

COSVR671 – SQA Unit Code HM4G 04

Determine and advise on the viability of repair or replacement for returning plant or machinery to service



Overview

This standard is about

- 1 interpreting information
- 2 adopting safe and healthy working practices
- 3 selecting materials, components, consumables and equipment
- 4 determining and advising on the work required and the value of returning plant or machinery to service by repair or replacement

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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

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

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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

Performance Criteria 5

Meet the contract specification

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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Additional Information

Scope/range related to performance criteria

Performance Criteria 1

- 1 interpretation of drawings, specifications, schedules, procedures, method statements, risk assessments, workshop manuals, technical service bulletins, parts manuals, price lists 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 at least five of the following
 - 2.1 methods of work
 - 2.2 safe use of health and safety control equipment
 - 2.3 safe use of access equipment
 - 2.4 safe use, storage and handling of materials
 - 2.5 safe use and storage of tools and equipment
 - 2.6 specific risks to health

Performance Criteria 3

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

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 current legislation

Performance Criteria 5

- 7 demonstration of work skills to inspect, measure, check, collect, collate, analyse, record and report
- 8 use and maintain hand tools, portable power tools, specialist measuring and inspection instruments and ancillary equipment
- 9 inspect and assess plant or machinery in order to determine and advise on the viability of repair or replacement to given working instructions by consideration of at least five of the following
 - 9.1 time
 - 9.2 labour costs
 - 9.3 cost of component, sub-assemblies and parts

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- 9.4 cost of consumables
 - 9.5 cost of overheads (transport, delivery, operational down time, power consumption, specialist tools and services)
 - 9.6 cost of replacement, like for like
 - 9.7 cost of replacement, alternative item of plant or machinery
 - 9.8 benefits of replacement
 - 9.9 availability of resources and capability
 - 9.10 report findings
- 10 complete and maintain records
- Performance Criteria 6**
- 11 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

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

Health and safety control equipment

- 4 identified by the principles of protection 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)
 - 4.4 local exhaust ventilation (LEV)

Information

- 5 drawings, specifications, schedules, procedures, method statements, risk assessments, workshop manuals, technical service bulletins, parts manuals, price lists, manufacturers' information and current regulations associated with construction plant or machinery maintenance

Legislation and official guidance

- 6 this relates to the operative's responsibilities regarding potential accidents and health hazards whilst working in the workplace, below ground level, 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

- 7 operative care of hand tools and portable power tools, specialist measuring and inspection instruments 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/area of work and materials used to:
 - 8.1 inspect plant or machinery to determine the work requirements
 - 8.2 estimate costs: time and labour, component, sub-assemblies, parts, consumables, overheads (transport, delivery, operational down time, power consumption, specialist tools and services)
 - 8.3 identify the cost of like for like replacement
 - 8.4 identify different items of plant and machinery that will provide the same and improved operational service
 - 8.5 consider the benefits of replacement
 - 8.6 report findings
 - 8.7 use hand tools, portable power tools, specialist measuring and inspection instruments and ancillary equipment
 - 8.8 work at height
 - 8.9 use access equipment
 - 8.10 complete and maintain records
- 9 team work and communication
- 10 needs of other occupations associated with determining and advising on the viability of repair or replacement for returning plant and machinery to service

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

Protect work

- 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 the sustainability of standard and/or specialist:
 - 15.1 hand tools, portable powered tools, specialist measuring and inspection instruments and ancillary equipment
 - 15.2 fixings / fittings
- 16 methods of calculating quantity, length, area, volume and wastage associated with the method/procedure to determine the work required and the value of returning plant or machinery to service

Security procedures

- 17 site, workplace, company and operative

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