



Unit Specification for Regulated Qualifications

Unit title	Maintaining Timber and Proprietary Formwork Systems in the Workplace
Unit Level	2
Credit	12
Guided Learning Hours	75
SQA Unit code	HW4P 68
Regulator Unit code	F/616/5706
Publication date	October 2017
Unit owner and reference	CITB Unit ref 787v1 06-16
Version	1

Title:	Maintaining timber and proprietary formwork systems in the workplace
Level:	2
Value for TQT:	120
Learning outcomes <i>The learner will be able to:</i>	Assessment criteria <i>The learner can:</i>
1 Interpret the given information relating to the work and resources when maintaining timber and proprietary formwork systems.	1.1 Interpret and extract relevant information from drawings, specifications, schedules method statements, risk assessments and manufacturers' information.
	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 statement, risk assessments, manufacturers' and suppliers' information and current regulations.
2 Know how to comply with relevant legislation and official guidance when maintaining timber and proprietary formwork systems.	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.
	2.3 Explain what the accident reporting procedures are and who is responsible for making reports.

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3 Maintain safe and healthy working practices when maintaining timber and proprietary formwork systems.	3.1 Use health and safety control equipment safely and comply with the methods of work to carry out the activity in accordance with current legislation and organisational requirements when maintaining timber and proprietary formwork systems.
	3.2 Demonstrate compliance with given information and relevant legislation when maintaining timber and proprietary formwork systems in relation to the following: <ul style="list-style-type: none"> – safe use of access equipment – safe use, storage and handling of materials, tools and equipment – specific risks to health.
	3.3 Explain why and when health and safety control equipment, identified by the principles of prevention should be used, relating to maintain timber and proprietary formwork systems and the types, purpose and limitations of each type, the work situation and general work environment, in relation to: <ul style="list-style-type: none"> – collective protective measures – personal protective equipment (PPE) – respiratory protective equipment (RPE) – local exhaust ventilation (LEV)
	3.4 Describe how the relevant health and safety control equipment should be used in accordance with the given working instructions.
	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.

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4 Select the required quantity and quality of resources for the methods of work to maintain timber and proprietary formwork systems.	4.1 Select resources associated with own work in relation to materials, components, fixings, tools and equipment.
	4.2 Describe the characteristics, quality, uses, sustainability, limitations and defects associated with the resources in relation to: <ul style="list-style-type: none"> – timber, timber sheets and non-timber based sheet material – proprietary formwork and associated items – tie systems – soldiers and walings – protective coatings – fittings and fixings – access equipment – hand tools, portable power tools and equipment
	4.3 Describe how to confirm that the resources and materials conform to the specification.
	4.4 Describe how the resources should be used correctly and how problems associated with the resources are reported.
	4.5 Explain why the organisational procedures have been developed and how they are used for the selection of required resources.
	4.6 Describe any potential hazards associated with the resources and methods of work.
	4.7 Describe how to calculate <u>quantity, length, area and wastage</u> associated with the method/procedure to maintain timber and proprietary formwork systems.
5 Minimise the risk of damage to the work and surrounding area when maintaining timber and proprietary formwork systems.	5.1 Protect the work and its surrounding area from damage in accordance with safe working practices and organisational procedures.
	5.2 Maintain a clean work space.
	5.3 Dispose of waste in accordance with current legislation.
	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.
	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.

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6	Complete the work within the allocated time when maintaining timber and proprietary formwork systems.	6.1 Demonstrate completion of the work within the allocated time.
		6.2 Describe the purpose of the work programme and explain why deadlines should be kept in relation to: <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.
7	Comply with the given contract information to maintain timber and proprietary formwork systems. to the required specification.	7.1 Demonstrate the following work skills when maintaining timber and proprietary formwork systems. : <ul style="list-style-type: none"> – measuring, marking out, positioning, securing, finishing, removing and storing
		7.2 Use and maintain hand tools, portable power tools and ancillary equipment.
		7.3 Assemble and maintain the following timber and proprietary formwork systems to given working instructions <ul style="list-style-type: none"> – proprietary panels – make ups – box-outs – stop ends – bolt boxes
		7.4 Describe how to apply safe and healthy work practices, follow procedures, report problems and establish the authority needed to rectify them, to: <ul style="list-style-type: none"> – maintain formwork systems for columns, walls, beams, soffits, kickers and pre-cast units – position and attach soldiers and walings – construct make ups, box-outs, bolt boxes and stop ends – position and secure tie systems – apply protective coatings – recognise when formwork needs repair – attach safe lifting provision – lift and move fabricated timber and proprietary formwork – recognise and determine when specialist skills and knowledge are required and report accordingly – work with, around and in close proximity to plant and machinery – direct and guide the operations and movement of plant and machinery – use hand tools, portable power tools and equipment – work at height – use access equipment

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7 continued	7.5	Describe the needs of other occupations and how to effectively communicate within a team when maintaining timber and proprietary formwork systems.
	7.6	Describe how to maintain the tools and equipment used when maintaining timber and proprietary formwork systems.

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Additional information about this unit	
Assessment Guidance	<p>This unit must be assessed in a work environment, in accordance with the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment.</p> <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>
Sector Subject areas	5.2 Building and Construction
Availability for use	Shared unit
Unit guided learning hours	75