

COSVR215 - SQA Unit Code H1P3 04

Monitor progress against work schedules



Overview

This standard is about

- 1 interpreting information to determine progress of the work
- 2 recognising materials, components and equipment used with the work
- 3 implementing actions to forward progress with the work
- 4 performing a supervisory role within craft and operative work areas as associated with work carried out in the built environment

COSVR215 - SQA Unit Code H1P3 04

Monitor progress against work schedules

Performance criteria

- You must be able to:*
- P1 identify inappropriate specified resources, informing decision makers and suggesting suitable alternative resources
 - P2 identify and quantify any deviations from planned progress which have occurred, or may occur, and which could disrupt the programme
 - P3 confirm the circumstances of any deviations and agree and implement appropriate corrective action
 - P4 identify options which are likely to produce savings in cost and time and help the contract progress, and pass these on to decision makers
 - P5 inform decision makers about progress, changes to the operational programme and resource needs

COSVR215 - SQA Unit Code H1P3 04

Monitor progress against work schedules

Knowledge and understanding

You need to know and understand:

Performance Criteria 1 Monitoring resources

- K1 how to identify what are inadequate and inappropriate specified **resources**
- K2 how to inform **decision makers** about inadequate and inappropriate specified **resources**, and suggest alternative **resources**
- K3 how to specify alternative **resources**

You need to know and understand:

Performance Criteria 2 Deviations in progress

- K4 how to identify any **deviations** from planned progress which could disrupt the **programme**
- K5 how to **quantify** any **deviations** from planned progress

You need to know and understand:

Performance Criteria 3 Corrective actions

- K6 how to confirm the circumstances of any **deviations**
- K7 how to implement **corrective action**
- K8 how to agree **corrective action** in circumstances of any **deviations**

You need to know and understand:

Performance Criteria 4 Identify options

- K9 how to identify options which are most likely to minimise increases in cost and time and help the contract progress.
- K10 how to communicate options which are most likely to minimise increases in cost and time, and help the contract progress, to **decision makers**
- K11 when to inform **decision makers** about progress, changes to the operational programme, and resource needs

You need to know and understand:

Performance Criteria 5 Decisions and actions

- K12 how to inform the **decision makers** about actions that need to be taken

COSVR215 - SQA Unit Code H1P3 04

Monitor progress against work schedules

Additional Information

Scope/range related to performance criteria

Performance Criteria 1

- 1 identify and record inappropriate resources and the suggested alternatives, and inform decision makers

Performance Criteria 2

- 2 record(s) of identified and quantified deviation(s) that may affect the work schedule

Performance Criteria 3

- 3 record(s) of the agreed corrective action taken to overcome deviations

Performance Criteria 4

- 4 record(s) of information and recommendations about progress passed to decision makers which include options likely to minimise increases in cost and time

Performance Criteria 5

- 5 record(s) of information and recommendations passed to decision makers about progress which include options for changes and resource needs

COSVR215 - SQA Unit Code H1P3 04

Monitor progress against work schedules

Scope/range related to knowledge and understanding

Corrective action

- 1 restore progress in accordance with agreed programme
- 2 agree new completion dates
- 3 secure additional resources
- 4 alter planned work

Decision makers

- 5 the customer and/or representative
- 6 contractors
- 7 suppliers
- 8 line management

Deviations

- 9 resource shortages
- 10 design problems and constraints
- 11 lack of essential construction information
- 12 construction errors
- 13 inclement weather
- 14 physical (workplace) constraints

Programme

- 15 action lists
- 16 method statements
- 17 work costs

Quantifying

- 18 method of work
- 19 implication on resources

Resources

- 20 people
- 21 tools and ancillary equipment
- 22 materials and components
- 23 time
- 24 information

COSVR215 - SQA Unit Code H1P3 04

Monitor progress against work schedules

Developed by ConstructionSkills

Version number 2

Date approved January 2011

Indicative review date February 2018

Validity Current

Status Original

Originating organisation ConstructionSkills

Original URN VR215

Relevant occupations Construction and Building Trades Supervisors

Suite Occupational Work Supervision (Construction)

Key words Supervisory; Programme; Corrective-actions; Method of work; Deviations