

COSVR198 – SQA Unit Code HT9D 04

Provide details to memorial stones



Overview

This standard is about

- 1 interpreting information
- 2 adopting safe and healthy working practices
- 3 selecting materials, components and equipment
- 4 providing lettering and ornamentation on memorial stones

COSVR198 – SQA Unit Code HT9D 04

Provide details to memorial stones

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 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

COSVR198 – SQA Unit Code HT9D 04

Provide details to memorial stones

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

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

COSVR198 – SQA Unit Code HT9D 04

Provide details to memorial stones

You need to know and understand:

Performance Criteria 5

Meet the contract specification

- 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

You need to know and understand:

Performance Criteria 6

Allocated time

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

COSVR198 – SQA Unit Code HT9D 04

Provide details to memorial stones

Additional Information

Scope/range related to performance criteria

Performance Criteria 1

- 1 interpretation of drawings, specifications, schedules and risk assessments 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 health and safety control equipment
 - 2.3 safe use and storage of materials, tools and equipment

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 minimise damage and maintain a clean work space
- 6 disposal of waste in accordance with legislation

Performance Criteria 5

- 7 demonstration of work skills to measure, mark out, position, ornament and finish
- 8 use and maintain hand tools and/or portable power tools and ancillary equipment
- 9 produce details on memorial stones to given working instructions
 - 9.1 sand blast lettering
 - 9.2 sand blast ornamentation
 - 9.3 painting to letters and ornamentation
 - 9.4 gilding to letters and ornamentation
 - 9.5 hand polished (honed) surfaces

Performance Criteria 6

- 10 completion of own work within the estimated, allocated time

COSVR198 – SQA Unit Code HT9D 04

Provide details to memorial stones

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 injuries

Hazards

- 3 those identified by risk assessment, method of work, 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, method statements, risk assessments, technical information and appropriate regulations

Legislation and official guidance

- 6 this relates to the operative's responsibilities regarding potential accidents and health hazards whilst working in the workplace, 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/or portable power tools and ancillary equipment

COSVR198 – SQA Unit Code HT9D 04

Provide details to memorial stones

Methods of work

- 8 application of knowledge for safe work practices, procedures and skills, relating to the method/area of work and materials used, to
 - 8.1 sand blast lettering and ornamental relief work
 - 8.2 paint to lettering and relief work
 - 8.3 gild to lettering and relief work
 - 8.4 hand polish (honed) surfaces
 - 8.5 operate sand blast equipment
 - 8.6 generate designs/lettering using computer equipment
 - 8.7 lift and position memorial stones
 - 8.8 use hand tools and ancillary tools
- 9 team work and communication
- 10 needs of other occupations associated with providing details to memorial stones

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 sustainability of standard and/or specialist
 - 15.1 memorial stone
 - 15.2 templets
 - 15.3 vinyl sheeting
 - 15.4 paints
 - 15.5 gold leaf
 - 15.6 varnish
 - 15.7 hand and/or ancillary tooling and mechanical lifting equipment (slings/lewis pins)
- 16 methods of calculating quantity, length, area, volume and wastage associated with the method/procedure to provide details to memorial stones

Security procedures

- 17 site, workplace, company and operative

COSVR198 – SQA Unit Code HT9D 04

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