

SVQ in Plastering (Construction) at SCQF Level 6 (8174-01)

Version 1-3 (August 2018)

Qualification Handbook

Qualification at a glance

Subject area	Construction
Age group approved	16-19, 19+
Entry requirements	None
Assessment types	Portfolio; Synoptic Assessment
Approvals	Full centre
Support materials	Qualification handbook; Assessment pack; Logbook
Registration and certification	Consult the Walled Garden/Online Catalogue for last dates

Title and level	City & Guilds number	Accreditation number
SVQ in Plastering (Construction) at SCQF Level 6 (Solid)	8174-01	GN1P 46
SVQ in Plastering (Construction) at SCQF Level 6 (Fibrous)	8174-01	GN1P 46

Version and date	Change detail	Section
1.2	Amended Quality Assurance Requirements	Appendix 1
1.3	Revised Expert Witness details	2. Centre Requirements
	Simulated Working Conditions Skills Test	4. Assessment

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1 Introduction

This document tells you what you need to do to deliver the qualification:

Area	Description
Who is the qualification for?	This qualification is for candidates who work or want to work as a plasterer in the construction sector in Scotland.
What does the qualification cover?	<p>It allows candidates to learn, develop and practise the skills required for employment, an apprenticeship and/or career progression in plastering.</p> <p>There are two pathways for this qualification: 'Solid' or 'Fibrous'</p> <p>For the 'Solid' pathway, the following specialist areas are covered:</p> <ul style="list-style-type: none">- applying solid plaster to complex internal structures- Producing complex external render finishes <p>It also covers optional areas including:</p> <ul style="list-style-type: none">- Installing direct bond dry lining systems- Installing mechanically fixed plasterboard- Run in situ mouldings <p>For the 'Fibrous' pathway, the following specialist areas are covered, and these are all mandatory units:</p> <ul style="list-style-type: none">- Run in situ mouldings- Producing fibrous plaster components- Producing complex plasterwork moulds- Installing complex fibrous plaster components- Repairing complex decorative fibrous plaster components
What opportunities for progression are there?	<p>It allows candidates to progress into employment and can lead to a variety of careers in the construction industry, with a focus on plastering. It can also lead onto other SVQ qualifications in the construction trades.</p> <p>Plasterers can have a varied career working on new builds, refurbishments or in specialist areas.</p> <p>After gaining work experience in the chosen occupational area there are also opportunities to progress into occupational work supervision, management or technical support areas.</p>
Who did we develop the qualification with?	The qualification is based on National Occupational Standards developed by CITB, the industry board for the construction industry.

Structure

To achieve the **SVQ in Plastering (Construction) at SCQF Level 6 - Solid pathway**, learners must achieve

- mandatory units 201 – 206 plus
- one optional unit from 207 – 209 plus
- the Skills Test (020).

Learners can also take additional elective units 210 and/or 211 but these are not compulsory.

City & Guilds unit number	Unit title
Mandatory	
201	Confirm work activities and resources for the work
202	Develop and maintain good working relationships
203	Confirm the occupational method of work
204	Conform to general workplace health, safety and welfare
205	Apply solid plaster to complex internal surfaces
206	Produce complex external render finishes
020	Skills Test
Optional	
207	Install direct bond dry lining systems
208	Install mechanically fixed plasterboard
209	Run in-situ mouldings
Elective units (not compulsory)	
210	Produce granolithic works
211	Produce specialised plaster finishes

To achieve the **SVQ in Plastering (Construction) at SCQF Level 6 - Fibrous pathway**, learners must achieve

- mandatory units 201 – 204, 209, 212 – 215 plus
- the Skills Test (020).

City & Guilds unit number	Unit title
Mandatory	
201	Confirm work activities and resources for the work
202	Develop and maintain good working relationships
203	Confirm the occupational method of work
204	Conform to general workplace health, safety and welfare
209	Run in-situ mouldings
212	Produce fibrous plaster components
213	Produce complex plasterwork moulds
214	Install complex fibrous plaster components
215	Repair complex decorative fibrous plaster components
020	Skills Test

2 Centre requirements

Approval

To offer these qualifications, centres will need to gain both centre and qualification approval. Centres will also need to be approved as a Skills Test Assessment Centre. Please refer to the Centre Manual - Supporting Customer Excellence for further information.

Centre staff should familiarise themselves with the structure, content and assessment requirements of the qualifications before designing a course programme.

Resource requirements

Centre staffing

Staff delivering these qualifications must be able to demonstrate that they meet the following occupational expertise requirements. They should:

- be occupationally competent or technically knowledgeable in the area[s] for which they are delivering training and/or have experience of providing training. This knowledge must be to the same level as the training being delivered
- have recent relevant experience in the specific area they will be assessing
- have credible experience of providing training.

Centre staff may undertake more than one role, eg tutor and assessor or internal quality assurer, but cannot internally verify their own assessments.

Assessors and Internal Quality Assurers (IQAs)

Assessors and IQAs must have sufficient, verifiable, relevant current industry experience, knowledge and understanding of the occupational working area at, or above, the level being assessed. This must be of sufficient depth to be effective and reliable when judging or verifying judgments of candidates' competence. Their experience, knowledge and understanding will need to be verified by one or more of the following:

- curriculum vitae and employer endorsement
- references
- possession of a relevant SVQ/NVQ or vocationally related qualification
- corporate membership of a relevant professional institution
- interview.

Documentary evidence must be maintained by centres for audit by our External Quality Assurers (EQAs).

Assessors and IQAs must have sufficient occupational expertise so they have up to date experience, knowledge and understanding of the particular aspects of work they are assessing. This would be verified by records of continuing professional development achievements.

Assessors and IQAs:

- should only engage with assessment activities related to their acknowledged area of occupational competence

- shall be prepared to participate in training activities for their continued professional development
- must have a sound, in-depth knowledge of, and uphold the integrity of, the sector's NOS and Assessment Strategy.

Assessors must hold, or be working towards an appropriate qualification, such as:

- RQF/QCF Level 3 Award in Assessing Competence in the Work Environment
- RQF/QCF Level 3 Award in Assessing Vocationally Related Achievement
- RQF/QCF Level 3 Certificate in Assessing Competence in the Work Environment
- RQF/QCF Level 3 Certificate in Assessing Vocational Achievement
- an appropriate Assessor qualification in the SCQF as identified by SQA Accreditation
- A1 Assess Candidates Using a Range of Methods
- D32/33 Assess Candidate Performance Using Different Sources of Evidence.

Holders of A1 and D32/33 must ensure that they adopt assessment practices that meet the requirement of current NOS for Learning and Development.

IQAs must hold, or be working towards an appropriate qualification, such as:

- RQF/QCF Level 4 Award in the Internal Quality Assurance of the Assessment Process and Practice
- RQF/QCF Level 4 Certificate in Leading the Internal Quality Assurance of the Assessment Process and Practice
- an appropriate Internal Verifier/Internal Quality Assurer qualification in the SCQF as identified by SQA Accreditation
- V1 Conduct Internal Quality Assurance of the Assessment Process
- D34 Internally Verify the Assessment Process.

Holders of V1 and D34 must ensure that they adopt assessment practices that meet the requirement of current NOS for Learning and Development.

It is strongly recommended that IQAs also hold one of the following qualifications:

- RQF/QCF Level 3 Award in Assessing Competence in the Work Environment
- RQF/QCF Level 3 Certificate in Assessing Vocational Achievement
- an appropriate Assessor qualification in the SCQF as identified by SCQF Accreditation.

Documentary evidence must be maintained by centres for audit by our External Quality Assurers (EQAs).

For the Skills Test, Assessors and IQAs must engage in standardisation activities:

- before the first Skills Test takes place and
- at least once a year, or more often if their internal review and evaluation deems a higher level of risk should be applied.

Continuing Professional Development

Centres must support their staff to ensure that they have current knowledge of the occupational area, that delivery, mentoring, training, assessment and verification is in line with best practice, and that it takes account of any national or legislative developments.

Records of continuing professional development must be maintained for audit by our EQAs.

