



Higher National Unit Specification

General information

Unit title: Facilities Management: Sustainability, Environmental Issues and their Impact (SCQF level 7)

Unit code: HL97 34

Superclass: VH

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Unit purpose

This unit enables learners to develop their knowledge of the importance of sustainability and how Facilities Management impacts on the environment. The unit also develops understanding of the principles and methods of waste management. This unit is suited to learners who are working in or seeking to work in the field of Facilities Management and is part of the HNC Facilities Management group award.

Outcomes

On successful completion of the unit the learner will be able to:

- 1 Explain the impact of Facilities Management on the environment.
- 2 Describe the management of waste.
- 3 Explain the role of the Facilities Manager in promoting environmental awareness and responsibility.

Credit points and level

1 Higher National unit credit at SCQF level 7: (8 SCQF credit points at SCQF level 7)

Recommended entry to the unit

Entry to this Unit is at the discretion of the delivering centre.

Higher National Unit Specification: General information (cont)

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Core Skills

Opportunities to develop aspects of Core Skills are highlighted in the support notes for this unit specification.

There is no automatic certification of Core Skills or Core Skill components in this unit.

Context for delivery

If this unit is delivered as part of a group award, it is recommended that it should be taught and assessed within the subject area of the group award to which it contributes.

Equality and inclusion

This unit specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence.

Further advice can be found on our website www.sqa.org.uk/assessmentarrangements.

Higher National Unit Specification: Statement of standards

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Acceptable performance in this unit will be the satisfactory achievement of the standards set out in this part of the unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

Where evidence for outcomes is assessed on a sample basis, the whole of the content listed in the Knowledge and/or Skills section must be taught and available for assessment. Learners should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Explain the impact of Facilities Management on the environment.

Knowledge and/or skills

- ◆ Sustainability
- ◆ Environmental legislation
- ◆ Roles and responsibilities of facilities managers
- ◆ Mitigation, reduction and management of environmental impact within a Facilities Management context
- ◆ Natural resources
- ◆ Developments in environmental management

Outcome 2

Describe the management of waste.

Knowledge and/or skills

- ◆ Principles of waste management
- ◆ Methods and systems for waste management
- ◆ Relevant Legislation

Outcome 3

Explain the role of the Facilities Manager in promoting environmental awareness and responsibility.

Knowledge and/or skills

- ◆ Consumption and emission control
- ◆ Environmental policies

Higher National Unit Specification: Statement of standards (cont)

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Evidence requirements for this unit

Learners will need to provide evidence to demonstrate their knowledge and/or skills across all outcomes by showing that they can:

For **Outcome 1:**

- ◆ explain the term sustainability.
- ◆ describe the Environmental Legislation relevant to the Facilities Management industry.
- ◆ explain the role and responsibilities that a Facilities Manager has in supporting sustainability.
- ◆ explain the range of impacts of Facilities Management activities on the environment.
- ◆ explain how the Facilities Manager can mitigate, reduce or manage the impact of their activities on the environment.
- ◆ explain the environmental advantages and disadvantages associated with the various resources commonly utilised by Facilities Managers.
- ◆ describe new and on-going developments in environmental management and explain how these may affect Facilities Managers.

For **Outcome 2:**

- ◆ explain the principles of waste minimisation.
- ◆ describe methods and systems used to manage waste.
- ◆ identify the relevant legislation in relation to handling, transporting, treating and disposing of waste.

For **Outcome 3:**

- ◆ explain how the Facilities Manager can influence uses of natural resources, consumption and emissions control to reduce the impact on the environment.
- ◆ explain how the Facilities Manager can increase awareness and involvement of staff, contractors and suppliers in relation to environmental policies and sustainability.



Higher National Unit support notes

Unit title: Facilities Management: Sustainability, Environmental Issues and their Impact (SCQF level 7)

Unit support notes are offered as guidance and are not mandatory.

While the exact time allocated to this unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this unit

The following guidance provides additional information on the extent and scope of information learners could expect to display when meeting outcomes. This unit could provide underpinning knowledge covered by National Occupational Standard unit 'Contribute to sustainable best practice through facilities management' (ASTFM419).

