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## Overview

This standard is about

- 1 interpreting information
- 2 adopting safe and healthy working practices
- 3 selecting materials, components and equipment
- 4 repairing and maintaining roof coverings and related flashings on conservation or restoration projects

# COSVR502 – SQA Unit Code HG6J 04

## Repair and maintain heritage roof coverings

### Performance criteria

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- You must be able to:*
- P1 interpret the given information relating to the work and resources to confirm its relevance
  - P2 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices
  - P3 select the required quantity and quality of resources for the methods of work
  - P4 comply with organisational procedures to minimise the risk of damage to the work and surrounding area
  - P5 comply with the given contract information to carry out the work efficiently to the required specification
  - P6 complete the work within the allocated time, in accordance with the programme of work

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## Repair and maintain heritage roof coverings

### Knowledge and understanding

*You need to know and understand:*

#### Performance Criteria 1

##### Interpretation of information

- K1 the organisational procedures developed to report and rectify inappropriate **information** and unsuitable **resources**, and how they are implemented
- K2 the types of **information**, their source and how they are interpreted
- K3 the organisational procedures to solve **problems** with the **information** and why it is important they are followed

#### Performance Criteria 2

##### Safe work practices

*You need to know and understand:*

- K4 the level of understanding operatives must have of **information** for relevant, current **legislation and official guidance** and how it is applied
- K5 how **emergencies** should be responded to and who should respond
- K6 the organisational **security procedures** for tools, equipment and personal belongings
- K7 what the accident reporting procedures are and who is responsible for making the report
- K8 why and when **personal protective equipment (PPE)** should be used

#### Performance Criteria 3

##### Selection of resources

*You need to know and understand:*

- K9 the characteristics, quality, uses, sustainability, limitations and defects associated with the **resources** and how defects should be rectified
- K10 how the **resources** should be used and how any **problems** associated with the **resources** are reported
- K11 the organisational procedures to select **resources**, why they have been developed and how they are used
- K12 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

#### Performance Criteria 4

##### Minimise the risk of damage

*You need to know and understand:*

- K13 how to **protect work** from damage and the purpose of protection
- K14 why **disposal of waste** should be carried out safely and how it is achieved

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## Repair and maintain heritage roof coverings

### Performance Criteria 5

#### Meet the contract specification

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*You need to know and understand:*

- K15 how **methods of work**, to meet the specification, are carried out and **problems** reported
- K16 how **maintenance** of tools and equipment is carried out

### Performance Criteria 6

#### Allocated time

*You need to know and understand:*

- K17 what the **programme** is for the work to be carried out in the estimated, allocated time and why deadlines should be kept

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## Repair and maintain heritage roof coverings

### Additional Information

#### Scope/range related to performance criteria

#### Performance Criteria 1

- 1 interpretation of drawings, specifications, schedules, method statements, and manufacturers' information related to the work to be carried out

#### Performance Criteria 2

- 2 avoidance of risk by following the given information relating to the following
  - 2.1 methods of work
  - 2.2 safe use of personal protective equipment (PPE)
  - 2.3 safe use of access equipment
  - 2.4 safe use and storage of materials, tools and equipment

#### Performance Criteria 3

- 3 selection of resources associated with own work
  - 3.1 materials, components and fixings
  - 3.2 tools and equipment

#### Performance Criteria 4

- 4 protection of the work and its surrounding area from damage
- 5 minimise damage and maintain a clean work space
- 6 disposal of waste in accordance with legislation

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## Repair and maintain heritage roof coverings

### Performance Criteria 5

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- 7 ~~demonstration of work skills to remove, clean, stack, store, prepare, measure, mark out, fix, fit, finish, position and secure~~
  - 8 use and maintain hand tools, portable power tools and ancillary equipment
  - 9 repair existing roof coverings and carry out maintenance to roofs or elevations to given working instructions relating to at least two of the following:
    - 9.1 vernacular and roofing styles specific to geographical areas (for example Kent pegs, Yorkshire stone slates)
    - 9.2 places of religious worship
    - 9.3 stately homes
    - 9.4 public buildings
    - 9.5 historic buildings
    - 9.6 castles and/or fortified buildings
    - 9.7 conservation areas
    - 9.8 listed buildings
  - 10 repair and maintain roofs to given working instructions in at least three of the following ways:
    - 10.1 replacing natural slates/stone slates and/or tiles
    - 10.2 replacing battens
    - 10.3 replacing hip and ridge coverings
    - 10.4 replacing flashings
    - 10.5 clearing and treating blockages to gutters, outlets and other draining areas
    - 10.6 re-bedding and pointing
    - 10.7 torching (back pointing)

