



STREET WORKS REASSESSMENT SCHEME

SWRS

Centre & Candidate Guidance Notes

January 2012

1. INTRODUCTION

Requirements for operatives and supervisors

To re-register with the Street Works Qualification Register (SWQR) and be issued with a new SWQR card the individual must achieve one or more of the reassessed qualifications listed below. They can only achieve the necessary qualifications via an approved centre, who will in turn register the results with the appropriate awarding body - either CABWI, City & Guilds or SQA. The awarding body will then issue the appropriate reassessed certificate(s). The qualifications of the operatives and supervisors must then be registered with the Street Works Qualifications Register in order for a new SWQR card to be issued for the individual to continue to act as a qualified operative or supervisor,

There are sixteen Reassessed Units of competence for operatives and supervisors. Nine units are applicable to operatives and eight to supervisors. One of these units (Unit 101) applies to both groups. The units are listed below, with units for operatives marked 'O' and supervisors' units marked 'S'.

<u>Unit</u>	<u>O/S</u>
101 Reassessed Location and Avoidance of Underground Apparatus	O & S
102 Reassessed Signing, Lighting & Guarding	O
103 Reassessed Excavation in the Road/Highway	O
104 Reassessed Reinstatement and Compaction of Backfill Materials	O
105 Reassessed Reinstatement of Sub-base and Roadbase in Non-Bituminous Materials	O
106 Reassessed Reinstatement in Cold-lay Bituminous Materials	O
107 Reassessed Reinstatement in Hot-lay Bituminous Materials	O
108 Reassessed Reinstatement of Concrete Slabs	O
109 Reassessed Reinstatement of Modular Surfaces and Concrete Footways	O
110 Reassessed Monitoring Signing, Lighting and Guarding	S
111 Reassessed Monitoring Excavation in the Road/Highway	S
112 Reassessed Monitoring Reinstatement and Compaction of Backfill Materials	S
113 Reassessed Monitoring Reinstatement of Sub-base and Roadbase in Non-bituminous Materials	S
114 Reassessed Monitoring Reinstatement in Bituminous materials	S
115 Reassessed Monitoring Reinstatement of Concrete Slabs	S
116 Reassessed Monitoring Reinstatement of Modular Surfaces and Concrete Footways	S

Unit certification is available for each Street Works Reassessed Unit that a candidate achieves. The achievement of various combinations of reassessed units leads to full Street Works awards. There are twelve full reassessed qualifications, which are listed below, together with the units required to achieve them.

Reassessed Certificates of Competence for Trained Operatives

1. Reassessed Excavation in the Road/Highway. (Reassessed Units 101,102 and 103)
2. Reassessed Excavation, Backfilling and Reinstatement of Construction Layers with a Cold-lay Bituminous Surface. (Reassessed Units 101,102,103,104, 105 and 106)
3. Reassessed Reinstatement of Construction Layers in Hot-lay and Cold-lay Bituminous Materials. (Reassessed Units 101, 102, 106 and 107)
4. Reassessed Reinstatement of Concrete Slabs. (Reassessed Units 101, 102 and 108)
5. Reassessed Reinstatement of Modular Surfaces and Concrete Footways. (Reassessed Units 101, 102, and 109)
6. Reassessed Signing, Lighting and Guarding. (Reassessed Unit 102)

Reassessed Certificates of Competence for Supervisors

1. Reassessed Monitoring Excavation in the Road. (Reassessed Units 101, 110 and 111)
2. Reassessed Monitoring Excavation, Backfilling and Reinstatement of Construction Layers with Bituminous Materials. (Reassessed Units 101, 110, 111, 112, 113 and 114)
3. Reassessed Monitoring Reinstatement of Construction Layers in Bituminous Materials. (Reassessed Units 101,110 and 114)
4. Reassessed Monitoring Reinstatement of Concrete Slabs. (Reassessed Units 101,110 and 115)
5. Reassessed Monitoring Reinstatement of Modular Surfaces and Concrete Footways. (Reassessed Units 101, 110 and 116)
6. Reassessed Monitoring Signing, Lighting and Guarding. (Reassessed Unit 110)

2. Preparation for the Reassessed Scheme

Reassessment is undertaken through an open book multiple choice question paper for each unit.

In order to deliver the reassessed scheme centres must seek approval from an awarding body.

In approving centres to deliver the reassessed qualifications, and ensuring quality over time, the awarding body will focus on areas such as:

- Invigilation
- Security of question papers and answers
- Examination facilities
- Internal quality assurance procedures

For further information on the above please refer to individual awarding body criteria.

Documentation provided by the awarding bodies is as follows:

- Operative Reassessed Multiple Choice question papers - versions A, B and C
- Operative Reassessed answers
- Supervisor Reassessed Multiple Choice question papers - versions A, B and C
- Supervisor Reassessed answers
- Centre Guidance

Please note: Candidates or their employers may request that training is undertaken prior to Street Works reassessment taking place, but they can also request reassessment only, without prior training. Centres must recognise that there is no obligation for candidates to undertake training before taking the reassessment test, and must provide reassessment only if required.

