



Unit and Assessment Specification

Unit title	Control Maintenance and Other Engineering Operations
SQA code	H2LM 04
SCQF level	7
SCQF credit points	13
SSC ref	WM30

History of changes

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H2LM 04 (WM30)

Title		Control Maintenance and Other Engineering Operations				
Learning Outcomes The learner will:		Assessment Criteria The learner can:		Observation	Question and Answer	Simulation/ Realistic working environment
1	Produce maintenance schedules.	1.1	Confirm the maintenance activities that are required to achieve maintenance requirements and use the data to draw up the most suitable sequence and timing.	x	x	
		1.2	Schedule the time and resources available for undertaking maintenance activities.	x	x	
		1.3	Produce maintenance schedules that are capable of meeting all relevant maintenance requirements, comply with legislation, and meet the requirements of external bodies and equipment manufacturers.	x	x	
		1.4	Produce contingency plans which take account of potential difficulties.	x	x	
		1.5	Specify clearly and record the maintenance schedule in accordance with organisational procedures.	x	x	
		1.6	Implement procedures to ensure that test certificates and operator certificates are kept up-to-date.	x	x	

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Observation	Question and Answer	Simulation/ Realistic working environment
2 Use and communicate data and information.	2.1 Communicate the maintenance schedules to the people involved in implementing them and to others who would be affected by them.	x	x	
	2.2 Provide clear and accurate instructions to those responsible for maintenance and other engineering activities and check they understand what is required.	x	x	
	2.3 Take steps to ensure those responsible for maintenance and other engineering activities will have the necessary resources available to carry out work to the required standard.	x	x	
	2.4 Review regularly the frequency, nature and causes of breakdowns and use the information to resolve the problems and prevent failures.	x	x	
	2.5 Maintain accurate and up-to-date records.	x	x	
3 Monitor maintenance and other engineering operations.	3.1 Check the procedures to monitor and review the quality, safety and environmental impact of maintenance and other engineering activities are implemented correctly.	x	x	
	3.2 Take steps immediately to rectify any deviations from contractual or legal requirements.	x	x	

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Observation	Question and Answer	Simulation/ Realistic working environment
	3.3 Ensure the implementation of maintenance and other engineering activities comply with all relevant regulations and guidelines. 3.4 Ensure operatives on site implement and maintain the agreed systems to record faults and initiate repairs. 3.5 Be pro-active in taking measures to prevent potential breakdowns from occurring.	x	x	
		x	x	
		x	x	
4 Understand the underpinning regulations, procedures and requirements for managing waste operations.	4.1 Describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 4.2 Describe appropriately waste management legislation and guidance that is applicable to waste management sites. 4.3 Describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 4.4 Describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes.		x	
			x	
		x	x	
		x	x	

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Observation	Question and Answer	Simulation/ Realistic working environment
	4.5 Describe appropriately the organisational environmental policy and procedures applicable to the site. 4.6 Describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 4.7 Describe appropriately the procedures for the proper management control of work activities on the site.	x	x	
		x	x	
5 Understand the specific regulations, procedures and requirements for controlling maintenance and other engineering operations.	5.1 Describe appropriately relevant legislation, Regulations, Codes of Practice and guidelines applicable to maintenance and other engineering activities. 5.2 Describe appropriately the maintenance activities required for the plant, systems, equipment, vehicles, buildings and structures for which they are responsible. 5.3 Describe appropriately the requirements for statutory testing of equipment and operator certificates. 5.4 Describe appropriately organisational procedures and legal requirements for environmental protection and safe working practices.		x	
		x	x	
			x	
		x	x	

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Observation	Question and Answer	Simulation/ Realistic working environment
	5.5 Describe appropriately organisational or site procedures and requirements for reporting faults and initiating repairs.	x	x	
	5.6 Describe appropriately organisational procedures for implementation, control and completion of contracts.	x	x	
	5.7 Describe appropriately the recording systems used for maintenance schedules and records, permits to work and other contract information.	x	x	
	5.8 Describe appropriately handling procedures.	x	x	
	5.9 Determine the time and resources needed for the required maintenance activities.		x	
	5.10 Determine the factors to be taken into account when scheduling maintenance activities, including any insurance company requirements.		x	
	5.11 Determine what difficulties might occur when implementing maintenance activities and what should be included in contingency plans.		x	

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Observation	Question and Answer	Simulation/ Realistic working environment
	5.12 Determine the importance of checking people's understanding of instructions and how to do this.		x	
	5.13 Determine the technical skills needed for the maintenance and engineering activities carried out on their site, how to check that the people involved have the required skills and what to do in response to a perceived skills deficit.	x	x	
	5.14 Determine the system for allocating contracts and permits to work and their role and responsibility in relation to these.	x	x	
	5.15 Determine the terms and conditions of contracts for which they are responsible, including any insurance policy conditions regarding contract work.	x	x	
	5.16 Determine the quality assurance systems that are being used for the maintenance and other engineering activities.	x	x	
	5.17 Determine the importance of enforcing procedures for quality, safety and environmental protection and the actions to take in response to deviations from these.		x	

Learning Outcomes The learner will:	Assessment Criteria The learner can:	Observation	Question and Answer	Simulation/ Realistic working environment
	5.18 Determine the factors that increase the likelihood of breakdowns and action to take to prevent or reduce these, including the relationship between breakdowns and planned maintenance. 5.19 Determine handling implications of recyclable materials.		x	
6 Produce maintenance schedules.	6.1 Be assertive in making decisions. 6.2 Pursue accountability of staff for delegated responsibilities. 6.3 Reflect critically on personal achievements to inform future actions.	x	x	
	6.2 Pursue accountability of staff for delegated responsibilities.	x	x	
	6.3 Reflect critically on personal achievements to inform future actions.	x	x	

Additional information about the Unit
Unit purpose and aim(s)
Details of the relationship between the Unit and relevant national occupational standards (if appropriate)
Details of the relationship between the Unit and other standards or curricula (if appropriate)
Assessment requirements specified by a sector or regulatory body (if appropriate)

Assessment (evidence) Requirements
Guidance on Instruments of Assessment