Expert Witness

An Expert Witness must have sufficient, verifiable, relevant and current industry experience, knowledge and understanding of the occupational working area being assessed. This must be of sufficient depth to be effective and reliable when observing the marking of the Skills Test. Their experience, knowledge and understanding will need to be verified by one or more of the following:

- curriculum vitae and employer endorsement
- references
- possession of a relevant SVQ/NVQ or vocationally related qualification
- corporate membership of a relevant professional institution
- interview.

The Expert Witness must be an experienced and reputable tradesperson in the occupational area that is being assessed. Centres professional judgement should be used to select an appropriate Expert Witness. This cannot include anyone employed by the college as they are not independent to the process. They may however, wish to look at some form of reciprocal arrangement with another college, while still meeting the requirements of the Assessment Strategy.

Centres are required to provide training to the Expert Witness. The training must address:

- their role
- their responsibilities
- the assessment tasks and process
- the documentation to be completed
- the standards against which judgements will be made
- the process to be followed if there are concerns regarding the assessment decisions.

Documentary evidence must be maintained by centres for audit by our External Quality Assurers (EQAs).

What do I do if I cannot find an Expert Witness?

If you are unable to find a suitable Expert Witness, please contact CITB via qualifications.scotland@citb.co.uk to provide them with details of your search. CITB hold a list of a limited number of industry representative who are willing to take on this role. This list can be shared as appropriate.

What should I do if the Expert Witness does not show up on the day of the Skills Test?

The Expert Witness must be in attendance to observe the marking of the Skills Tests in person. However, if they do not attend on the day, centres should inform City and Guilds at the earliest opportunity to be given instruction on how to proceed with this Test.

Learner entry requirements

City & Guilds does not set entry requirements for these qualifications. However, centres must ensure that candidates have the potential and opportunity to gain the qualifications successfully.

Age restrictions

City & Guilds cannot accept any registrations for learners under 16 as these qualifications are not approved for learners under 16.

3 Delivering the qualification

Initial assessment and induction

An initial assessment of each candidate should be made before the start of their programme to identify:

- if the candidate has any specific training needs
- support and guidance they may need when working towards their qualifications
- any units they have already completed, or credit they have accumulated which is relevant to the qualifications
- the appropriate type and level of qualification.

We recommend that centres provide an induction programme so the candidate fully understands the requirements of the qualification, their responsibilities as a candidate, and the responsibilities of the centre. This information can be recorded on a learning contract.

Support materials

The following resources are available for these qualifications:

Description	How to access
Assessment pack	www.cityandguilds.com

Recording documents

Candidates and centres may decide to use a paper-based or electronic method of recording evidence.

City & Guilds endorses several ePortfolio systems, including our own, Learning Assistant, an easy-to-use and secure online tool to support and evidence learners' progress towards achieving qualifications. Further details are available at: www.cityandguilds.com/eportfolios.

City & Guilds has developed a set of *Recording forms* including examples of completed forms, for new and existing centres to use as appropriate. Recording forms are available on the City & Guilds website.

Although new centres are expected to use these forms, centres may devise or customise alternative forms, which must be approved for use by the EQA, before they are used by candidates and assessors at the centre. Amendable (MS Word) versions of the forms are available on the City & Guilds website.

For the Skills Test, centres must use the documentation provided in the Skills Test Assessment, unless they have prior approval from their EQA.

4 Assessment

Summary of assessment methods

Candidates must have a completed portfolio for each unit. Learners must also complete the Skills Test (020).

Assessment strategy

Holistic Assessment

Each unit sets out the minimum evidence requirements. However, a holistic approach to the collection of evidence is strongly recommended. Assessors should focus on assessing activities generated by the whole work experience rather than focussing on specific tasks or assessment criterion in the unit. Assessors, supported by IQAs, should encourage the use of evidence produced in one unit to meet the exact same requirements in another unit, where it is appropriate, allowing for the most efficient use of evidence. For example, where workplace evidence does not cover the whole range, knowledge evidence met for an assessment criterion in another unit related to a similar task, may be considered. Similarly, a candidate's knowledge and understanding can be inferred through practical activities.

Assessment Through Performance in the Workplace

Direct evidence produced through normal performance in the workplace is the primary source for meeting the requirements. This includes naturally occurring documentary evidence (hard copy and electronic), direct observation of activities and witness testimony as relevant. Individual units will specify any exceptions to this position.

Workplace evidence must be supported by the required evidence of knowledge and understanding. This evidence may be identified by:

- questioning the candidate
- recognised industry education and training programme assessment or professional interview assessment that has been matched to NOS requirements
- performance evidence.

How Simulated Working Conditions may be used to Assess Competence

Simulations (designed situations for producing artificially generated evidence) may only be used where candidates are prevented from gathering direct evidence from the workplace in the normal way because:

- there are hazards
- it is difficult to distinguish individual performance in team situations
- circumstances occur infrequently or long term results are involved
- confidentiality is important
- there are organisational constraints.

Details of any instances where simulation is considered please refer to Assessment Strategy 3.2 Any instances where simulation is considered to be acceptable as an alternative (to direct workplace

evidence) means of generating evidence, will be determined by the relevant Construction Skills National Working Group and stated in the unit.

The Skills Test

The Skills Test is designed to require the candidate to make use of the practical skills built up through the delivery of the qualification.

During the learning programme, it is expected that tutors will have taken the opportunity to set similar, formative tasks that allow candidates to be supported to independently use the learning they have so far covered, so they are familiar with the format, conditions and expectations of the assessment.

The Skills Test can only be attempted by a candidate when all other units for the qualification have been completed and passed. The Skills Test must be undertaken in an approved Skills Test Assessment Centre. Centres may however, enter into an agreement with a satellite college/training provider for the delivery of this Unit but must make City and Guilds aware of any arrangements as set out in the Centre Approval documentation.

The Skills Test must be administered in controlled conditions. These are set out in the Skills Test Assessment and Centre Manual, both of which can be found on the City & Guilds website.

The Skills Test and the assessment of the candidates must be observed by an Expert Witness. The role of the Expert Witness is to:

- Must be in attendance to observe the marking of the Skills Tests in line with NOS and Consolidated Assessment Strategy
- Inform the centre IQA and City and Guilds if they disagree with an assessment decision.

Centres are expected to apply their internal quality assurance processes to the Skills Test. IQA of assessment decisions must be completed within 15 days of the Skills Test. All evidence used for the assessment must be maintained for one year from the date of the IQA.

Candidates are allowed to resit the Skills Test. It is strongly recommended that there is a delay between the Skills Tests to support candidates to develop the skills required to achieve a Pass grade in the assessment. This would normally be a minimum of two weeks. Centres must maintain evidence of each Skills Test undertaken.

Recognition of prior learning (RPL)

Recognition of prior learning means using a person's previous experience, or qualifications which have already been achieved, to contribute to a new qualification.

For this qualification, RPL is allowed and is not sector specific.

RPL cannot be applied to the Skills Test.

5 Units

Structure of the units

These units each have the following:

- City & Guilds reference number
- Title
- SCQF Level
- Credit value
- Learning outcomes, which are comprised of a number of assessment criteria:
 - Performance assessment criteria
 - Knowledge and understanding assessment criteria
- Range content related to knowledge and understanding assessment criteria
- Evidence requirements setting out performance requirements.

Centres must deliver the full breadth of the range. Specialist equipment or commodities may not be available to all centres, so centres should ensure that their delivery covers their use. This may be covered by a practical demonstration (e.g. video). For the practical assessments for this qualification, centres should ensure that there are sufficient resources to complete the task but are not required to use all the equipment or commodities in the range.

Unit 201

Confirm work activities and resources for the work

Unit level:	SCQF 6
Credit value:	18
Unit aim:	This unit, in the context of your occupation and work environment, is about: 1. identifying own work activities 2. adopting safe and healthy working practices 3. identifying resources to carry out the work 4. confirmation of a work programme/schedule for own occupational area of work being carried out
Relationship to NOS:	COSVR209

Outcome

- 1 Identify the work activities and assess the resources required from the information available and plan the sequence of work

You will need to:

1.1 identify the work activities and assess the resources required from the information available and plan the sequence of work (P1)

You need to know and understand:

- 1.2 how to identify the work activities (K1)
- 1.3 how to assess the resources needed from the information available (K2)
- 1.4 how to prepare a work programme (K3)

Range

(1.3) **Resources:**

- other occupations/people associated with the work
- tools, plant and/or ancillary equipment
- materials and components
- awareness of zero and low carbon requirements and the way resources may be used to make a positive contribution to the environment.

