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
<p>1 Know how to interpret information from public utilities plans and drawings</p>	<p>1.1 State procedures for obtaining services drawings for the work area from public service providers</p> <p>1.2 Identify the work area from the plans and drawings obtained</p> <p>1.3 Give examples of different public utility services from the plans and drawings obtained</p> <p>1.4 Identify colour coded drawing standards used by the highways industry and public utilities</p> <p>1.5 Give examples of underground service apparatus from the plans and drawings obtained</p>
<p>2 Know how to prepare, set up and restore the site</p>	<p>2.1 State how to select and test locating equipment including electronic instruments</p> <p>2.2 Identify personal protective equipment (PPE) for the task in accordance with the specification</p> <p>2.3 Give examples of statutory requirements and/or safety notices and warning signs</p> <p>2.4 State how to mark off the works area to be tested and proved</p> <p>2.5 State legislative requirements for disposing of waste</p>
<p>3 Search for, locate and avoid underground service apparatus</p>	<p>3.1 Use pipe and cable locating equipment to search the appointed location</p> <p>3.2 Identify underground service apparatus visually, by electronic location and trial holes</p> <p>3.3 Confirm the type of service and structures located</p>

**Learning Outcome - The learner will:****Assessment Criterion - The learner can:**

- 3.4 Confirm any natural environment encountered
- 3.5 Record and inform the relevant person/s of the service locations identified
- 3.6 Mark the area searched and the location of services identified before excavation proceeds
- 3.7 Operate hand and power tools and equipment as required
- 3.8 Comply with current workplace safety and legislative requirements
- 3.9 Dispose of waste in accordance with legislative requirements

## Unit J/503/4282

### Lay and finish concrete

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know the requirements for laying and finishing concrete	1.1	Interpret the drawings and specifications for the task
		1.2	State procedures for workplace safety and dealing with problems, accidents and emergencies
		1.3	State legislative requirements for disposing of waste
2	Know how to prepare for laying and finishing concrete	2.1	Calculate the concrete required to meet the works specification
		2.2	Identify the materials and resources required including concrete, fabric reinforcement, timber, plywood, edgings and fixings
		2.3	Identify the hand and/or powered tools and equipment required
		2.4	Identify personal protective equipment (PPE) for the task, in accordance with the specification
		2.5	Identify the types of hazards to be aware of during the work
		2.6	Confirm the methods of work to be used
3	Lay and finish concrete to specification	3.1	Prepare the base and set out the work area
		3.2	Lay reinforcement according to specification
		3.3	Mix, transport and lay concrete according to specification
		3.4	Place fabric reinforcement
		3.5	Form slab edging
		3.6	Operate hand and/or powered tools and equipment
		3.7	Compact and finish concrete to specification

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.8 Comply with workplace safety and legislative requirements for disposing of waste

## Unit L/503/4302

### Prepare and operate machinery to receive and transport loads

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know the requirements for receiving and transporting loads	1.1 Identify the type of machinery for the task
	1.2 Identify materials and resources required including consumables, lubricants, fuels, attachments and load coverings
	1.3 Identify hand tools and ancillary equipment for the task
2 Know how to prepare and conduct pre-operational checks of machinery and the work area	2.1 Interpret the drawings and specification for the task
	2.2 Identify any potential hazards, including underground and overhead utilities apparatus, to avoid in the work area
	2.3 State how to check for obstructions, stability, safety and security of the work and surrounding area
	2.4 State procedures for preparing machinery to meet the requirements of the specification
	2.5 State how to check machinery is safe for operational use in line with manufacturers' recommendations and guidance
	2.6 Identify the person/s responsible for approving safety checks
	2.7 State procedures for workplace safety and dealing with accidents, emergencies and problems
	2.8 State legislative requirements for disposing of waste
3 Conduct pre-operational checks of machinery	3.1 Prepare machinery to meet operational requirements in line with manufacturer's recommendations and guidance

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
	<p>3.2 Check safety of components and controls in line with manufacturer's recommendations and guidance</p> <p>3.3 Confirm machinery is safe for operational use</p> <p>3.4 Confirm with line management all checks have taken place before use</p> <p>3.5 Complete appropriate documentation to confirm operational checks have taken place</p>
<p>4 Operate machinery to receive, transport and discharge the specified load</p>	<p>4.1 Identify the key characteristics of the load to be transported including type and volume</p> <p>4.2 Select personal protective equipment (PPE) for the task in accordance with the specification</p> <p>4.3 Operate machinery in accordance with manufacturer's guidelines and the operator's handbook</p> <p>4.4 Receive, secure and balance loads for transport</p> <p>4.5 Transport and deposit loads in the designated area</p> <p>4.6 Park, shut down and secure machinery on completion</p> <p>4.7 Operate hand tools and ancillary equipment as required</p> <p>4.8 Comply with all current workplace safety and legislative requirements</p> <p>4.9 Dispose of waste in accordance with legislative requirements</p>

