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## Overview

This standard is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment, preparing and laying modular paving manually or by machine

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

# COSVR367 – SQA Unit Code HL8E 04

## Lay modular pavement

### 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 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

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*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

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### Additional Information

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#### Scope/range related to performance criteria

##### **Performance Criteria 1**

- 1 interpretation of drawings, specifications, schedules, risk assessments, method statements 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

##### **Performance Criteria 3**

- 3 selection of resources associated with own work
  - 3.1 materials and components
  - 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 set out, prepare, measure, mark out, cut, place, lay, level, align, compact and finish
- 8 use and maintain hand tools, power tools and ancillary equipment
- 9 place bedding and lay modular paving manually and/or by machine to given working instructions, to produce a bound or unbound pavement using at least two of the following
  - 9.1 block paving
  - 9.2 brick paving
  - 9.3 stone and/or concrete setts
  - 9.4 flags
  - 9.5 natural stone rough cut (riven and/or cropped)
  - 9.6 natural stone uniformly cut (sawn in dimension)

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### **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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### Scope/range related to knowledge and understanding

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#### **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 and current regulations governing the laying of modular paving

#### **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, 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 and ancillary 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 confirm the area and location of work, the operations, safety and security requirements including temporary traffic management and immediate area protection
  - 8.2 confirm the type of block, brick, sett, flag and natural stone modular paving unit, bedding and jointing materials
  - 8.3 conform to the agreed specifications
  - 8.4 identify the differences between rigid (bound) and flexible (unbound) pavements
  - 8.5 Inspect and confirm substrate as acceptable for laying modular paving to given specification
  - 8.6 set out the area and prepare substrate for modular pavement construction
  - 8.7 install kerbs, channels, edgings and drainage
  - 8.8 mark and cut modular paving
    - 8.9 lay modular block, brick, sett, flag and natural stone paving manually and by machine to the required design and pattern, levels and stability
  - 8.10 work around street furniture and ironwork
  - 8.11 work with, in close proximity to and around plant or machinery
  - 8.12 monitor and check work against specification(s)
  - 8.13 lift modular paving for removal, maintenance and repair
  - 8.14 maintain and repair modular paving to match existing design functions
  - 8.15 return infrastructure to operational status
  - 8.16 recognise and determine when specialist skills and knowledge are required and report accordingly
  - 8.17 use hand tools, power tools and equipment
- 9 team work and communication
- 10 needs of other occupations associated with laying modular paving



**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

**Resources**

- 16 materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and specialist:
  - 16.1 graded granular material, mortar and concrete
  - 16.2 blocks, stone setts, bricks, flags, natural stone
  - 16.3 kerbs, channels, drainage
  - 16.4 hand tools, power tools and equipment
- 17 identify by calculation, quantity, length, area, volume and wastage associated with the method and procedure to lay modular paving

**Security procedures**

- 18 site, workplace, company and operative

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## Lay modular pavement

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