(1.4) **Programme:**

documentation relating to the following and/or occupation specific requirements

- action lists
- method statements
- duration

- schedules.

Outcome

- 2 Obtain clarification and advice where the resources required are not available

You will need to:

- 2.1 obtain clarification and advice where the resources required are not available (P2)

You need to know and understand:

- 2.2 how to obtain clarification and advice where the resources required are not available (K4)

Range

(2.2) **Clarification and advice:**

- the customer/customer's representative
- manufacturer's technical information
- trade literature
- organisational procedures.

Outcome

- 3 Evaluate the work activities against project requirements and the requirements of any significant external factors

You will need to:

- 3.1 evaluate the work activities against project requirements and the requirements of any significant external factors (P3)

You need to know and understand:

- 3.2 evaluation of the work activities against project requirements and the requirements of significant external factors (K5)

Range

(3.2) **External factors:**

external factors influencing the work relating to

- other occupations and/or customers
- resources
- weather conditions
- health and safety requirements.

(3.2) **Evaluation:**

- by work study
- by risk assessment

- (3.2) **Project requirements:**
- contract conditions
 - contract programme stipulations
 - health and safety requirements of operatives.

- (3.2) **External factors:**
- other related programmes
 - special working conditions
 - weather conditions
 - other occupations/people
 - resources
 - health and safety requirements.

Outcome

- 4 Identify work activities which influence each other and make the best use of the resources available

You will need to:

- 4.1 identify work activities which influence each other and make the best use of the resources available (P4)

You need to know and understand:

- 4.2 how to identify which work activities influence each other (K6)
4.3 how to determine how long each work activity will take and the sequence of activities (K7)
4.4 how work activities and the use of resources can impact on zero and low carbon requirements (K8)

Outcome

- 5 Identify changed circumstances that will require alterations to the work programme and justify them to the decision makers

You will need to:

- 5.1 identify changed circumstances that will require alterations to the work programme and justify them to the decision makers (P5)

You need to know and understand:

- 5.2 how to identify alterations to the work programme to meet changed circumstances (K9)
5.3 how to assess the contractual/work effects resulting from alterations to the work programme (K10)
5.4 how to justify to decision makers the effects resulting from alterations to the work programme (K11)

Range

(5.2, 5.3, **Programme:**

5.4) documentation relating to the following and/or occupation specific requirements

- action lists
- method statements
- duration
- schedules.

Unit 201

Confirm work activities and resources for the work

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Records containing the resources required for the work relating to:
 - Occupations associated with the work
 - Tools, plant and/or ancillary equipment
 - materials and components.
- P1 Their own plan for the sequence of work
- P2 Records which confirm and advise on what resources are, or are not, available for the work
- P3 Records covering project requirements for each of the external factors in the range
- P4 Records covering activities that have an influence on each other and the best use of resources in terms of:
 - other occupations and/or customers
 - materials and components
 - tools, plant and/or ancillary equipment
- P5 Records of proposed alterations to the work and the circumstances to justify them
- P5 Confirmation that line management and/or customer is informed of required changes.

Unit 202

Develop and maintain good working relationships

Unit level:	SCQF 8
Credit value:	8
Unit aim:	This unit, in the context of your occupation and work environment, is about: 1. interpreting information 2. adopting safe and healthy working practices 3. working with, informing and supporting people 4. developing and maintaining good occupational working relationships
Relationship to NOS:	COSVR210

Outcome

- 1 Develop, maintain and encourage working relationships to promote goodwill and trust

You will need to:

- 1.1 develop, maintain and encourage working relationships to promote goodwill and trust (P1)

You need to know and understand:

- 1.2 how to maintain and encourage working relationships to promote goodwill and trust with relevant people (K1)
- 1.3 how to develop working relationships to promote goodwill and trust (K2)
- 1.4 how to apply the principles of equality and diversity (K3)

Range

(1.2, 1.3) **Working relationships:**

- formal
- informal.

(1.2, 1.3) **Goodwill and trust:**

- keeping promises and undertakings
- honest relationships
- constructive relationships
- co-operation and dialogue.

(1.2) **People:**

- colleagues
- employers
- customers
- contractors
- suppliers of products and services
- those affected by the work/project.

(1.4) **Equality and diversity:**

show consideration for the needs of individuals by applying the principles of equality and diversity.

Outcome

- 2 Inform relevant people about work activities in an appropriate level of detail and with an appropriate degree of urgency

You will need to:

- 2.1 inform relevant people about work activities in an appropriate level of detail and with an appropriate degree of urgency (P2)

You need to know and understand:

- 2.2 how to inform relevant people about work activities in an appropriate level of detail and with an appropriate degree of urgency (K4)
-

Range

(2.1) **People:**

- colleagues
- employers
- customers
- contractors
- suppliers of products and services
- those affected by the work/project.

(2.2) **Inform:**

- orally
- in writing
- using drawings/sketches.

(2.2) **Work activities:**

- progress
 - results
 - achievements
 - occupational problems
 - occupational opportunities
 - health and safety requirements
-

- co-ordinated work.

Outcome

- 3 Offer advice and help to relevant people about work activities and encourage questions, requests for clarification and comments

You will need to:

- 3.1 offer advice and help to relevant people about work activities and encourage questions, requests for clarification and comments (P3)

You need to know and understand:

- 3.2 how to encourage questions, requests for clarification and comments (K5)
3.3 how to offer advice and help to people about work activities (K6)

Range

(3.3) **Offer advice:**

- orally
- in writing
- using drawings/sketches.

(3.3) **People:**

- colleagues
- employers
- customers
- contractors
- suppliers of products and services
- those affected by the work/project.

(3.3) **Work activities:**

- progress
- results
- achievements
- occupational problems
- occupational opportunities
- health and safety requirements
- co-ordinated work.

Outcome

- 4 Clarify the proposals with the relevant people and discuss alternative suggestions

You will need to:

4.1 clarify the proposals with the relevant people and discuss alternative suggestions (P4)

You need to know and understand:

4.2 how to clarify alternative proposals with the relevant people (K7)

4.3 how to suggest alternative proposals (K8)

Range

(4.2) **People:**

- colleagues
 - employers
 - customers
 - contractors
 - suppliers of products and services
 - those affected by the work/project.
-

Outcome

5 Resolve differences of opinion in ways that minimise offence and maintain goodwill, trust and respect

You will need to:

5.1 resolve differences of opinion in ways that minimise offence and maintain goodwill, trust and respect (P5)

You need to know and understand:

5.2 how to resolve differences of opinion in ways which minimise offence and maintain goodwill, trust and respect (K9)

Range

(5.2) **Goodwill and trust:**

- keeping promises and undertakings
 - honest relationships
 - constructive relationships
 - co-operation and dialogue.
-

Unit 202

Develop and maintain good working relationships

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Records of information on advice provided about occupational work activities and/or associated occupations
- P1 The application of the principles of equality and diversity
- P2 Records of information and advice given about carrying out the work activities, including:
 - appropriate timescales
 - health and safety requirements
 - co-ordination of work procedures
- P3 Records of information and advice given about methods of occupational work activities to achieve the required outcome
- P4 Outline notes of discussions relating to the occupational work activity and/or other occupations involved
- P5 Outline notes of agreed activities that satisfy those involved, to meet the required outcome of the proposed method of work.

