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## Overview

This standard is about establishing and maintaining working practices and procedures across a specified range of building services engineering sector installation and/or maintenance activities that give consideration to health and safety, the natural environment and the working environment. This would include identifying hazards and risks, applying appropriate procedures and working practices to protect yourself and others.

This work may be carried out in the context of plumbing, electrotechnical, refrigeration and air conditioning, heating and ventilation, or consumer electrical and electronic products.

The person carrying out this work must possess the skills and knowledge to be able to use building services engineering sector equipment, components, materials and substances effectively, efficiently, in accordance with the specification giving consideration to the natural environment and the working environment in terms of waste materials and if appropriate water usage.

## Performance criteria

- You must be able to:*
1. identify the appropriate industry standards and regulations
  2. apply relevant organisational procedures
  3. identify hazards and risks
  4. complete documentation in accordance with the requirements of the organisational procedures
  5. review the organisational procedures to ensure that they will not cause potential hazards and risks
  6. implement organisational procedures, suppliers' and manufacturers' instructions appropriate to the safe use, maintenance, handling, transport and storage of:
    - tools, plant and access equipment
    - equipment and components
    - materials and substances
  7. report to the relevant people in accordance with organisational procedures:
    - potential hazards and risks
    - potentially harmful materials and substances
  8. confirm that the conduct of people when undertaking the installation and/or maintenance activity does not cause potential hazards and risks
  9. comply with organisational procedures in the event of:
    - injuries to self and/or others
    - emergencies
    - evacuation procedures
  10. implement organisational procedures for the safe transport and/or disposal of waste material, substances and liquids in accordance with suppliers' and manufacturers' instructions

## Knowledge and understanding

*You need to know and understand:*

1. appropriate industry standards and regulations
2. your responsibilities in accordance with organisational procedures
3. the application, advantages and limitations of different working practices
4. how to recognise materials and substances that can potentially be harmful
5. the documentation associated with the organisational procedures' requirements
6. the organisational procedures for dealing with the presence of harmful materials and substances
7. where and how to locate relevant health and safety information needed to complete the installation and/or maintenance activity in accordance with organisational procedures
8. what constitutes a hazard or risk
9. the methods for handling of hazardous materials and substances in accordance with organisational procedures
10. the organisational procedures, suppliers' and manufacturers' instructions for safe use, maintenance, handling, transport and storage of:
  - tools, plant and access equipment
  - equipment and components
  - materials and substances
11. the warning signs for hazardous materials and substances
12. the methods for the safe transport and/or disposal of waste material, substances and liquids in accordance with:
  - organisational procedures
  - suppliers' and manufacturers' instructions
13. the organisational procedures relevant to reporting issues relating to:
  - health and safety
  - harmful substances and material
  - emergencies on site

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**Scope/range related to performance criteria**    **Working environments (internal and/or external)**

- domestic
- non-domestic
- commercial
- industrial
- agricultural
- horticultural
- leisure and entertainment
- residential medical and care facilities
- public highways and parks
- public services establishments
- pre-1919 traditional/historic buildings

**Emergencies**

- fire
- flood
- explosion
- toxic atmosphere
- electric shock
- injury to person(s)

**Organisation procedures**

- information management
- method statement
- project management
- risk assessment
- risk management
- implementing and monitoring health and safety requirements and issues
- implementing and monitoring issues relating to the natural environment
- customer services
- accident reporting
- emergencies
- communication with relevant people

**Relevant people**

- customers/clients
- client representatives
- supervisors
- site/contract manager
- other contractors/trades
- members of the public
- work colleagues

### **Site**

- new build construction – building or structure
- existing building or structure

### **Potential hazards and risks**

- disposal of substances and materials
- installation and/or maintenance methods and techniques
- lifting and handling (manual and mechanically assisted)
- presence of vehicle thoroughfares
- storage of liquids, substances and materials
- use of appliances, tools and equipment
- use of access equipment
- use of personal protective equipment (PPE)
- working in a potentially hazardous atmosphere (e.g. presence of asbestos, dust, fumes or vapour)
- working at height
- working in confined spaces

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**Relevant Occupations** Building Services Engineering Technician

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**Suite** Building Services Engineering Technology and Project Management

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