

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods



Overview

This standard is about

- 1 assessing and evaluating information
- 2 identifying safe and healthy work methods
- 3 identifying how materials and resources will be used
- 4 preparing, producing and agreeing method statements and/or risk assessments

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods

Performance criteria

- You must be able to:*
- P1 assess and evaluate project data in order to identify work methods
 - P2 obtain additional information from other sources in cases where the available project data is insufficient
 - P3 identify work methods which will make the best use of resources and materials and which meet project and current legislation requirements
 - P4 evaluate identified work methods against technical, environmental and project criteria and select the best one
 - P5 ensure method statements are accurate, clear and concise and acceptable to all the people involved
 - P6 recommend and promote the selected work method

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods

Knowledge and understanding

You need to know and understand:

Performance Criteria 1

Assess an evaluate data

- K1 how to assess and evaluate available **project data**
- K2 how to identify construction work methods from the assessment and evaluation of **project data**
- K3 why you need to assess and evaluate available **project data**

Performance Criteria 2

Obtain additional information

You need to know and understand:

- K4 how to obtain additional information from **other sources** in cases where the available **project data** is insufficient

Performance Criteria 3

Identify work methods

You need to know and understand:

- K5 how to identify **work methods** from possible **information sources** which will make the best use of resources and materials
- K6 how to identify **work methods** which meet the project and the requirements of current legislation

Performance Criteria 4

Evaluate and select work methods

You need to know and understand:

- K7 how to evaluate identified **work methods** against relevant **technical, environmental and project criteria** to select the best method

Performance Criteria 5

Confirm method statements

You need to know and understand:

- K8 how to ensure the method statement and/or risk assessments derived from the selected **work methods** are accurate, clear and concise
- K9 how to ensure the method statement and/or risk assessments are acceptable to all the **people responsible**
- K10 why you need to ensure the selected **work methods**, method statement and/or risk assessments are acceptable to all the **people responsible**

Performance Criteria 6

Recommend work methods

You need to know and understand:

- K11 how to recommend **work methods** to the **people responsible**
- K12 how to promote the selected **work methods** to the **people responsible**

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods

Additional Information

Scope/range related to performance criteria

Performance Criteria 1

- 1 records showing assessment and evaluation of at least five of the following types of project data
 - 1.1 conditions of contract
 - 1.2 bills of quantities or methods of measurement
 - 1.3 specifications
 - 1.4 drawings
 - 1.5 health, safety and environmental plans
 - 1.6 programmes and schedules
 - 1.7 organisational requirements
 - 1.8 instructions and variations
 - 1.9 information on materials
 - 1.10 survey reports
 - 1.11 design data
 - 1.12 statutory consents
 - 1.13 sub-contractor arrangements and attendance
 - 1.14 method statements and/or risk assessments
 - 1.15 safe systems of work

Performance Criteria 2

- 2 records of consultation with at least two of the following other sources
 - 2.1 the client, customer or their representative
 - 2.2 contractors
 - 2.3 sub-contractors
 - 2.4 suppliers
 - 2.5 regulatory authorities
 - 2.6 technical and trade literature
 - 2.7 those affected by the project

Performance Criteria 4

- 3 records of identified work methods from at least two of the following information sources
 - 3.1 current legislation, codes of practice and official guidance
 - 3.2 investigative research
 - 3.3 organisational procedures
 - 3.4 technical and trade literature

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods

Performance Criteria 4

- 4 records of evaluation showing consideration of at least six of the following technical, environmental or project criteria
 - 4.1 materials performance and availability
 - 4.2 health and safety
 - 4.3 fire protection
 - 4.4 access
 - 4.5 plant, equipment or machinery performance and availability
 - 4.6 traffic management
 - 4.7 environmental issues
 - 4.8 cost benefit
 - 4.9 current legislation, codes of practice and official guidance
 - 4.10 customer and user needs
 - 4.11 contract requirements in terms of time and quantity
 - 4.12 waste management
 - 4.13 sustainability
- 5 records of the work method(s) selected

Performance Criteria 5

- 6 records of method statements and/or risk assessments checked and agreed

Performance Criteria 6

- 7 records of presentation of the selected work method to, and acceptance by, at least two of the following people responsible
 - 7.1 the client, customer or their representative
 - 7.2 contractors
 - 7.3 consultants
 - 7.4 sub-contractors
 - 7.5 suppliers
 - 7.6 workforce
 - 7.7 internal management

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods

Scope/range related to knowledge and understanding

Information sources

- 1 current legislation, codes of practice and official guidance
- 2 investigative research
- 3 organisational procedures
- 4 technical and trade literature

Other sources

- 5 the client, customer or their representative
- 6 contractors
- 7 sub-contractors
- 8 suppliers
- 9 regulatory authorities
- 10 technical and trade literature
- 11 people affected by the project

People responsible

- 12 client, customer or their representative
- 13 contractors
- 14 consultants
- 15 sub-contractors
- 16 suppliers
- 17 workforce
- 18 internal management

Project data

- 19 conditions of contract
- 20 bills of quantities or methods of measurement
- 21 specifications
- 22 drawings
- 23 health, safety and environmental plans
- 24 organisational requirements
- 25 instructions and variations
- 26 materials
- 27 programmes and schedules
- 28 survey reports
- 29 design data
- 30 statutory consents
- 31 sub-contractor arrangements and attendance
- 32 method statement and/or risk assessments
- 33 safe systems of work

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods

Technical, environmental and project criteria

- 34 materials performance and availability
- 35 health and safety
- 36 fire protection
- 37 access
- 38 plant, equipment or machinery performance and availability
- 39 traffic management
- 40 environmental issues
- 41 cost benefits
- 42 current legislation, codes of practice and official guidance
- 43 customer and user needs
- 44 contract requirements in terms of time and quantity
- 45 waste management
- 46 sustainability

Work methods

- 47 sequencing and integration
- 48 organisation of resources
- 49 techniques
- 50 use of temporary works
- 51 prefabrication
- 52 preparatory systems
- 53 adoption of new materials
- 54 application of new skills

COSVR728 - SQA Unit Code F3H7 04

Evaluate and select work methods

Developed by ConstructionSkills

Version number 3

Date approved January 2009

Indicative review date July 2015

Validity Current

Status Original

Originating organisation ConstructionSkills

Original URN VR728

Relevant occupations Production Managers and Directors in Construction

Suite Construction Site Management; Controlling Lifting Operations (Construction)

Key words Evaluate; Select; Methods; Work; Statements; Resources; Materials; Sequencing; Techniques