Unit 203

Confirm the occupational method of work

Unit level:	SCQF 6
Credit value:	14
Unit aim:	This unit, in the context of your occupation and work environment, is about: 1. assessing project data to determine occupational work methods 2. adopting safe and healthy working practices 3. selecting the methods of work 4. confirming the methods of work to the relevant people associated with the occupation 5. sourcing additional information
Relationship to NOS:	COSVR211

Outcome

- 1 Assess the available project data accurately to determine the occupational work method

You will need to:

- 1.1 assess the available project data accurately to determine the occupational work method (P1)

You need to know and understand:

- 1.2 how to summarise project data (K1)
- 1.3 how to assess the available project data and interpret the work method (K2)

Range

(1.2, 1.3) **Project data:**

- quantities required
- specifications
- detailed drawings
- health and safety requirements
- timescales
- scope of works.

(1.3) **Work method:**

- standard work procedures
- sequence of work

- organisation of resources (people, equipment, materials)
 - work techniques
 - working conditions (health, safety, welfare)
 - risk assessment
-

Outcome

- 2 Obtain additional information from alternative sources in cases where the available project data is insufficient

You will need to:

- 2.1 obtain additional information from alternative sources in cases where the available project data is insufficient (P2)

You need to know and understand:

- 2.2 how to obtain additional information from alternative sources when the available project data is insufficient (K3)
-

Range

(2.2) **Alternative sources:**

- the customer(s) or their representative
- suppliers
- regulatory authorities
- manufacturer's literature.

(2.2) **Project data:**

- quantities required
 - specifications
 - detailed drawings
 - health and safety requirements
 - timescales
 - scope of works.
-

Outcome

- 3 Identify work methods that will make the best use of resources and meet project, statutory and contractual requirements

You will need to:

- 3.1 identify work methods that will make the best use of resources and meet project, statutory and contractual requirements (P3)
-

You need to know and understand:

- 3.2 how to identify work methods against technical and project criteria to make the best use of resources and meet project, statutory and contractual requirements (K4)
 - 3.3 how methods of work can achieve zero or low carbon outcomes (K5)
-

Range

(3.2)

Work method:

- standard work procedures
- sequence of work
- organisation of resources (people, equipment, materials)
- work techniques
- working conditions (health, safety, welfare)
- risk assessment

(3.2)

Technical criteria:

- materials
- health, safety and welfare (principles of protection)
- fire protection
- access and egress
- equipment availability
- availability of competent workforce
- pollution risk
- waste and disposal
- zero and low carbon outcomes
- weather conditions.

(3.2)

Project criteria:

- conformity to statutory requirements
- customer and user needs
- contract requirements in terms of time, quantity and quality
- environmental considerations.

Outcome

- 4 Confirm and communicate the selected work method to relevant personnel

You will need to:

- 4.1 confirm and communicate the selected work method to relevant personnel (P4)

You need to know and understand:

- 4.2 how to confirm and communicate the work method to relevant people (K6)
4.3 how to apply the principles of equality and diversity when communicating (K7)
-

Range

(4.2) **Work method:**

- standard work procedures
- sequence of work
- organisation of resources (people, equipment, materials)
- work techniques
- working conditions (health, safety, welfare)
- risk assessment

Unit 203

Confirm the occupational method of work

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 The interpretation of drawings, specifications, schedules, manufacturer's information, method of work, risk assessment and programme of work
- P2 Outline notes on information obtained from alternative sources about the work to be carried out
- P3 Records of potential work methods to carry out the occupational work activity and meet health and safety requirements relating to technical and/or project criteria
- P4 Outline notes for confirmation and communication on the selected occupational work method.

Unit 204

Conform to general workplace health, safety and welfare

Unit level:	SCQF 6
Credit value:	12
Unit aim:	This unit, in the context of your occupation and work environment, is about awareness of relevant current statutory requirements and official guidance; responsibilities, to self and others, relating to workplace health, safety and welfare; personal behaviour and security in the workplace
Relationship to NOS:	COSVR641

Outcome

- 1 Comply with all workplace health, safety and welfare legislation requirements at all times

You will need to:

- 1.1 comply with all workplace health, safety and welfare legislation requirements at all times (P1)

You need to know and understand:

- 1.2 what and why health, safety and welfare legislation is relevant to the occupational area (K1)
- 1.3 what health, safety and welfare legislation notices and warning signs are relevant to the occupational area and associated equipment (K2)
- 1.4 how to comply with control measures identified by risk assessments and safe systems of work (K3)
- 1.5 why, when and how health and safety control equipment should be used (K4)

Range

(1.3) **Notices and warning signs:**

statutory requirements and/or official guidance for the occupation and the work area

(1.5) **Health and safety control equipment:**

identified by the principles of protection for occupational use, types and purpose of each type, work situations and general work environment

- collective protective measures
- local exhaust ventilation (LEV)
- personal protective equipment (PPE)
- respiratory protective equipment (RPE)

Outcome

- 2 Recognise hazards, associated with the workplace, that have not been previously controlled, and report them in accordance with organisational procedures

You will need to:

- 2.1 recognise hazards, associated with the workplace, that have not been previously controlled, and report them in accordance with organisational procedures (P2)

You need to know and understand:

- 2.2 the hazards associated with the work environment (K5)
2.3 how changing circumstances can create hazards (K6)
2.4 the method of reporting hazards in the workplace (K7)

Range

(2.2, 2.3) Hazards:

associated with the occupational area

- resources, workplace, environment, substances, asbestos, equipment, obstructions, storage, services and work activities
- current common safety risks
- current common health risks

(2.4) Reporting:

organisational recording procedures and statutory requirements

Outcome

- 3 Accept responsibility for, and comply with, organisational policies and procedures in order to contribute to health, safety and welfare

You will need to:

- 3.1 accept responsibility for, and comply with, organisational policies and procedures in order to contribute to health, safety and welfare (P3)

You need to know and understand:

- 3.2 what the organisational policies and procedures are for health, safety and welfare (K8)
3.3 how to take active responsibility for health, safety and welfare (K9)
3.4 how individual actions and behaviour may affect others (K10)
3.5 what the types of fire extinguishers are and how and when they are used (K11)

Range

(3.2) Policies and procedures:

in accordance with organisational requirements

- dealing with accidents and emergencies associated with the type of work being undertaken and the work environment
- methods of receiving or sourcing information
- reporting
- stopping work
- evacuation
- fire risks and safe exit procedures
- consultation and feedback

(3.3) **Responsibility:**

behaviour that affects health, safety and welfare

- recognising when to stop work in the face of serious and imminent danger
- contributing to discussions and providing feedback
- reporting changed circumstances and incidents in the workplace
- adhering to the environmental requirements of the workplace

(3.5) **Fire extinguishers:**

water, CO₂, foam, powder, vaporising liquid and their uses

Outcome

- 4 Comply with and support all organisational security arrangements and approved procedures

You will need to:

- 4.1 comply with and support all organisational security arrangements and approved procedures (P4)

You need to know and understand:

- 4.2 how security arrangements are implemented in the workplace (K12)

Range

(4.2) **Security:**

organisational procedures relating to the workplace, general public, site personnel and resources

Unit 204

Conform to general workplace health, safety and welfare

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance requirements must be met:

- P1 Comply with all workplace health, safety and welfare legislation:
 - avoid risk by complying with given information relating to induction, briefings and application of prior training (safe use of health and safety control equipment)
 - adherence to statutory requirements and/or safety notices and warning signs displayed in the workplace or on equipment
- P2 Recognise hazards created by changing circumstances and report them
- P3 Show personal behaviour which demonstrates active responsibility for general workplace health, safety and welfare
- P3 Comply with organisational policies and procedures relating to the following:
 - consideration of others
 - interpretation of given instructions to maintain safe systems of work
 - contributing to discussions (offer and provide feedback)
 - maintaining quality working practices
 - contributing to the maintenance of workplace welfare facilities
 - storage and use of equipment provided to keep people safe
 - disposal of waste and/or consumable items.
- P4 Comply with organisational procedures for maintaining the security of the workplace:
 - during the working day
 - on completion of the day's work
 - from unauthorised personnel (other operatives and/or the general public)
 - from theft.

