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## Overview

This national occupational standard is about making sure the working environment is safe and secure to work in.

This standard is for those responsible for site operations during gas network construction activities. These activities will usually include the leadership and direction of the members of a team and decision making regarding the approach to take when undertaking the work.

This standard consists of three elements:

1. maintain the health and safety of yourself and others
2. maintain the safety and security of plant, equipment, and the working environment
3. Use and communicate data and information

## Performance criteria

*You must be able to:*

### **Maintain the health and safety of yourself and others**

1. carry out a site specific risk assessment for your area of work and review in accordance with company procedures
2. apply control measures identified in the site specific risk assessment
3. work in a safe manner which ensures you do not endanger yourself, others or the environment
4. select, check condition, use and store the appropriate PPE for the task
5. Respond to in line with area of responsibility and approved practices and procedures
6. follow company procedures immediately in the event of an emergency situation

### **Maintain the safety and security of plant, equipment, and the working environment**

7. ensure plant and equipment is fit for purpose
8. assemble, prepare and use plant and equipment in a safe manner
9. maintain safe access and egress to and from work locations
10. ensure health and safety equipment is in good condition and fit for purpose
11. prevent unauthorised personnel accessing the work site in accordance with organisational procedures.
12. maintain site safety through continuous monitoring
13. apply approved procedures in the event of an emergency

### **Use and communicate data and information**

14. follow operational and organisational procedures for communicating information to other people
15. maintain records in accordance with operational and organisational requirements
16. check with designated personnel any circumstances where information appears incorrect
17. use organisational information systems to record and store data and information
18. exchange and record information in accordance with operational

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procedures

19. report to designated person any situations which require additional intervention
20. refer problems and conditions outside the responsibility of the job role to a designated person using approved procedures

## Knowledge and understanding

*You need to know and understand:* **General**

1. the main responsibilities of the employer and employee under the Health

and Safety at Work Act and how to comply with them

2. the main responsibilities of the employer and employee under environmental legislation

3. how to carry out and review site-specific risk assessments

4. the company reporting lines, roles, responsibilities and levels of authority

5. the identification and application of safe procedures for handling hazardous and non-hazardous materials

6. organisational accident recording and reporting procedures

7. the range and use of personal protective equipment for the work activity and procedures for checking PPE is fit for purpose

8. statutory, organisational and emergency reporting procedures

9. the current construction design and management regulations and how they impact on your area of work

### **Maintain Safe and Secure Environment**

10. health and safety legislation and regulations for safe working practices for plant, equipment and the working environment

11. how to ensure that plant and equipment is fit for purpose

12. how to provide safe access and egress to and from work locations

13. how to identify a confined space and where a work location has the potential to become a confined space, the hazards associated with it and the procedures to follow

14. the importance of applying control measures to identified risks

15. how to monitor site safety and security and respond to any unsafe behaviour

16. organisational requirements for safe storage and use of personal protective equipment (PPE)

17. approved emergency procedures

18. how to check and interpret information received for accuracy, validity and meaning and the importance of doing so

19. the importance of interpreting and following instructions accurately

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20. the importance of confirming understanding of instructions received and given
  21. methods of recording verbal, written, and computerised information
  22. information which needs to be provided to others relating to the health, safety and security of the site
  23. information sources and how to access them
  24. the importance of supplying accurate information, in a fit-for-purpose format, and within identified timescales
  25. the purpose of data audit trails and how to use and maintain them
  26. the organisation's confidentiality policies

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**Scope/range**

**Working practices** – any activities, procedures, use of materials or equipment and working techniques used in carrying out your job

**Designated people** – those people specified within work and health and safety procedures

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<b>Developed by</b>	Energy & Utility Skills
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<b>Version Number</b>	2
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<b>Date Approved</b>	December 2017
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<b>Validity</b>	Current
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<b>Status</b>	Original
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<b>Originating Organisation</b>	Energy & Utility Skills
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<b>Original URN</b>	EUS GNC002
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<b>Relevant Occupations</b>	Gas Team Leaders, Craftspersons and Technicians
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<b>Suite</b>	Gas Network Construction
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<b>Keywords</b>	gas, network, gas network
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