3. Examination Process

Examination Reference Materials

It is the centre's responsibility to ensure that full, current and clean copies of the listed reference material are made available to each candidate. Please refer to the table below for the specific reference material required for each unit. Centres must ensure they have copies of specifications and codes of practice currently in use in England, Wales, Northern Ireland or Scotland. This will largely depend on the location of the examination centre.

The reference documents listed may be available for download from the following websites or may be purchased from any good book store. Centres must ensure that only current documents are used.

www.hse.gov.uk

www.dft.gov.uk

www.njug.org.uk

www.scotland.gov.uk

www.northernireland.gov.uk

www.wales.gov.uk

1. Specification for the Reinstatement Openings in Roads/Highways, Approved Code of Practice
2. Safety at Street Works and Road Works, Approved Code of Practice (Department for Transport)
3. An Introduction to Vehicle Actuated Portable Traffic Signals (Department for Transport)
4. Avoiding Danger from Underground Services HSG 47 (Health and Safety Executive)
5. Volume 1: NJUG Guidelines On The Positioning And Colour Coding Of Underground Utilities' Apparatus (National Joint Utilities Group)
6. Roadworks Theory and Practice
7. Specification for Highway Works, 'Series 1000'
(N.B. This document originates from the Department for Transport/Highways Agency, and may be accessed at the following website: <http://www.dft.gov.uk/ha/standards/mchw/index.htm>. *The material featured on this website is subject to Crown copyright protection unless otherwise indicated. You may re-use the Crown copyright protected material (not including the Royal Arms and other departmental or agency logos) free of charge in any format for non-commercial research, private study or internal circulation within your organisation. The material must be acknowledged as Crown copyright and you must give the title of the source document/publication.*)

The centre should also provide candidates with calculators.

Notes, hand written, printed or otherwise will not be permitted into the examination.

Unit #	Unit title	Reference documents required	Calculator required
101	Reassessed Location and avoidance of underground apparatus	2,4,5	NO
102	Reassessed Signing, lighting and guarding	2,3	NO
103	Reassessed Excavation in the road/highway	1,2,4,5	NO
104	Reassessed Reinstatement and compaction of backfill materials	1,2,4,5	YES
105	Reassessed Reinstatement of sub-base and base(roadbase) in non-bituminous materials	1,2,4,5	NO
106	Reassessed Reinstatement in cold-lay bituminous materials	1,2	NO
107	Reassessed Reinstatement in hot-lay bituminous materials	1,2	NO
108	Reassessed Reinstatement of concrete slabs	1,2,6,7	YES
109	Reassessed Reinstatement of modular surfaces and concrete footways	1,2	NO
110	Reassessed Monitoring signing, lighting and guarding	2,3	NO
111	Reassessed Monitoring excavation in the road/highway	1,2,4,5	NO
112	Reassessed Monitoring reinstatement and compaction of backfill materials	1,2,4,5	YES

Unit #	Unit title	Reference documents required	Calculator required
113	Reassessed Monitoring reinstatement of sub-base and base (roadbase) in non-bituminous materials	1,2,4,5	YES
114	Reassessed Monitoring reinstatement in bituminous materials	1,2	YES
115	Reassessed Monitoring reinstatement of concrete slabs	1,2,6,7	YES
116	Reassessed Monitoring reinstatement of modular surfaces and concrete footways	1,2	NO

Examination conditions

Awarding body examination conditions must be followed during the reassessment process. Please note that:

- Centres must validate the identity of the candidate with photographic identification
- Centres must confirm that candidates hold the unit(s) for which they are being reassessed, via their SWQR card.
- All candidates must be seated at the examination start time
- The time allocated for each question paper is 30 minutes
- If a candidate completes the question paper within the allotted 30 minutes, they must remain seated until the examination has finished, and they have been instructed to leave.
- Invigilator can be a member of centre staff who is familiar with the standards for the conduct of examinations.

Special Examination Arrangements

Special Examination Arrangements can be made for candidates who have special arrangement needs.

The arrangements available include:

- the use of information and communication technology (ICT)
- a reader to read the assessment material to a candidate
- a scribe to write down verbatim a candidate's dictated responses
- the use of a tape recorder for a candidate to record responses.

Further guidance can be obtained from the relevant awarding body.

Marking

The pass mark for all reassessed tests is 80 % (8 of the 10 questions correct)

All relevant areas of the question paper must be completed by both centre and candidate.

The centre must retain all question papers for the next external verification visit.

Centres must claim reassessed certificates for successful candidates in line with awarding body procedures.

The Street Works Qualifications Register (SWQR)

Upon receipt of the appropriate Unit and Qualification Certificate(s) from the awarding body, the centre will be able to complete and submit the appropriate SWQR re-registration forms to enable the candidate to receive their new SWQR Card. Further details of this process are available from SWQR.

Street Works Qualifications Register
The Optima Building
58 Robertson Street
Glasgow
G2 8DQ

Tel: 0845 270 2720
Fax: 0845 213 5000
E-mail: swqr@sqa.org.uk
Website: www.swqr.org.uk