Unit 205

Apply solid plaster to complex internal surfaces

Unit level:	SCQF 6
Credit value:	24
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and applying solid plaster to complex internal surfaces. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	COSVR76

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- backing coat and finishing plasters, sand, lime, cement and additives
- beads and trims, scrim and tapes
- expanded metal lath (EML), timber lath
- clean water
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to apply solid plaster to complex internal surfaces

- (1.4) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
- 2.3 how emergencies should be responded to and who should respond (K5)
- 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
- 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
- 2.6 why, when and how health and safety control equipment should be used (K8)
- 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
- (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
- (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
- fires, spillages, injuries
 - emergencies relating to occupational activities
- (2.4) **Security procedures:** site, workplace, company and operative
- (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
- collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work
-

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- backing coat and finishing plasters, sand, lime, cement and additives
- beads and trims, scrim and tapes
- expanded metal lath (EML), timber lath
- clean water
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to apply solid plaster to complex internal surfaces

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- prepare background surfaces
- mix plaster
- apply and finish one-, two- and three-coat plasterwork to splayed walls, round and arched windows, round and square columns, attached piers, beams, inclined walls and ceilings, curved surfaces, lath walls and ceilings and EML to solid backgrounds and board backgrounds
- form internal and external angles other than 90°, reveals and expansion joints
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with internal solid plastering

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)
-

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance
-

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)
-

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- prepare background surfaces
 - mix plaster
 - apply and finish one-, two- and three-coat plasterwork to splayed walls, round and arched windows, round and square columns, attached piers, beams, inclined walls and ceilings, curved surfaces, lath walls and ceilings and EML to solid backgrounds and board backgrounds
 - form internal and external angles other than 90°, reveals and expansion joints
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
-

- use hand tools, portable power tools and ancillary equipment
 - work at height
 - use access equipment/working platforms
- (5.2) **Methods of work:** team work and communication
- (5.2) **Methods of work:** needs of other occupations associated with internal solid plastering
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 205

Apply solid plaster to complex internal surfaces

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to plumb, measure, mark out, mix, apply and finish one-, two- and three-coat plaster
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare background surfaces, mix plaster and apply internal solid plaster to at least six of the following to given working instructions
 - internal and external angles other than 90°
 - splayed walls
 - round or arched windows
 - round or square columns
 - attached piers
 - beams
 - inclined walls or ceilings
 - curved surfaces
 - lath walls or ceilings
 - expanded metal lath (EML)
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 206

Produce complex external render finishes

Unit level:	SCQF 6
Credit value:	27
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and applying two- and three-coat render and produce complex finishes to external backgrounds. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	CPSVR77

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- render, sand, lime, cement and additives
- clean water
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to produce complex external render finishes

(1.4) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
- 2.3 how emergencies should be responded to and who should respond (K5)
- 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
- 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
- 2.6 why, when and how health and safety control equipment should be used (K8)
- 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
- (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
- (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
 - fires, spillages, injuries
 - emergencies relating to occupational activities
- (2.4) **Security procedures:** site, workplace, company and operative
- (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
 - collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)

Outcome

- 3 Select the required quantity and quality of resources for the methods of work

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
 - 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
 - 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
 - 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)
-

Range

- (3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist
 - render, sand, lime, cement and additives
 - clean water
 - hand tools, portable power tools and ancillary equipment
 - (3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to produce complex external render finishes
 - (3.3) **Problems:** those arising from information, resources and methods of work
 - own authority to rectify
 - organisational reporting procedures
 - (3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance
 - (3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
 - prepare background surfaces
 - mix sand, cement and lime based external renders
 - apply two- and three-coat rendering to external solid backgrounds and expanded metal lath
 - form internal and external angles, reveals and expansion joints
 - form tyrolean, dash, ashlar joint, rough cast (harling, wet dash), scraped, textured, simulated stone and decorative render finishes
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
 - use hand tools, portable power tools and ancillary equipment
 - work at height
 - use access equipment/working platforms
 - (3.5) **Methods of work:** team work and communication
 - (3.5) **Methods of work:** needs of other occupations associated with rendering
-

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area
-

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)
-

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance
-

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)
-

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- prepare background surfaces
 - mix sand, cement and lime based external renders
 - apply two- and three-coat rendering to external solid backgrounds and expanded metal lath
 - form internal and external angles, reveals and expansion joints
 - form tyrolean, dash, ashlar joint, rough cast (harling, wet dash), scraped, textured, simulated stone and decorative render finishes
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
 - use hand tools, portable power tools and ancillary equipment
 - work at height
 - use access equipment/working platforms
- (5.2) **Methods of work:** team work and communication
-

- (5.2) **Methods of work:** needs of other occupations associated with rendering
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 206

Produce complex external render finishes

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, apply and finish two and three coat render
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare background surfaces, mix render and produce four of the following external render finishes to given working instructions
 - tyrolean
 - dash
 - ashlar joint
 - rough cast (harling, wet dash)
 - scraped
 - textured
 - simulated stone
 - decorative
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 207

Install direct bond dry lining systems

Unit level:	SCQF 5
Credit value:	11
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and preparing and installing dry lining systems by direct bond to internal solid backgrounds. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	COSVR68

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- manufactured proprietary boards
- bonding compounds
- fixing
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to install direct dry bond lining systems

(1.4) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
 - 2.3 how emergencies should be responded to and who should respond (K5)
 - 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
 - 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
 - 2.6 why, when and how health and safety control equipment should be used (K8)
 - 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
 - (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
 - (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
 - fires, spillages, injuries
 - emergencies relating to occupational activities
 - (2.4) **Security procedures:** site, workplace, company and operative
 - (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
 - collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work
-

You will need to:

3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- manufactured proprietary boards
- bonding compounds
- fixing
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to install direct dry bond lining systems

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- mix bonding compounds
- install internal dry linings by direct bond to solid backgrounds
- form openings and reveals
- fit around services
- form seals around perimeter and services
- repair direct bond dry internal linings
- maintain ventilation as appropriate
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with the installation of direct bond dry internal linings

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)
-

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance
-

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)
-

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- mix bonding compounds
 - install internal dry linings by direct bond to solid backgrounds
 - form openings and reveals
 - fit around services
 - form seals around perimeter and services
 - repair direct bond dry internal linings
 - maintain ventilation as appropriate
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
-

- use hand tools, portable power tools and ancillary equipment
 - work at height
 - use access equipment/working platforms
- (5.2) **Methods of work:** team work and communication
- (5.2) **Methods of work:** needs of other occupations associated with the installation of direct bond dry internal linings
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 207

Install direct bond dry lining systems

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials, components and fixings
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, mix, cut, apply, fit, finish, position and secure
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare background surfaces, mix bonding compounds and install dry lining systems to given working instructions to include
 - direct bonding to solid backgrounds
 - form openings with reveals
 - form seals around perimeter and services
 - fit around services
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 208

Install mechanically fixed plasterboard

Unit level:	SCQF 5
Credit value:	9
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and preparing and mechanically fixing plasterboard to internal backgrounds This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers
Relationship to NOS:	COSVR71

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- manufactured proprietary boards
- fittings and fixings
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to install mechanically fixed plasterboard

(1.4) **Problems:** those arising from information, resources and methods of work

- own authority to rectify

- organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
 - 2.3 how emergencies should be responded to and who should respond (K5)
 - 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
 - 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
 - 2.6 why, when and how health and safety control equipment should be used (K8)
 - 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations
 - (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
 - (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
 - fires, spillages, injuries
 - emergencies relating to occupational activities
 - (2.4) **Security procedures:** site, workplace, company and operative
 - (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
 - collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 select the required quantity and quality of resources for the methods of work

You will need to:

3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- manufactured proprietary boards
- fittings and fixings
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to install mechanically fixed plasterboard

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- identify appropriate standard, performance and uses of the plasterboard
- install and mechanically fix plasterboard to timber and metal internal backgrounds
- form openings with and without reveals
- fit around services
- repair damaged boarded areas
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with mechanically fixing plasterboard

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- identify appropriate standard, performance and uses of the plasterboard
 - install and mechanically fix plasterboard to timber and metal internal backgrounds
 - form openings with and without reveals
 - fit around services
 - repair damaged boarded areas
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
 - use hand tools, portable power tools and ancillary equipment
 - work at height
 - use access equipment/working platforms
- (5.2) **Methods of work:** team work and communication

