



Regulated Qualifications Unit and Assessment Specification

Unit title	Setting Out Secondary Dimensional Work Control in the Workplace
Regulator unit code	J/616/3844
SQA unit code	HE4M 66
SSC Ref	VR 401 v2

History of changes

Publication date: June 2016

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Version number	Date	Description	Authorised by
02	September 2017	Unit Specification updated to reflect current Ofqual terminology	Qualifications Officer

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Regulated qualifications unit specification

Title	Setting Out Secondary Dimensional Work Control in the Workplace	
Level	2	
Credit value	7	
Learning outcomes	Assessment criteria	
The learner will:	The learner can:	
1 Interpret the given information relating to setting out dimensional control of the work.	1.1 Interpret and extract relevant information from drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and reference points.	1.2 Comply with information and/or instructions derived from risk assessments and method statements.
	1.3 Describe the organisational procedures developed to report and rectify inappropriate information and unsuitable resources and how they are implemented.	1.4 Describe different types of information, their source and how they are interpreted in relation to: <ul style="list-style-type: none"> ◆ drawings, specifications, schedules, method statements, risk assessments, manufacturers' information, reference points and current regulations governing buildings and construction work.
2 Know how to comply with relevant legislation and official guidance to set out dimensional control of the work	2.1 Describe their responsibilities regarding potential accidents, health hazards and the environment whilst working: <ul style="list-style-type: none"> ◆ 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. 	2.2 Describe the organisational security procedures for tools, equipment and personal belongings in relation to site, workplace, company and operative.

Learning outcomes The learner will:	Assessment criteria The learner can:
	2.3 Explain what the accident reporting procedures are and who is responsible for making reports.
3 Maintain safe and healthy working practices when setting out dimensional control of the work.	<p>3.1 Use health and safety control equipment safely and comply with the methods of work to carry out the activity in accordance with legislation and organisational requirements during setting out dimensional control of the work.</p> <p>3.2 Demonstrate compliance with given information and relevant legislation when setting out dimensional control of the work in relation to two or more of the following:</p> <ul style="list-style-type: none"> ◆ safe use of access equipment/working platforms ◆ safe handling of materials ◆ safe use and storage of materials, tools and equipment ◆ specific risks to health. <p>3.3 Explain why and when health and safety control equipment, identified by the principles of protection, should be used, relating to setting out dimensional control of the work, and the types, purpose and limitations of each type, the work situation and general work environment, in relation to:</p> <ul style="list-style-type: none"> ◆ collective protective measures ◆ personal protective equipment (PPE) ◆ respiratory protective equipment (RPE) ◆ local exhaust ventilation (LEV). <p>3.4 Describe how the relevant health and safety control equipment should be used in accordance with the given working instructions.</p>

Learning outcomes The learner will:	Assessment criteria The learner can:
	3.5 Describe how emergencies should be responded to in accordance with organisational authorisation and personal skills when involved with fires, spillages, injuries and other task-related activities.
4 Select the required quantity and quality of resources to set out dimensional control of the work.	<p>4.1 Select resources associated with the work in relation to measuring tools and instruments, marking materials/components, tools and equipment.</p> <p>4.2 Describe the characteristics, quality, uses, sustainability, limitations and defects associated with the resources, and how they should be used correctly, relating to:</p> <ul style="list-style-type: none"> ◆ measuring tools and instruments ◆ marking equipment ◆ level and alignment tools. <p>4.3 Describe how the resources should be used correctly and how problems associated with the resources are reported.</p> <p>4.4 Explain why the organisational procedures have been developed and how they are used for the selection of required resources.</p> <p>4.5 Describe any potential hazards associated with the resources and methods of work.</p> <p>4.6 Describe how to identify quantity of resources associated with the method/procedure to set out for secondary dimensional work control.</p>
5 Minimise the risk of damage to the work and surrounding area when setting out dimensional control of the work.	<p>5.1 Protect the work and its surrounding area from damage in accordance with safe working practices and organisational procedures.</p> <p>5.2 Prevent damage and maintain a clean work area.</p>

Learning outcomes	Assessment criteria
The learner will:	The learner can:
	<p>5.3 Dispose of waste in accordance with current legislation.</p> <p>5.4 Describe how to protect work from damage and the purpose of protection in relation to general workplace activities, other occupations and adverse weather conditions.</p> <p>5.5 Explain why the disposal of waste should be carried out safely in accordance with environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p>
<p>6 Complete the work within the allocated time when setting out dimensional control of the work.</p>	<p>6.1 Demonstrate completion of the work within the allocated time.</p> <p>6.2 Describe the purpose of the work programme and describe why deadlines should be kept in relation to:</p> <ul style="list-style-type: none"> ◆ types of progress charts, timetables and estimated times ◆ organisational procedures for reporting circumstances which will affect the work programme.
<p>7 Comply with the given contract information to set out dimensional control of the work to the required specification.</p>	<p>7.1 Demonstrate the following work skills when setting out dimensional control of the work:</p> <ul style="list-style-type: none"> ◆ transferring, transposing, levelling, measuring, marking, positioning, fixing and securing. <p>7.2 Use and maintain hand tools, measuring and marking equipment.</p>