## Unit M/503/4258

### Arrange and secure loads

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know the requirements for arranging and securing a specified load	1.1 Interpret drawings, specifications, schedules, method statements and manufacturers' information relating to the task  1.2 Interpret technical information about the specified load from work schedules, method statements, manufacturer's guidelines and other sources  1.3 Identify hand tools, equipment and machinery for the task based on their uses and characteristics  1.4 State procedures for workplace safety and dealing with problems, accidents and emergencies  1.5 State legislative requirements for disposing of waste
2 Know how to prepare for arranging and securing a specified load	2.1 Identify the materials and resources required including lifting and load restraints, steel wire rope, chain, fabric, web hooks, shackles and clamps  2.2 Identify personal protective equipment (PPE) for the task in accordance with the specification  2.3 Identify the weight, centre of gravity, integrity and shape of the specified load  2.4 Identify any hazards and underground and overhead utilities apparatus to avoid in the work area  2.5 Identify any damage or defects before the load is secured  2.6 Confirm the method for slinging or restraining  2.7 Give examples of pre-safety checks of equipment and machinery

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- |   |   |     |   |
|---|---|-----|---|
| 3 | Work with colleagues to arrange and secure a specified load | 3.1 | Select personal, protective equipment (PPE) for the task in accordance with the specification   |
|   |   | 3.2 | Assist colleagues with pre-safety checks and the arrangement and security of the specified load |
|   |   | 3.3 | Confirm balance, stability and correct weight distribution                                      |
|   |   | 3.4 | Operate lifting or load restraint accessories   |
|   |   | 3.5 | Operate hand tools and ancillary equipment  |
|   |   | 3.6 | Remove and store lifting and load restraint accessories   |
|   |   | 3.7 | Comply with workplace safety and legislative requirements for disposing of waste                |



## Unit M/503/4311

### Operate a powered tool and equipment

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
<p>1 Know how to conduct pre and post-operational checks of powered tool, equipment and the work area</p>	<p>1.1 Interpret drawings and work specifications for the task</p> <p>1.2 Identify the powered tool and equipment for the task</p> <p>1.3 Identify components and controls of tool and equipment</p> <p>1.4 State how to check tool and equipment are safe for operational use</p> <p>1.5 Give examples of power sources that safely sustain the tool and equipment</p> <p>1.6 Identify potential hazards, including underground and overhead utilities apparatus, to avoid during the task</p> <p>1.7 State legislative requirements for disposing of waste</p>
<p>2 Know the safety requirements for operating powered tool and equipment</p>	<p>2.1 Identify personal protective equipment (PPE) for the task in accordance with the specification</p> <p>2.2 State procedures for workplace safety and dealing with problems, accidents and emergencies</p> <p>2.3 State workplace safety and legislative requirements for operating powered tool and equipment</p>
<p>3 Operate and monitor powered tool and equipment</p>	<p>3.1 Inspect and confirm tool and equipment are safe for operational use</p> <p>3.2 Secure accessories and tool attachments</p> <p>3.3 Operate powered tool and equipment in accordance with manufacturer's guidelines and the operator's handbook</p>

**Learning Outcome - The learner will:****Assessment Criterion - The learner can:**

- 3.4 Monitor the power unit during the specified task
- 3.5 Stop, dismantle and secure all tools and equipment
- 3.6 Transport and/or store tools and equipment in line with the specification
- 3.7 Comply with workplace safety and legislative requirements
- 3.8 Dispose of waste in accordance with legislative requirements

## Unit M/503/4325

### Sign, light and guard the work area

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know how to prepare and select equipment for signing, lighting and guarding the work area	1.1 Identify signing, lighting and guarding equipment to suit site requirements 1.2 Identify any defects on the signing, lighting and guarding equipment 1.3 State procedures for recording and reporting defects on equipment 1.4 Identify personal protective equipment (PPE) equipment for the task in accordance with the specification 1.5 State methods for loading and securing the equipment for transport to the work area
2 Know how to prepare, set up and restore the site	2.1 Identify the materials and resources required including signs, lights, guards, traffic lights and control systems 2.2 Identify the hand and/or powered tools and equipment required 2.3 State procedures for planning site safety, storage of materials and traffic control 2.4 State how to set out the basic site layout 2.5 State codes of practice for removing signs from the work area
3 Prepare for the provision, use and removal of traffic control systems	3.1 Set out stop/go boards, priority signs, stop works signs and temporary portable traffic signals 3.2 Operate stop/go boards, priority signs, stop works signs and temporary portable traffic signals to control traffic 3.3 Dismantle and remove all signs and equipment relating to temporary traffic control

