

COSTPCBCB62.1

Prepare graphical information in conservation and building control



Overview

In this unit you will need to be able to produce drawings and graphics to illustrate a building regulation scheme.

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Performance criteria

Prepare graphical information

You must be able to:

- P1 produce **graphical information** which is complete, accurate, and complies with the design information
- P2 produce **graphical information** which is suitable for the **purpose**
- P3 select **methods and media** which are suitable for the **graphical information** required, and which can be produced with the resources and time available
- P4 use standard **conventions** and identify and justify any deviations from them
- P5 clarify any information to be included which is incomplete and inconsistent and make accurate amendments
- P6 keep **registers and records** of **graphical information** which are complete, accurate and up-to-date
- P7 obtain necessary **checks and approvals** for the content and presentation of **graphical information**
- P8 use **methods** for production and record keeping which are consistent with quality assurance procedures

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Knowledge and understanding

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You need to know and understand:

- K1 how to produce **graphical information** which is complete, accurate and complies with the design information (application)
- K2 how to produce **graphical information** which is suitable for the **purpose** (application)
- K3 how and why to select **methods and media** (evaluation)
- K4 what to identify as deviations from **conventions** (understanding)
- K5 how to use standard **conventions** (application)
- K6 how and why to justify any deviations from **conventions** (evaluation)
- K7 how to clarify any information to be included which is incomplete and inconsistent, and make accurate amendments (application)
- K8 how and why to keep **registers and records** of **graphical information** (synthesis)
- K9 how to obtain necessary **checks and approvals** for the content and presentation of **graphical information** (application)
- K10 how to use **methods** for production and record keeping which are consistent with quality assurance procedures (application)

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Scope/Range

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1 Graphical information (Performance in 2 of the following):

- 1.1 location, assembly, component
- 1.2 sketches
- 1.3 working drawings
- 1.4 schedules
- 1.5 presentation drawings
- 1.6 co-ordination drawings

2 Purpose (of drawing):

- 2.1 obtain consents
- 2.2 procurement
- 2.3 contract
- 2.4 production
- 2.5 record
- 2.6 presentation
- 2.7 analysis
- 2.8 factory manufacture
- 2.9 site installation
- 2.10 sub-contract & specialist details

3 Methods and media:

- 3.1 manual
- 3.2 electronic

4 Conventions:

- 4.1 detailing standards
- 4.2 codes of practice
- 4.3 current industry practice
- 4.4 methods of coordination (e.g. Common Arrangement)

5 Registers and records:

- 5.1 incoming and outgoing drawing and document registers
- 5.2 records of document approval and revision
- 5.3 quality assurance documentation

6 Checks and approvals:

- 6.1 format
- 6.2 presentation
- 6.3 accuracy
- 6.4 technical content
- 6.5 completeness
- 6.6 referencing
- 6.7 cross-referencing and correlation with associated documents
- 6.8 status

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- 6.9 positioning
- 6.10 shape
- 6.11 dimensions
- 6.12 tolerances
- 6.13 composition
- 6.14 fixing
- 6.15 annotation
- 6.16 symbols and conventions
- 6.17 interoperability of CAD

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Relevant occupations Town planners; chartered surveyors (not quantity surveyors); building inspectors; construction project manager and related professions

Suite Town Planning, Conservation and Building Control

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