- (5.2) **Methods of work:** needs of other occupations associated with mechanically fixing plasterboard
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 208

Install mechanically fixed plasterboard

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials, components and fixings
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, cut, apply, fit, fix, finish, position and secure
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare backgrounds and install plasterboard to given working instructions relating to the following
 - clad to timber and/or metal
 - forming openings with and without reveals
 - fit around services
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 209

Run in-situ mouldings

Unit level:	SCQF 6
Credit value:	25
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and preparing and running in-situ mouldings. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	COSVR80

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- timber, timber-based products, sheet materials, metal laths, sand, cement, lime, plaster
- bonding agents, additives
- clean water
- fixings and fittings
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to run in-situ moulds

- (1.4) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
- 2.3 how emergencies should be responded to and who should respond (K5)
- 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
- 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
- 2.6 why, when and how health and safety control equipment should be used (K8)
- 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
- (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
- (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
- fires, spillages, injuries
 - emergencies relating to occupational activities
- (2.4) **Security procedures:** site, workplace, company and operative
- (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
- collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work
-

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- timber, timber-based products, sheet materials, metal laths, sand, cement, lime, plaster
- bonding agents, additives
- clean water
- fixings and fittings
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to run in-situ moulds

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- produce templates and construct running moulds
- prepare backgrounds, set out and run in-situ straight and curved mouldings for cornices, dados, skirting, angles, panels and arches
- prepare, gauge and mix materials
- form short breaks and returns, short lengths and returns, joints and mitres
- set out and fix running rules in situ, including overlaps
- reproduce shape of existing mould to form template
- core-out moulding
- prevent build-up and gathering-on
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with running in-situ moulds

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)
-

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance
-

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)
-

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- produce templates and construct running moulds
 - prepare backgrounds, set out and run in-situ straight and curved mouldings for cornices, dados, skirting, angles, panels and arches
 - prepare, gauge and mix materials
 - form short breaks and returns, short lengths and returns, joints and mitres
 - set out and fix running rules in situ, including overlaps
 - reproduce shape of existing mould to form template
-

- core-out moulding
- prevent build-up and gathering-on
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(5.2) **Methods of work:** team work and communication

(5.2) **Methods of work:** needs of other occupations associated with running in-situ moulds

(5.2) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment

Outcome

6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)

Range

(6.2) **Programme:** types of progress charts, timetables and estimated times

(6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 209

Run in-situ mouldings

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials, components and fixings
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, fit, apply, run, position and secure
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare backgrounds and moulds, gauge and mix materials and run in-situ mouldings straight and/or curved to given working instructions for any one of the following
 - cornices
 - dados
 - skirting
 - panels
 - angles
 - arches
- P5 Form joints; mitres; returns; stop-ends; short breaks
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 210

Produce granolithic works

Unit level:	SCQF 6
Credit value:	17
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and to prepare and lay granolithic work. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	CPSVR78

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- granolithic aggregates, granite dust, sands, carborundum, cement and additives
- formwork components
- bonding and release agents
- expansion joints
- clean water
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to produce granolithic works

(1.4) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
 - 2.3 how emergencies should be responded to and who should respond (K5)
 - 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
 - 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
 - 2.6 why, when and how health and safety control equipment should be used (K8)
 - 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
 - (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
 - (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with fires, spillages, injuries
emergencies relating to occupational activities
 - (2.4) **Security procedures:** site, workplace, company and operative
 - (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
 - collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work
-

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- granolithic aggregates, granite dust, sands, carborundum, cement and additives
- formwork components
- bonding and release agents
- expansion joints
- clean water
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to produce granolithic works

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- ensure the stability of the substrate
- prepare backgrounds/surfaces
- lay and finish granolithic beds/floors and topping work, level and to falls
- form skirtings, steps and drainage outlets
- form imitation stonework
- mix granolithic paving/topping material
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/work platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with granolithic works

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)
-

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance
-

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)
-

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- ensure the stability of the substrate
 - prepare backgrounds/surfaces
 - lay and finish granolithic beds/floors and topping work, level and to falls
 - form skirtings, steps and drainage outlets
 - form imitation stonework
 - mix granolithic paving/topping material
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
 - use hand tools, portable power tools and ancillary equipment
-

- work at height
 - use access equipment/work platforms
- (5.2) **Methods of work:** team work and communication
- (5.2) **Methods of work:** needs of other occupations associated with granolithic works
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 210

Produce granolithic works

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, mix, lay, compact and finish
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare backgrounds/surfaces and produce the following to given working instructions
 - granolithic beds/floors, level and to falls
 - drainage outlets
- P5 Lay skirting to given working instructions
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 211

Produce specialised plaster finishes

Unit level:	SCQF 6
Credit value:	29
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment, inspecting and preparing surfaces and producing terrazzo, mosaic, scagliola, polished and micro-cement finishes. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	COSVR79

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- stone, aggregate, mosaic, cement, plaster, pigments and pre-cast components
- additives, fixings, bonding agents
- clean water
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to produce specialist plaster finishes

(1.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
 - 2.3 how emergencies should be responded to and who should respond (K5)
 - 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
 - 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
 - 2.6 why, when and how health and safety control equipment should be used (K8)
 - 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
 - (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
 - (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
 - fires, spillages, injuries
 - emergencies relating to occupational activities
 - (2.4) **Security procedures:** site, workplace, company and operative
 - (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
 - collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work
-

You will need to:

3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- stone, aggregate, mosaic, cement, plaster, pigments and pre-cast components
- additives, fixings, bonding agents
- clean water
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to produce specialist plaster finishes

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- inspect and prepare backgrounds
- mix materials
- prepare and apply plaster to produce terrazzo, mosaic, scagliola, micro-cement and polished plaster finishes
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with specialist plaster finishes

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

Outcome

- 5 comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- inspect and prepare backgrounds
 - mix materials
 - prepare and apply plaster to produce terrazzo, mosaic, scagliola, micro-cement and polished plaster finishes
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
 - use hand tools, portable power tools and ancillary equipment
 - work at height
 - use access equipment/working platforms
- (5.2) **Methods of work:** team work and communication
- (5.2) **Methods of work:** needs of other occupations associated with specialist plaster finishes

- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 211

Produce specialised plaster finishes

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials, components and fixings
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, apply and finish
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Inspect and prepare backgrounds, mix materials and produce at least one of the following specialist plaster finishes to given working instructions
 - terrazzo
 - mosaic
 - scagliola
 - polished
 - micro cement
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 212

Produce fibrous plaster components

Unit level:	SCQF 5
Credit value:	17
Unit aim:	<p>This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and producing fibrous plaster components</p> <p>This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers</p>
Relationship to NOS:	COSVR74

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- casting plasters
- reinforcing material
- timber, zinc and fixings
- hot and cold pour
- sealants, additives, release agents
- clean water
- hand tools, portable power tools and ancillary equipment

- (1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to produce specialist plaster finishes
- (1.3) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
- 2.3 how emergencies should be responded to and who should respond (K5)
- 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
- 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
- 2.6 why, when and how health and safety control equipment should be used (K8)
- 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
- (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
- (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
- fires, spillages, injuries
 - emergencies relating to occupational activities
- (2.4) **Security procedures:** site, workplace, company and operative
- (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
- collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- casting plasters
- reinforcing material
- timber, zinc and fixings
- hot and cold pour
- sealants, additives, release agents
- clean water
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to produce fibrous plaster components

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- construct models and running moulds
- prepare bench
- install reinforcement
- mix casting plasters and use retarders where appropriate
- produce reverse (negative) cornice moulds and casts
- produce straight and radial moulds
- produce mouldings using flood moulds and casts
- produce plain faced rebated slabs
- prepare mould compounds
- identify different types of casting plasters and retarders, and their appropriate uses

- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with fibrous plastering

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

4.2 how to protect work from damage and the purpose of protection (K14)

4.3 why disposal of waste should be carried out safely and how it is achieved (K15)

Range

(4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions

(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)

5.3 how maintenance of tools and equipment is carried out (K17)

Range

(5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- construct models and running moulds