For **Outcome 1:**

- ◆ Sustainability should cover the wider relationship between an organisation, its stakeholders and the community.
- ◆ The legislation associated with sustainability and environmental issues could be supported with examples of specific legislation, eg waste management, and of relevant broader legislation and agreements, eg building regulations, town and country planning, Kyoto Protocol/Paris Agreement.
- ◆ The range of impacts of Facilities Management activities on the environment is could be supported with examples such as potential impacts on greenhouse gases, pollution, resource depletion, biodiversity, etc.

For **Outcome 2:**

- ◆ The principles of waste minimisation should make reference to the '3Rs' — Reduce, Reuse, Recycle.
- ◆ All relevant legislation with regard to the management and disposal of waste, as it relates to the Facilities Management role, should be covered.

For **Outcome 3:**

- ◆ The Facilities Manager's influence over the use of natural resources, consumption and emissions could include reference to monitoring consumption, promotion of better use of space and assets and encouraging the use of video conference.
- ◆ The Facilities Manager's role in increasing awareness and involvement of staff, contractors and suppliers in relation to environmental policies could reference initiatives such as environmental committees, publicising initiatives, targets and results, inclusion in senior management and supplier review agenda.

Higher National Unit support notes (cont)

Unit title: Facilities Management: Sustainability, Environmental Issues and their Impact (SCQF level 7)

Guidance on approaches to delivery of this unit

This unit is likely to form part of a group award designed to provide learners with technical and professional skills and knowledge for employment within Facilities Management . It supports delivery for learners who are employed within this field and will be able to draw on their previous knowledge and experience of the sector. It would be appropriate for centres to contextualise their teaching and encourage learners to use evidence and case studies from employment.

There are a range of textbooks and web resources that learners may find helpful.

Guidance on approaches to assessment of this unit

Evidence can be generated using different types of assessment. The following are suggestions only. There may be other methods that would be more suitable to learners.

Centres are reminded that prior verification of centre-devised assessments would help to ensure that the national standard is being met. Where learners experience a range of assessment methods, this helps them to develop different skills that should be transferable to work or further and higher education.

Due to the focus on vocational skills and experience relevant to the Facilities Management sector throughout this unit, suggested methods for assessment will focus on utilising the learner's own experience. Suitable forms assessment would include essay, portfolio and case study.

This unit could be assessed outcome by outcome, two or more outcomes together or all outcomes together, providing a holistic assessment of the unit.

Opportunities for integration of assessment is possible with other units with the HNC Facilities Management.

Assessment could be delivered as an e-assessment if desired.

Opportunities for e-assessment

E-assessment may be appropriate for some assessments in this unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment as specified in the evidence requirements are met, regardless of the mode of gathering evidence. The most up-to-date guidance on the use of e-assessment to support SQA's qualifications is available at www.sqa.org.uk/e-assessment.

Higher National Unit support notes (cont)

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Opportunities for developing Core and other essential skills

There is no automatic certification of Core Skills or Core Skills Components in this unit, however there may be opportunities to develop the Core Skill of *Communication* at SCQF level 5.

History of changes to unit

Version	Description of change	Date

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General information for learners

Unit title: Facilities Management: Sustainability, Environmental Issues and their Impact (SCQF level 7)

This section will help you decide whether this is the unit for you by explaining what the unit is about, what you should know or be able to do before you start, what you will need to do during the unit and opportunities for further learning and employment.

This unit has been designed to develop your understanding of the importance of sustainability and how Facilities Management impacts on the environment. The unit also develops understanding of the principles and methods of waste management.

In Outcome 1 you will learn about sustainability and how it relates to Facilities Management.

In Outcome 2 you will learn how to manage waste and dispose of it safely.

In Outcome 3 you will learn how the Facilities Manager can contribute to improving environmental awareness and responsibility.

This unit could be assessed outcome by outcome, two or more outcomes together or all outcomes together, providing a holistic assessment of the unit. You will be encouraged to link assessments to your experience.