Learning outcomes	Assessment criteria
<p>The learner will:</p>	<p>The learner can:</p> <p>7.3 Set out secondary dimensional control for the work to given working instructions for three or more of the following:</p> <ul style="list-style-type: none"> ◆ line ◆ level ◆ depth ◆ area ◆ height ◆ angle. <p>7.4 Describe how to apply safe and healthy work practices, follow procedures, report problems and establish authority needed to rectify, to:</p> <ul style="list-style-type: none"> ◆ measure and set out secondary dimensional control for the work ◆ measure, align and level to dimensional control requirements ◆ transfer and set out lines, angles and levels to dimensional control requirements ◆ recognise and determine when specific skills and knowledge are required and report accordingly ◆ use hand tools, measuring and marking equipment ◆ work at height ◆ use access equipment. <p>7.5 Describe how to calculate height, depth, angle, length and area associated with the method/procedure to set out secondary dimensional work control.</p> <p>7.6 Describe the needs of other occupations and how to effectively communicate within a team when setting out dimensional control of the work.</p> <p>7.7 Describe how to maintain the hand tools, measuring, marking and ancillary and equipment used to set out dimensional control of the work.</p>

Additional information about the unit
Unit purpose and aim(s)
The aim of this unit is to illustrate the skills, knowledge and understanding required to confirm competence in setting out secondary dimensional work control in the workplace within the relevant sector of industry.
Unit start date
01 June 2016
Details of the relationship between the unit and relevant national occupational standards (if appropriate)
This unit is based on the National Occupational Standard 'Set out secondary dimensional work control' (VR 401 v2)
Details of the relationship between the unit and other standards or curricula (if appropriate)
N/A
Assessment requirements specified by a sector or regulatory body (if appropriate)
<p>This unit must be assessed in a work environment, in accordance with:</p> <ul style="list-style-type: none"> ◆ the Additional Requirements for Qualifications using the title NVQ ◆ the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment. <p>Assessors for this unit must have verifiable, current industry experience and a sufficient depth of relevant occupational expertise and knowledge, and must use a combination of assessment methods as defined in the Consolidated Assessment Strategy.</p> <p>Workplace evidence of skills cannot be simulated.</p>
Endorsement of the unit by a sector or other appropriate body (if required)
ConstructionSkills
Location of the unit within the subject/sector classification system
5.2 Building and Construction
Name of the organisation submitting the unit
ConstructionSkills
Guided Learning Hours
33

Regulated qualifications assessment specification

Assessment (evidence) requirements

Learners are required to produce evidence to confirm that they have achieved all learning outcomes and assessment criteria outlined in this unit. Learner training and assessment should take place in as realistic an environment as possible to that of a live working site. Performance evidence is required to demonstrate that the learner has achieved the standard specified in the learning outcomes and assessment criteria. Performance evidence must be produced at an appropriate point in training under supervised conditions once the learner has developed the necessary skills and knowledge required to carry out the assessment. This performance evidence must be supplemented with a completed assessor observational/operational checklist. As part of the assessment for this unit, the learner may be required to produce evidence of a method statement and a completed risk assessment for a specified training activity. Oral or written evidence of knowledge and understanding may be demonstrated by the learner during practical assignments set for all learning outcomes and noted at the time by the training assessor.

Guidance on instruments of assessment

Centres may use the method of assessment which they consider to be most appropriate. It is expected that learners will have to demonstrate current knowledge and understanding of safe working practice and risk assessment methods, etc prior to being set the assessment tasks. Opportunities for integrated assessment of this unit may be possible with all mandatory units. Knowledge and understanding of the processes involved in removing and replacing components should be assessed before any practical assignments are carried out by learners. This will include assessment of a learner's ability to prepare the work area for removing and replacing components. Practical assignments should be carried out under supervised conditions and recorded in an assessor observation/operational checklist. Assessments should confirm that a learner has the ability to remove and replace components using designated machinery or equipment correctly and safely, whilst adhering to current statutory health and safety regulations and legislation. Adherence to current statutory working regulations and health and safety procedures will be observed during the practical exercise carried out by the learner towards all learning outcomes.