

# COSVR372 - SQA Unit Code DY3T 04

## Locate and protect utilities apparatus and sub-structures



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### Overview

This standard is about

- 1 interpreting information
- 2 adopting safe and healthy working practices
- 3 selecting materials, components and equipment
- 4 identifying, locating and protecting Utilities apparatus and sub-structures

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#### **Performance criteria**

- You must be able to:*
- P1 interpret the given information relating to the work and resources to confirm its relevance
  - P2 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices
  - P3 select the required quantity and quality of resources for the methods of work
  - P4 comply with organisational procedures to minimise the risk of damage to the work and surrounding area
  - P5 comply with the given contract information to carry out the work efficiently to the required specification
  - P6 complete the work within the allocated time, in accordance with the programme of work

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### Knowledge and understanding

*You need to know and understand:*

#### Performance Criteria 1

##### Interpretation of information

- K1 the organisational procedures developed to report and rectify inappropriate **information** and unsuitable **resources**, and how they are implemented
- K2 the types of **information**, their source and how they are interpreted
- K3 the organisational procedures to solve **problems** with the **information** and why it is important they are followed

#### Performance Criteria 2

##### Safe work practices

*You need to know and understand:*

- K4 the level of understanding operatives must have of **information** for relevant, current **legislation and official guidance** and how it is applied
- K5 the types of **fire extinguishers** and how and when they are used
- K6 how **emergencies** should be responded to and who should respond
- K7 the organisational **security procedures** for tools, equipment and personal belongings
- K8 what the accident reporting procedures are and who is responsible for making the report
- K9 why and when **personal protective equipment (PPE)** should be used

#### Performance Criteria 3

##### Selection of resources

*You need to know and understand:*

- K10 the characteristics, quality, uses, limitations and defects associated with the **resources** and how defects should be rectified
- K11 how the **resources** should be used and how any **problems** associated with the **resources** are reported
- K12 the organisational procedures to select **resources**, why they have been developed and how they are used
- K13 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

#### Performance Criteria 4

##### Minimise the risk of damage

*You need to know and understand:*

- K14 how to **protect work** from damage and the purpose of protection
- K15 why **disposal of waste** should be carried out safely and how it is achieved

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*You need to know and understand:*

#### **Performance Criteria 5**

##### **Meet the contract specification**

- K16 how **methods of work**, to meet the specification, are carried out and **problems** reported
- K17 how **maintenance** of tools and equipment is carried out

*You need to know and understand:*

#### **Performance Criteria 6**

##### **Allocated time**

- K18 what the **programme** is for the work to be carried out in the estimated, allocated time and why deadlines should be kept

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### Additional Information

#### Scope/range related to performance criteria

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##### Performance Criteria 1

- 1 interpretation of drawings, specifications, schedules, survey information and manufacturers' information related to the work to be carried out

##### Performance Criteria 2

- 2 safe use of personal protective equipment (PPE) to carry out the activity, in accordance with legislation and/or organisational requirements
- 3 safe use and storage of tools and equipment
- 4 safe use of fire extinguishers, as appropriate to the fire

##### Performance Criteria 3

- 5 selection of resources associated with own work
  - 5.1 materials and components
  - 5.2 tools and equipment
  - 5.3 electronic location instruments

##### Performance Criteria 4

- 6 protection of the work and its surrounding area from damage
- 7 minimise damage and maintain a clean work space
- 8 disposal of waste in accordance with legislation

##### Performance Criteria 5

- 9 demonstration of work skills to measure, calculate, locate, mark out, position, protect and secure
- 10 use and maintain hand tools, portable power tools, ancillary equipment and electronic instruments
- 11 locate and protect sub-surface and overhead utilities apparatus, to given working instructions, relating to gas, electric, communications, water, sewage

##### Performance Criteria 6

- 12 completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

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### Scope/range related to knowledge and understanding

#### **Disposal of waste**

- 1 environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

#### **Emergencies**

- 2 operative's response to situations in accordance with organisational authorisation and personal skills when involved with
  - 2.1 fires, spillages, injuries, damage to utilities apparatus and sub-structures

#### **Fire extinguishers**

- 3 water, CO<sub>2</sub>, foam, powder and their uses

#### **Hazards**

- 4 those identified by method of work, manufacturers' technical information, statutory regulations and official guidance

#### **Information**

- 5 drawings, specifications, schedules, manufacturers' information and regulations governing utilities services

#### **Legislation and official guidance**

- 6 this relates to the operative's responsibilities regarding potential accidents and health hazards 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

#### **Maintenance**

- 7 operative care of hand tools and/or portable power tools and ancillary equipment

#### **Methods of work**

- 8 application of knowledge for safe work practices, procedures and skills, relating to the method/area of work and materials used, to
  - 8.1 identify utilities apparatus and sub-structures by electronic location, trial holes and visual
  - 8.2 confirm the type of service (gas, electric, communication, water, sewage)
  - 8.3 confirm structures (foundations, manholes, inspection chambers, joint/junction boxes)
  - 8.4 confirm any natural environment (tree roots, natural watercourse)
  - 8.5 mark the location of the service apparatus and sub-structures
  - 8.6 provide for the recognition and protection of the service apparatus and sub-structure during operational activities
  - 8.7 use hand tools, power tools and equipment
  - 8.8 work at height
- 9 team work and communication
- 10 needs of other occupations associated with locating utilities apparatus

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### **Personal protective equipment (PPE)**

11 occupational use, types, purpose of each type and work situations

### **Problems**

12 those arising from information, resources and methods of work

12.1 own authority to rectify

12.2 organisational reporting procedures

### **Programme**

13 types of progress charts, timetables and estimated times

14 organisational procedures for reporting circumstances which will affect the work programme

### **Protect work**

15 protect work against damage from general workplace activities, other occupations and adverse weather conditions

### **Resources**

16 materials, components and equipment relating to types, quantity, quality and sizes of standard and/or specialist

16.1 electronic instruments

16.2 marking and protection materials

16.3 hand and/or powered tools and equipment

16.4 ancillary equipment

### **Security procedures**

17 site, workplace, company and operative

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<b>Developed by</b>	ConstructionSkills
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<b>Version number</b>	2
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<b>Validity</b>	Current
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<b>Status</b>	Original
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<b>Originating organisation</b>	ConstructionSkills
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<b>Relevant occupations</b>	Road Construction Operatives; Elementary Construction Occupations
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<b>Suite</b>	Construction Operations; Accessing Operations and Rigging (Construction); Highways Maintenance (Construction)
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<b>Key words</b>	Gas; Electric; Water; Tele-communications; Sewage; Inspection chambers; Watercourse
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