### Performance Criteria 6

- 10 completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

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## Repair and maintain heritage roof coverings

### Scope/range related to knowledge and understanding

#### **Disposal of waste**

- 1 ~~environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance~~

#### **Emergencies**

- 2 operative's response to situations in accordance with organisational authorisation and personal skills when involved with
- 2.1 fires, spillages, injuries
  - 2.2 emergencies relating to occupational activities

#### **Hazards**

- 3 those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

#### **Information**

- 4 drawings, specifications, schedules, method statements, manufacturers' information, archaeological watching brief, historical conservation plans and charters, legislation and regulations governing buildings

#### **Legislation and official guidance**

- 5 this relates to the operative's responsibilities regarding potential accidents and health hazards whilst working in the workplace, in confined spaces, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting

#### **Maintenance**

- 6 operative care of hand tools and/or portable power tools and ancillary equipment

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## Repair and maintain heritage roof coverings

### Methods of work

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- 7 application of knowledge for safe work practices, procedures and skills, relating to the method/area of work and materials used, to
    - 7.1 differentiate between like-for-like repairs and honest repairs, including date marking
    - 7.2 remove and salvage reusable existing roof coverings
    - 7.3 identify and resolve roof leaks, blockages and general repairs in keeping with the existing roof covering
    - 7.4 fix slate or stone to boarded surfaces (sarking)
    - 7.5 identify and implement preventative remedial and maintenance work
    - 7.6 mix and apply mortar to meet the requirements of the contract
    - 7.7 torch (back point)
    - 7.8 validate appropriate ways in which the work should be carried out
    - 7.9 recognise sensitive areas
    - 7.10 maintain heritage and archaeological integrity
    - 7.11 maintain the principles of minimum intervention and reversible alterations
    - 7.12 stop work at the point when conjecture begins and report findings
    - 7.13 record work carried out (written, photographic or digital)
    - 7.14 recognise and/or report endangered/protected flora and fauna
    - 7.15 remove deteriorated and/or inappropriate materials
    - 7.16 maintain existing structure
    - 7.17 integrate existing and new constructional components or finishes
    - 7.18 store salvageable fabric, materials and structural components
    - 7.19 use hand tools, power tools and equipment
    - 7.20 use ancillary equipment
    - 7.21 work at height
    - 7.22 use access equipment
  - 8 team work and communication
  - 9 needs of other occupations associated with repairing or maintaining heritage roof coverings

### Personal protective equipment (PPE)

- 10 occupational use, types, purpose of each type and work situations

### Problems

- 11 those arising from information, resources and methods of work
  - 11.1 own authority to rectify
  - 11.2 organisational reporting procedures

### Programme

- 12 types of progress charts, timetables and estimated times
- 13 organisational procedures for reporting circumstances which will affect the work programme



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## **Repair and maintain heritage roof coverings**

### **Protect work**

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- 14 ~~protect work against damage from general workplace activities, other occupations and adverse weather conditions~~

### **Resources**

- 15 materials, components and equipment relating to types, quantity, quality, sizes and sustainability of standard and/or specialist
  - 15.1 battens, sarking boards, sand, cement, lime, underlay, tiles, natural slates/stone slates, fittings, flashings, insulation, fixings, ventilators and associated ancillary items
  - 15.2 hand and/or powered tools and equipment
- 16 methods of calculating quantity, length, area and wastage associated with the method/procedure to repair and maintain heritage roof coverings

### **Security procedures**

- 17 site, workplace, company and operative

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## Repair and maintain heritage roof coverings

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**Relevant occupations** Roofers, Roof Tilers and Slaters

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**Suite** Heritage Skills (Construction)

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