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.4 Operate hand and/or powered tools and equipment as required

## Unit Y/503/4271

### Guide moving loads or machinery

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Know the procedures for guiding the movement of loads and machinery	1.1	Identify signals, instructions and commands associated with the guidance of loads and machinery
		1.2	Identify the uses and characteristics of different items of signalling and communications equipment
		1.3	Identify the signalling and communications equipment required in accordance with the specification
		1.4	Identify personal protective equipment (PPE) for the task in accordance with the specification
		1.5	State legislative requirements for disposing of waste
2	Understand the safe movement of loads or machinery	2.1	Identify hazards, including underground and overhead utilities apparatus, to avoid in the work area
		2.2	State procedures for workplace safety and dealing with accidents, emergencies and problems
		2.3	Give examples of the signals and commands used to guide the movement of loads or machinery
3	Move loads or machinery	3.1	Select personal protective equipment (PPE) for the task in accordance with organisational requirements
		3.2	Protect the work area to minimise potential damage to the work and the surrounding areas
		3.3	Guide the movement of loads or machinery
		3.4	Signal and communicate according to the specification

**Learning Outcome - The learner will:****Assessment Criterion - The learner can:**

- 3.5 Confirm loads have been placed securely in the planned location
- 3.6 Comply with workplace safety and legislative requirements
- 3.7 Dispose of waste in accordance with legislative requirements

## Unit Y/503/4299

### Prepare and operate machinery to compact materials

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know the requirements for compacting materials	1.1 Identify the machinery required 1.2 Identify the materials and resources required including consumables, lubricants, fuels, attachments and compaction aids 1.3 Identify the hand tools and ancillary equipment required
2 Know how to prepare and conduct pre-operational checks of machinery and the work area	2.1 Interpret drawings and the specification for the task 2.2 Identify any potential hazards, including underground and overhead utilities apparatus, to avoid in the work area 2.3 State how to check for obstructions, stability, safety and security of the work and surrounding area 2.4 State procedures for preparing machinery to meet the requirements of the specification 2.5 State how to check machinery is safe for operational use in line with manufacturers' recommendations and guidance 2.6 Identify the person/s responsible for approving safety checks 2.7 State procedures for workplace safety and dealing with accidents, emergencies and problems 2.8 State legislative requirements for disposing of waste
3 Conduct pre-operational checks of machinery	3.1 Prepare machinery to meet operational requirements in line with manufacturer's recommendations and guidance

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
	<p>3.2 Check safety of components and controls in line with manufacturer's recommendations and guidance</p> <p>3.3 Confirm machinery is safe for operational use</p> <p>3.4 Confirm with line management all checks have taken place before use</p> <p>3.5 Complete appropriate documentation to confirm operational checks have taken place</p>
<p>4 Compact materials and restore the work area</p>	<p>4.1 Select personal protective equipment (PPE) in accordance with organisational requirements</p> <p>4.2 Operate machinery in accordance with manufacturer's guidelines and the operator's handbook</p> <p>4.3 Operate hand tools and ancillary equipment as required</p> <p>4.4 Operate machinery to compact loose materials to specification</p> <p>4.5 Avoid damage to structures and utilities service apparatus</p> <p>4.6 Park, shut down and secure machinery</p> <p>4.7 Comply with workplace safety and legislative requirements</p> <p>4.8 Dispose of waste in accordance with legislative requirements</p>



## Unit Y/503/4321

### Sling and signal the movement of loads

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know the procedures for slinging and signalling loads	1.1 Interpret drawings and work specifications for the task 1.2 Identify the slinging equipment, lifting accessories and resources to be used for the task 1.3 Identify the hand tools and ancillary equipment required 1.4 Give examples of the methods of work to be used to sling the load 1.5 State security procedures for the workplace
2 Know how to sling and signal loads safely and securely	2.1 Identify potential hazards within the work area 2.2 Describe own role and responsibilities for the task 2.3 Confirm the method of slinging 2.4 Identify personal protective equipment (PPE) for the task in accordance with the specification 2.5 State legislative requirements for disposing of waste
3 Sling and signal loads safely and securely	3.1 Select personal protective equipment (PPE) for the task in accordance with the specification 3.2 Secure the load according to the specification 3.3 Communicate signals to colleagues during the task 3.4 Sling loads securely using slinging equipment, lifting accessories and hand tools and ancillary equipment 3.5 Distribute the weight of the load 3.6 Securely position the load in the specified location 3.7 Remove slinging equipment and lifting accessories after use

**Learning Outcome - The learner will:**

**Assessment Criterion - The learner can:**

- 3.8 Comply with workplace safety and legislative requirements
- 3.9 Dispose of waste in accordance with legislative requirements



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