

EUSNCO313 (SQA Unit Code - FA9J 04)

Obtain information for decision making



Overview

This unit is designed for the candidate to demonstrate competence in gathering information related to organising, planning or supervising operational activities on the distribution network. Information from the network may include monitoring existing system status; information about proposed works and potential effectiveness and cost-benefits; information about existing, new and innovative techniques, fittings and materials and how they can be used on the network without disrupting supply or compromising water quality.

This unit will apply to Network Construction Operations at Level 3 and is intended for Construction Supervisors.

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Performance criteria

You must be able to:

- P1 identify the relevant information you need to make the required decisions
- P2 the sources of relevant information which you use are reliable and sufficiently wide- ranging to meet current and likely future relevant information requirements
- P3 methods of obtaining relevant information are reliable, effective and make efficient use of resources
- P4 methods of obtaining relevant information are consistent with approved procedures and practices
- P5 the relevant information you obtain is accurate, relevant and sufficient to support decision making
- P6 where information is inadequate, contradictory or ambiguous you take prompt and effective action to deal with this

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Knowledge and understanding

You need to know and understand:

- K1 the types of qualitative and quantitative information which are essential to your role and responsibilities, and how to identify these
- K2 the range of sources of information which are available to you and how to ensure that these are capable of meeting current and likely future information requirements
- K3 how to identify new sources of information which may be required
- K4 the range of methods of gathering and checking the validity of such information and their advantages and disadvantages
- K5 the importance of information management to the team and organisational effectiveness and your role and responsibilities in relation to this
- K6 the organisational values and policies and the legal requirements which have a bearing on the collection of information and how to interpret these
- K7 how to judge the accuracy, relevance and sufficiency of information required to support decision making in different contexts
- K8 how to identify information which may be contradictory, ambiguous or inadequate and how to deal with these problems

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Additional Information

Scope/range related to performance criteria

1. relevant information: sources of information, statutory and non statutory reports, company documentation, job instructions, client documentation (internal or external)
2. resources: plant, equipment, materials, labour, consumables
3. approved procedures and practices: Environmental, organisational regulatory, statutory, emergency, operational, health, safety and environment, contingency plans, relevant company policies, approved materials and equipment and procedures, and risk assessments. In accordance with the industry's expectations of a Construction Supervisor, including the organisation of all aspects of site operations including planned and unplanned work

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