

LANAGNCU16 - SQA Unit Code F7RH 04

Assist with maintaining structures and surfaces



Overview

This unit sets the standard for assisting with the maintenance of structures and surfaces using manual equipment and tools. In this unit, 'maintenance' refers to general maintenance such as sweeping up, cleaning, rubbing down and painting. Structures include, for example; walls and fences. Surfaces include, for example; paths, roads and yards.

You are expected to carry out routine maintenance in a safe and effective way, according to the work instructions given by your supervisor or manager. At this level you are expected to work under close supervision and to work with manual equipment only.

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Performance criteria

You must be able to:

- P1 correctly prepare the necessary tools and materials for the maintenance operation
- P2 prepare the area for the work in a manner appropriate for the maintenance operation
- P3 **maintain structures and surfaces** effectively and completely in accordance with the instructions
- P4 use tools safely and correctly for the job in hand
- P5 report any problems that arise without delay
- P6 maintain the health and safety of yourself and others at all times
- P7 handle and dispose of waste safely and correctly according to instruction
- P8 leave the site in a safe condition
- P9 clean tools after use in an appropriate manner
- P10 store tools and materials after use in an agreed and safe location

Knowledge and understanding

You need to know and understand:

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- K1 why structures and surfaces need to be maintained
- K2 the potential problems which may arise if maintenance is not carried out
- K3 the tools and materials which are needed for different maintenance operations
- K4 how to prepare tools and materials for the particular maintenance operation
- K5 how to prepare structures and surfaces for the different maintenance operations
- K6 the correct way to carry out the different maintenance operations
- K7 what the result of effective maintenance operations should look like
- K8 correct tool and material use
- K9 how to maintain your own health and safety during the maintenance operations
- K10 how to reduce the risk to other's health and safety when undertaking maintenance operations (e.g. by putting up notices)
- K11 the types of problems or difficulties which may occur, relating to: health and safety, damage, weather conditions, unforeseen circumstances, and understanding what you need to do
- K12 how to handle and dispose of waste correctly
- K13 how to clean and store tools correctly and the risks of not doing so

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Additional Information

Scope/range related to performance criteria

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1. **maintain structures and surfaces:**
 - 1.1. rubbing down
 - 1.2. painting and coating
 - 1.3. cleaning

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