

COSVR365 – SQA Unit Code HL5W 04 Segregate the area for highways works



Overview

This standard is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and preparing for and segregating the area for highways works

This standard is for people working in the occupational area of road building and maintenance, can be used by operatives, supervisors and managers

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Performance criteria

- 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 and healthy 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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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, when and how **health and safety control equipment** should be used
- K9 how to comply with environmentally responsible work practices to meet current **legislation and official guidance**

Performance Criteria 3

Selection of resources

You need to know and understand:

- K10 the characteristics, quality, uses, sustainability, limitations and defects associated with the **resources** and how defects should be rectified
- K11 how the **resources** should be used and how any **problems** associated with the **resources** are reported
- K12 the organisational procedures to select **resources**, why they have been developed and how they are used
- K13 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

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Performance Criteria 4

Minimise the risk of damage

You need to know and understand:

- K14 how to **protect work** from damage and the purpose of protection
- K15 why **disposal of waste** should be carried out safely and how it is achieved

Performance Criteria 5

Meet the contract specification

You need to know and understand:

- K16 how **methods of work**, to meet the specification, are carried out and **problems** reported
- K17 how **maintenance** of tools and equipment is carried out

Performance Criteria 6

Allocated time

You need to know and understand:

- K18 what the **programme** is for the work to be carried out in the estimated, allocated time and why deadlines should be kept

Additional Information

Scope/range related to performance criteria

Performance Criteria 1

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

Performance Criteria 2

- 2 avoidance of risk by complying with the given information relating to the following
 - 2.1 methods of work
 - 2.2 safe use of health and safety control equipment
 - 2.3 safe use, storage and handling of materials, tools and equipment
 - 2.4 specific risks to health
 - 2.5 others affected by the work

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 maintain a clear and tidy work space
- 6 disposal of waste in accordance with current legislation

Performance Criteria 5

- 7 demonstration of work skills to measure, locate, set out, position, assemble, maintain and remove
- 8 use and maintain tools and ancillary equipment
- 9 segregate the area for live highways works in compliance with recognised current legislation and official guidance and given working instructions relating to the following
 - 9.1 access and egress to site
 - 9.2 work activity and storage of resources
 - 9.3 signs, cones, lighting and guarding, portable traffic signals for temporary traffic management control
- 10 maintain and remove signs, lighting and guarding, portable traffic signals in compliance with recognised current legislation and official guidance

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Performance Criteria 6

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

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, methods of work, manufacturers' technical information, statutory regulations and official guidance

Health and safety control equipment

- 4 identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
 - 4.1 collective protective measures
 - 4.2 personal protective equipment (PPE)
 - 4.3 respiratory protective equipment (RPE)

Information

- 5 drawings, specifications, schedules, risk assessments, method statements, manufacturers' information, verbal, written and graphical instructions, electronic data, current regulations and current legislation, official guidance and Codes of Practice governing traffic management relating to the highways works

Legislation and official guidance

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

Maintenance

- 7 operative care of hand tools, power tools, ancillary equipment and traffic control equipment

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Methods of work

- 8 application of knowledge for safe and healthy work practices, procedures and skills relating to the method and area of work and materials used to:
 - 8.1 plan and implement the agreed plan for site safety, access and egress, work activities and storage of resources and temporary traffic management control around the highways works
 - 8.2 set out signs, cones, lights, portable traffic signals and guarding for temporary traffic management control
 - 8.3 work around street furniture and ironwork
 - 8.4 deal with others affected by the work
 - 8.5 check and maintain operation of traffic control equipment
 - 8.6 dismantle and remove signs, lights, cones, portable traffic signals and guarding for temporary traffic management control
 - 8.7 return infrastructure to operational status
 - 8.8 recognise and determine when specialist skills and knowledge are required and report accordingly
 - 8.9 use hand tools, power tools and equipment
- 9 team work and communication
- 10 needs of other occupations associated with segregating the area for highways works

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 productivity targets and time scales
- 13 how times are estimated
- 14 organisational procedures for reporting circumstances which will affect the work programme

Protect work

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

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Resources

- 16 materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and specialist:
 - 16.1 signs, lights, guards and portable traffic signals
 - 16.2 pedestrian and vehicular traffic control systems
 - 16.3 hand tools, power tools and ancillary equipment
- 17 identify by calculation, quantity, length, area and wastage associated with the method and procedure for segregating the area for highways works

Security procedures

- 18 site, workplace, company and operative

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