- prepare bench
 - install reinforcement
 - mix casting plasters and use retarders where appropriate
 - produce reverse (negative) cornice moulds and casts
 - produce straight and radial moulds
 - produce mouldings using flood moulds and casts
 - produce plain faced rebated slabs
 - prepare mould compounds
 - identify different types of casting plasters and retarders, and their appropriate uses
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
 - use hand tools, portable power tools and ancillary equipment
 - work at height
- (5.2) use access equipment/working platforms **Methods of work:** team work and communication
- (5.2) **Methods of work:** needs of other occupations associated with fibrous plastering
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 212

Produce fibrous plaster components

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials, components and fixings
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, cut, position, gauge, mix, cast and run mouldings
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Construct models and running moulds
- P5 Prepare bench, install reinforcement and produce plasterwork to given working instructions to form at least three of the following
 - straight and radial moulds
 - flood moulds and casts
 - reverse (negative) cornice moulds and casts
 - plain-aced rebated slabs
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 213

Produce complex plasterwork moulds

Unit level:	SCQF 6
Credit value:	28
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and setting out and producing casting moulds for intricate designs, patterns, motifs, arches, curves and circular areas and running moulds for cornices, dados, skirtings and panel work. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	COSVR81

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- casting plasters
- rubber, GRP (glass reinforcement plastic), resins, release agents, catalysts, reinforcement
- timber, timber-based sheet material, zinc, steel and fixings
- clean water
- hand tools, portable power tools and ancillary equipment

- (1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to produce complex plasterwork moulds
- (1.4) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
- 2.3 how emergencies should be responded to and who should respond (K5)
- 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
- 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
- 2.6 why, when and how health and safety control equipment should be used (K8)
- 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
- (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
- (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
- fires, spillages, injuries
 - emergencies relating to occupational activities
- (2.4) **Security procedures:** site, workplace, company and operative
- (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
- collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- casting plasters
- rubber, GRP (glass reinforcement plastic), resins, release agents, catalysts, reinforcement
- timber, timber-based sheet material, zinc, steel and fixings
- clean water
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to produce complex plasterwork moulds

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- prepare bench
- check setting-out and profiles against drawings/instructions/samples
- understand the appropriate uses of rigid, loose piece and flexible casting moulds used to cast for intricate designs, patterns and motifs, arches, curves and ellipses, circular areas and decorative mouldings
- identify the appropriate materials and reinforcements for both rigid and flexible moulds
- understand casting and site installation requirements
- set out and produce running moulds and enrichments for cornices, dados, skirtings and panels
- produce intricate designs, patterns and motifs, curves, domes, vaults/lunettes, arches, circles, ellipses, columns and decorative mouldings

- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with producing plasterwork moulds

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

4.2 how to protect work from damage and the purpose of protection (K14)

4.3 why disposal of waste should be carried out safely and how it is achieved (K15)

Range

(4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions

(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)

5.3 how maintenance of tools and equipment is carried out (K17)

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)

Unit 213

Produce complex plasterwork moulds

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials, components and fixings
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, cut, position and secure
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare bench, set out and produce plasterwork casting and running moulds to given working instructions to cast for at least three of the following
 - intricate designs
 - patterns and motifs
 - arches
 - curves and ellipses
 - circular areas
 - run for cornices, dados, skirtings and panels
- P5 Produce decorative mouldings
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 214

Install complex fibrous plaster components

Unit level:	SCQF 6
Credit value:	20
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment, preparing and fixing fibrous plaster mouldings for skirtings, cornices, dados, panels, arches, pilasters, domes, lunettes, barrels and vaults. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	COSVR82

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- casting plaster, reinforcing material, timber, grid work and fixings
- suspension materials
- adhesives
- clean water
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to install complex fibrous plaster components

- (1.4) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
- 2.3 how emergencies should be responded to and who should respond (K5)
- 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
- 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
- 2.6 why, when and how health and safety control equipment should be used (K8)
- 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
- (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
- (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
- fires, spillages, injuries
 - emergencies relating to occupational activities
- (2.4) **Security procedures:** site, workplace, company and operative
- (2.6) **Health and safety control equipment:** identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
- collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work
-

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- casting plaster, reinforcing material, timber, grid work and fixings
- suspension materials
- adhesives
- clean water
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to install complex fibrous plaster components

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- prepare background surfaces
- mix casting plasters and adhesives
- install grid work where necessary
- install fibrous plaster mouldings for decorative cornices, decorative dados, decorative panels, arches, pilasters, domes and lunettes
- install fibrous plaster mouldings for barrel, vaulted, shaped, cross vaulted and decorative ceilings and balanced mitred mouldings
- secure structure using wire and wad and mechanically fixed methods
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

- (3.5) **Methods of work:** needs of other occupations associated with installing fibrous plaster components
-

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)
-

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance
-

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)
-

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- prepare background surfaces
 - mix casting plasters and adhesives
 - install grid work where necessary
 - install fibrous plaster mouldings for decorative cornices, decorative dados, decorative panels, arches, pilasters, domes and lunettes
 - install fibrous plaster mouldings for barrel, vaulted, shaped, cross vaulted and decorative ceilings and balanced mitred mouldings
 - secure structure using wire and wad and mechanically fixed methods
-

- recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
 - use hand tools, portable power tools and equipment
 - work at height
 - use access equipment/working platforms
- (5.2) **Methods of work:** team work and communication
- (5.2) **Methods of work:** needs of other occupations associated with installing fibrous plaster components
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 214

Install complex fibrous plaster components

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials, components and fixings
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to measure, mark out, fit, position and secure
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Survey to minimise waste
- P5 Prepare background surfaces, mix casting plasters and install fibrous plaster mouldings to decorative cornices and/or dados and/or panels and to at least two of the following to given working instructions
 - arches or pilasters
 - domes
 - lunettes
 - barrel vaulted or shaped ceilings
 - decorative ceilings
 - cross vaulted ceilings
 - balanced mitred mouldings
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Unit 215

Repair complex decorative fibrous plaster components

Unit level:	SCQF 6
Credit value:	18
Unit aim:	This unit is about interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment and repairing complex decorative fibrous plaster components. This unit is for people working in the occupational area of plastering and can be used by construction operatives, supervisors and managers.
Relationship to NOS:	CPSVR83

Outcome

- 1 Interpret the given information relating to the work and resources to confirm its relevance

You will need to:

- 1.1 interpret the given information relating to the work and resources to confirm its relevance (P1)

You need to know and understand:

- 1.2 the organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented (K1)
- 1.3 the types of information, their source and how they are interpreted (K2)
- 1.4 the organisational procedures to solve problems with the information and why it is important they are followed (K3)

Range

(1.2, 1.3, **Information:** drawings, specifications, schedules, method statements, risk assessments, 1.4) manufacturers' information and current regulations governing buildings

(1.2) **Resources:** materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

- casting plasters, reinforcing material, timber and fixings
- release agents
- thixotropic rubber
- clean water
- hand tools, portable power tools and ancillary equipment

(1.2) **Resources:** methods of calculating quantity, length, area and wastage associated with the method/procedure to repair complex decorative fibrous plaster components

- (1.4) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
-

Outcome

- 2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices

You will need to:

- 2.1 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices (P2)

You need to know and understand:

- 2.2 the level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied (K4)
- 2.3 how emergencies should be responded to and who should respond (K5)
- 2.4 the organisational security procedures for tools, equipment and personal belongings (K6)
- 2.5 what the accident reporting procedures are and who is responsible for making the report (K7)
- 2.6 why, when and how health and safety control equipment should be used (K8)
- 2.7 how to comply with environmentally responsible work practices to meet current legislation and official guidance (K9)
-

Range

- (2.2) **Information:** drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing buildings
- (2.2, 2.7) **Legislation and official guidance:** this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working 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
- (2.3) **Emergencies:** operative's response to situations in accordance with organisational authorisation and personal skills when involved with
- fires, spillages, injuries
 - emergencies relating to occupational activities
- (2.4) **Security procedures:** site, workplace, company and operative
- (2.6) **Health and safety control equipment:** identified by the principles of protection for occupational use, types and purpose of each type, work situations and general work environment
- collective protective measures
 - personal protective equipment (PPE)
 - respiratory protective equipment (RPE)
 - local exhaust ventilation (LEV)
-

