

## ASTO06

### Collect, analyse and prevent measured survey data



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#### Overview

The Standards that are part of this Unit

1. O06.1 Contribute to the preparation of survey operations
2. O06.2 Assist in undertaking and presenting measured surveys

This is an optional unit for all disciplines.

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### Performance criteria

#### Contribute to the preparation of survey operations

*You must be able to:*

- P1 confirming the objectives and **purpose of the survey**
- P2 confirming with the people who will be affected that the **survey method** statement is accurate before starting the work
- P3 checking and confirming, before starting work, that all necessary **arrangements** have been made
- P4 arranging for relevant **equipment**, and enough spares for on site maintenance, to be brought to the site and kept safely and securely
- P5 checking and adjusting **equipment** so that it is accurate

#### Assist in undertaking and presenting measured surveys

*You must be able to:*

- P6 taking accurate observations and measurements using valid methods and **equipment** to meet appropriate datum requirements
- P7 adapting work procedures and practices to allow for different **circumstances and conditions**
- P8 recording **survey** data clearly and accurately and storing it securely for later analysis
- P9 restoring areas which have been opened for access so that subsequent processes can take place
- P10 assisting in assembling and collecting **survey** data to allow an accurate analysis to be made
- P11 assisting in checking and verifying the **survey** data to maintain accuracy and integrity
- P12 **presenting** the data analysis, the commentary and any support information accurately, clearly and in a suitable format for use

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### Knowledge and understanding

*You need to know and understand:*

#### Contribute to the preparation of survey operations

- K1 how do you confirm the objectives and **purpose of the survey**? (application) (a) [1]
- K2 how do you confirm with the people who will be affected, that the **survey method** statement is accurate before starting the work? (application) (b) [2]
- K3 how do you check and confirm, before starting work that all necessary **arrangements** have been made? (application) (c) [3]
- K4 how do you arrange for relevant **equipment**, and enough spares for on site maintenance, to be brought to the site and kept safely and securely? (application) (d) [4]
- K5 how do you check and adjust **equipment**? (e) [4]

#### Assist in undertaking and presenting measured surveys

*You need to know and understand:*

- K6 how do you take accurate observations and measurements to meet appropriate datum requirements? (application) (a) [1,2,3]
- K7 how do you adapt work procedures and practices to allow for different **circumstances and conditions**? (application) (b) [2]
- K8 how do you record and store **survey** data? (application) (c) [1,2,3]
- K9 how do you restore areas which have been opened for access so that subsequent processes can take place? (application) (d) [3]
- K10 how do you assist in assembling and collecting **survey** data to allow an accurate analysis to be made? (application) (e) [3]
- K11 how do you assist with the checking and verification to maintain **survey** data accuracy and integrity? (application) (f) [3]
- K12 how do you **present** the data analysis, the commentary and any support information accurately, clearly and in a suitable format? (application) (g) [4]

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### Additional Information

#### Scope/range related to performance criteria

#### Contribute to the preparation of survey operations

1. **Purpose of the survey:**
  - 1.1. land
  - 1.2. building
2. **Survey – method:**
  - 2.1. visual inspection
  - 2.2. measurement
3. **Arrangements:**
  - 3.1. permissions
  - 3.2. access
  - 3.3. personal health & safety
  - 3.4. security
4. **Equipment:**
  - 4.1. mechanical
  - 4.2. optical

#### Assist in undertaking and presenting measured surveys

5. **Equipment:**
  - 5.1. mechanical
  - 5.2. optical
  - 5.3. electronic
6. **Circumstances and conditions:**
  - 6.1. situational
  - 6.2. operational
  - 6.3. unforeseen
7. **Survey type:**
  - 7.1. land
  - 7.2. building
8. **Presenting:**
  - 8.1. orally
  - 8.2. in writing

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**Developed by** Asset Skills

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**Version number** 1

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**Date approved** July 2007

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**Indicative review date** July 2009

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**Validity** Current

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**Status** Original

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**Originating organisation** Asset Skills

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**Original URN** O06

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**Relevant occupations** Professional Occupations; Construction, planning and the built env; Building and construction; Architects, Town Planners and Surveyors

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**Suite** Surveying, Property Maintenance and Valuation

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**Key words** surveying, property maintenance, Valuation, measured surveys, procurement, property disposals, property acquisitions, work schedules, property management, property condition, tenders, bills of quantity