



This version of this unit replaces all previously published versions with effect from January 2012. This unit should be used by all learners registering for qualifications that include it in their structure from this date.

Unit title: **Installing protective components in the workplace**

Unit reference number: F/503/0120

QCF level: 2

Credit value: 18

Guided learning hours: 60

Start date: January 2012

Unit summary

The aim of this unit is to develop the skills, knowledge and understanding required to confirm competence in installing protective components in the workplace, within the relevant sector of industry.

Assessment requirements/evidence requirements

This unit must be assessed in a work environment, in accordance with:

- the Additional Requirements for Qualifications using the title NVO in QCF
- the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment.

Assessors for this unit must have verifiable, current industry experience and a sufficient depth of relevant occupational expertise and knowledge, and must use a combination of assessment methods as defined in the Consolidated Assessment Strategy.

Workplace evidence of skills cannot be simulated.

Assessment recording

This unit is assessed in the workplace. The table on the following pages shows the learning outcomes and the assessment criteria for this unit. The table includes space for learners to enter the types of evidence they are presenting for assessment and the submission date against each assessment criterion. Alternatively, centres can use their own documentation.

Learning outcomes and assessment criteria

Learning Outcome		Assessment Criterion		Evidence type	Portfolio reference	Date
1	Interpret the given information relating to the work and resources needed when installing protective components.	1.1	Interpret and extract relevant information from drawings, specifications, schedules, method statements and manufacturers' information.			
		1.2	Comply with information and/or instructions derived from risk assessments and method statements.			
		1.3	State the organisational procedures developed to report and rectify inappropriate information and unsuitable resources and how they are implemented.			
		1.4	Describe different types of information, their source and how they are interpreted in relation to: <ul style="list-style-type: none"> - drawings, specifications, schedules, manufacturers' information, method statements and regulations governing buildings. 			

Learning Outcome		Assessment Criterion		Evidence type	Portfolio reference	Date
2	Know how to comply with relevant legislation and official guidance when installing protective components.	2.1	Describe their responsibilities under current legislation and official guidance whilst working: <ul style="list-style-type: none"> - in the workplace, below ground level, at height, in confined spaces, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting. 			
		2.2	Describe the organisational security procedures for tools, equipment and personal belongings in relation to site, workplace, company and operative.			
		2.3	Explain what the accident reporting procedures are and who is responsible for making reports.			
		2.4	State the types of fire extinguishers available when installing protective components and describe how and when they are used.			
3	Maintain safe working practices when installing protective components.	3.1	Use personal protective equipment (PPE) and access equipment (if applicable) safely to carry out the activity in accordance with legislation and organisational requirements when installing protective components.			
		3.2	Explain why, and when and how personal protective equipment (PPE) should be used, relating to installing protective components, and the types, purpose and limitations of each type.			

Learning Outcome		Assessment Criterion		Evidence type	Portfolio reference	Date
		3.3	State how emergencies should be responded to in accordance with organisational authorisation and personal skills when involved with fires, spillages, injuries and other task-related hazards.			
4	Select the required quantity and quality of resources for the methods of work to install protective components.	4.1	Select resources associated with own work in relation to materials, components, fixings, tools and equipment.			
		4.2	Describe the characteristics, quality, uses, sustainability, limitations and defects associated with the resources in relation to: <ul style="list-style-type: none"> – protective components and fixings – adhesives – hand and/or powered tools and equipment. 			
		4.3	Describe how the resources should be used correctly and how problems associated with the resources are reported.			
		4.4	Explain why the organisational procedures have been developed and how they are used for the selection of required resources.			
		4.5	Describe any potential hazards associated with the resources and method of work.			
		4.6	Describe how to calculate quantity, length, area and wastage associated with the method/procedure to install protective components.			

Learning Outcome		Assessment Criterion		Evidence type	Portfolio reference	Date
5	Minimise the risk of damage to the work and surrounding area when installing protective components.	5.1	Protect the work and its surrounding area from damage in accordance with safe working practices and organisational procedures.			
		5.2	Minimise damage and maintain a clean work space.			
		5.3	Dispose of waste in accordance with legislation.			
		5.4	Describe how to protect work from damage and the purpose of protection in relation to general workplace activities, other occupations and adverse weather conditions.			
		5.5	Explain why the disposal of waste should be carried out safely in accordance with environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.			
6	Complete the work within the allocated time when installing protective components.	6.1	Demonstrate completion of the work within the allocated time.			
		6.2	State the purpose of the work programme and explain why deadlines should be kept in relation to: <ul style="list-style-type: none"> – types of progress charts, timetables and estimated times – organisational procedures for reporting circumstances which will affect the work programme. 			

Learning Outcome		Assessment Criterion		Evidence type	Portfolio reference	Date
7	Comply with the given contract information to install protective components to the required specification.	7.1	Demonstrate the following work skills when installing protective components: <ul style="list-style-type: none"> – measuring, marking out, levelling, aligning, fitting, finishing, positioning and securing. 			
		7.2	Prepare the area and install seven of the following protective components to given working instructions: <ul style="list-style-type: none"> – handrails, combi or grab rails – wall protection – corner protection – bedhead protection and/or bed locators – impact protection – sheet protection – door/frame protection – bump rails/parking fenders – barriers – kickplates – bollards or wheeled bollards – solar shading – explosive venting – entrance flooring – expansion joint covers – stair nosing and side trims. 			

Learning Outcome	Assessment Criterion	Evidence type	Portfolio reference	Date
	7.3 Safely use and store materials, hand tools, portable power tools and ancillary equipment.			
	7.4 Describe how to apply safe work practices, follow procedures, report problems and establish the authority needed to rectify them, to: <ul style="list-style-type: none"> – confirm area to secure components – identify substrate types – identify sequence of installation with other operations – confirm type of installation and components – identify datum and set out – prepare for the installation of protective components – prepare adhesives (two packs and sprayed) – use adhesives – select, prepare and install protective components – identify and interpret manufacturers' requirements – liaise with contractors – protect the public – use hand tools, power tools and equipment – work at height – use access equipment. 			

Learning Outcome		Assessment Criterion		Evidence type	Portfolio reference	Date
		7.5	Describe the needs of other occupations and how to effectively communicate within a team when installing protective components.			
		7.6	Describe how to maintain the tools and equipment used when installing protective components.			

Learner name: _____

Date: _____

Learner signature: _____

Date: _____

Assessor signature: _____

Date: _____

Internal verifier signature: _____

Date: _____

(if sampled)