Outcome

- 3 Select the required quantity and quality of resources for the methods of work
-

You will need to:

- 3.1 select the required quantity and quality of resources for the methods of work (P3)

You need to know and understand:

- 3.2 the characteristics, quality, uses, sustainability, limitations and defects associated with the resources and how defects should be rectified (K10)
- 3.3 how the resources should be used and how any problems associated with the resources are reported (K11)
- 3.4 the organisational procedures to select resources, why they have been developed and how they are used (K12)
- 3.5 the hazards associated with the resources and methods of work and how they are overcome (K13)

Range

(3.2, 3.3, **Resources:** materials, components and equipment relating to types, quantity, quality, 3.4, 3.5) sizes and the sustainability of standard and/or specialist

- casting plasters, reinforcing material, timber and fixings
- release agents
- thixotropic rubber
- clean water
- hand tools, portable power tools and ancillary equipment

(3.2, 3.3, **Resources:** methods of calculating quantity, length, area and wastage associated with the 3.4, 3.5) method/procedure to repair complex decorative fibrous plaster components

(3.3) **Problems:** those arising from information, resources and methods of work

- own authority to rectify
- organisational reporting procedures

(3.5) **Hazards:** those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

(3.5) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to

- prepare background surfaces
- mix casting plasters
- take impressions, including thixotropic squeezes
- repair complex decorative fibrous plaster components
- tie-back fibrous plaster components to structure
- replicate mouldings
- reinforce around damaged areas
- recognise and determine when specialist skills and knowledge are required and report accordingly
- understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
- use hand tools, portable power tools and ancillary equipment
- work at height
- use access equipment/working platforms

(3.5) **Methods of work:** team work and communication

(3.5) **Methods of work:** needs of other occupations associated with fibrous plastering

Outcome

- 4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area

You will need to:

- 4.1 comply with organisational procedures to minimise the risk of damage to the work and surrounding area (P4)

You need to know and understand:

- 4.2 how to protect work from damage and the purpose of protection (K14)
4.3 why disposal of waste should be carried out safely and how it is achieved (K15)
-

Range

- (4.2) **Protect work:** protect work against damage from general workplace activities, other occupations and adverse weather conditions
(4.3) **Disposal of waste:** environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance
-

Outcome

- 5 Comply with the given contract information to carry out the work efficiently to the required specification

You will need to:

- 5.1 comply with the given contract information to carry out the work efficiently to the required specification (P5)

You need to know and understand:

- 5.2 how methods of work, to meet the specification, are carried out and problems reported (K16)
5.3 how maintenance of tools and equipment is carried out (K17)
-

Range

- (5.2) **Methods of work:** application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to
- prepare background surfaces
 - mix casting plasters
 - take impressions, including thixotropic squeezes
 - repair complex decorative fibrous plaster components
 - tie-back fibrous plaster components to structure
 - replicate mouldings
 - reinforce around damaged areas
 - recognise and determine when specialist skills and knowledge are required and report accordingly
 - understand specific requirements for structures of special interest, traditional build (pre 1919) and historical significance
-

- use hand tools, portable power tools and ancillary equipment
 - work at height
 - use access equipment/working platforms
- (5.2) **Methods of work:** team work and communication
- (5.2) **Methods of work:** needs of other occupations associated with fibrous plastering
- (5.2) **Problems:** those arising from information, resources and methods of work
- own authority to rectify
 - organisational reporting procedures
- (5.3) **Maintenance:** operative care of hand tools, portable power tools and ancillary equipment
-

Outcome

- 6 Complete the work within the allocated time, in accordance with the programme of work

You will need to:

- 6.1 complete the work within the allocated time, in accordance with the programme of work (P6)

You need to know and understand:

- 6.2 what the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept (K18)
-

Range

- (6.2) **Programme:** types of progress charts, timetables and estimated times
- (6.2) **Programme:** organisational procedures for reporting circumstances which will affect the work programme

Unit 215

Repair complex decorative fibrous plaster components

Supporting Information

Evidence requirements

Direct evidence through normal performance in the workplace is the primary source for meeting the requirements.

A holistic approach to the collection of evidence should be taken, assessing activities generated by whole work experience rather than focussing on specific tasks of an assessment criterion in the unit.

In addition to evidence that meets the knowledge requirements, the following performance evidence is also required:

- P1 Interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out
- P2 Avoidance of risk by complying with the given information relating to the following
 - methods of work
 - safe use of health and safety control equipment
 - safe use of access equipment/working platforms
 - safe use, storage and handling of materials, tools and equipment
 - specific risks to health
- P3 Selection of resources associated with own work
 - materials
 - tools and equipment
- P4 Protection of the work and its surrounding area from damage
- P4 Minimise damage and maintain a clean work space
- P4 Disposal of waste in accordance with current legislation
- P5 Demonstration of work skills to plumb, measure, mark out, mix, apply and finish one-, two- and three-coat plaster
- P5 Use and maintain hand tools, portable power tools and ancillary equipment
- P5 Prepare background surfaces, mix plaster and apply internal solid plaster to at least six of the following to given working instructions
 - internal and external angles other than 90°
 - splayed walls
 - round or arched windows
 - round or square columns
 - attached piers
 - beams
 - inclined walls or ceilings
 - curved surfaces
 - lath walls or ceilings
 - expanded metal lath (EML)
- P6 Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

Appendix 1 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to the Centres and Training Providers homepage on www.cityandguilds.com.

Centre Manual - Supporting Customer Excellence contains detailed information about the processes which must be followed and requirements which must be met for a centre to achieve 'approved centre' status, or to offer a particular qualification, as well as updates and good practice exemplars for City & Guilds assessment and policy issues.

Specifically, the document includes sections on:

- The centre and qualification approval process
- Assessment, internal quality assurance and examination roles at the centre
- Registration and certification of candidates
- Non-compliance
- Complaints and appeals
- Equal opportunities
- Data protection
- Management systems
- Maintaining records
- Assessment
- Internal quality assurance
- External quality assurance.

Our Quality Assurance Requirements encompasses all of the relevant requirements of key regulatory documents such as:

- SQA Regulatory Principles Version 2 (December 2014)
- NVQ Code of Practice (2006)

and sets out the criteria that centres should adhere to pre and post centre and qualification approval.

Access to Assessment & Qualifications provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **centre homepage** section of the City & Guilds website also contains useful information on such things as:

- **Walled Garden:** how to register and certificate candidates on line
- **Events:** dates and information on the latest Centre events
- **Online assessment:** how to register for e-assessments.

Centre Guide – Delivering International Qualifications contains detailed information about the processes which must be followed and requirements which must be met for a centre to achieve 'approved centre' status, or to offer a particular qualification.

Specifically, the document includes sections on:

- The centre and qualification approval process and forms

- Assessment, verification and examination roles at the centre
- Registration and certification of candidates
- Non-compliance
- Complaints and appeals
- Equal opportunities
- Data protection
- Frequently asked questions.

Appendix 2 Useful contacts

UK learners

General qualification information

E: learnersupport@cityandguilds.com

International learners

General qualification information

E: intcg@cityandguilds.com

Centres

Exam entries, Certificates, Registrations/enrolment, Invoices, Missing or late exam materials, Nominal roll reports, Results

E: centresupport@cityandguilds.com

Single subject qualifications

Exam entries, Results, Certification, Missing or late exam materials, Incorrect exam papers, Forms request (BB, results entry), Exam date and time change

E: singlesubjects@cityandguilds.com

International awards

Results, Entries, Enrolments, Invoices, Missing or late exam materials, Nominal roll reports

E: intops@cityandguilds.com

Walled Garden

Re-issue of password or username, Technical problems, Entries, Results, e-assessment, Navigation, User/menu option, Problems

E: walledgarden@cityandguilds.com

Employer

Employer solutions, Mapping, Accreditation, Development Skills, Consultancy

E: business@cityandguilds.com

Publications

Logbooks, Centre documents, Forms, Free literature

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