

## Implement works to meet installation requirements

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### Overview

This NOS sets out the skills, knowledge and understanding for you to prepare the site and prepare and control work to implement installation work.

This NOS covers the following activities:

1. Co-ordinate site preparation
2. Co-ordinate work control

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## Performance criteria

*You must be able to:*

### **Co-ordinate site preparations**

- P1 identify any special considerations, record them and pass them on to people who may be affected
- P2 identify any factors which might compromise the proposed works, describe and summarise them accurately, and pass on the information to the appropriate authorities
- P3 make arrangements for adequate site safety and security before work starts, and whilst working on the site
- P4 plan the site layout for operational purposes and pass on information about the plans to the people who will be working on the site
- P5 plan the storage and use of materials and components so that materials handling and movement is efficient and wastage is minimised

### **Co-ordinate work control**

- P6 assemble and review relevant information which was used in the preparation of the project plan, clarify any information which is not clear and update it for production planning purposes
- P7 give adequate notice to relevant parties when the work will commence, the duration and confirm all dates
- P8 agree a programme of works with relevant parties
- P9 identify, record and obtain information requirements before work starts
- P10 organise attendance for subcontractors in accordance with contractual agreements
- P11 plan and obtain sufficient resources of the appropriate type which will meet the specification
- P12 organise and control the site and resources so that conditions are safe, the site is tidy and creates a favourable image of the organisation, its products and its services and the project
- P13 develop plans to meet special requirements and contingencies which are sufficient to minimise disruption to those likely to be affected by the works programme
- P14 identify, communicate and monitor necessary consequent actions

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and responsibilities for implementation

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## Knowledge and understanding

*You need to know and understand:*

### **Legal and Organisational requirements**

K1 current relevant legislation, regulations, standards and codes of practice relating to installation requirements

### **Co-ordinate site preparation**

K2 what to identify as special considerations

K3 how to record special considerations and pass them on to people who might be affected

K4 what to identify and describe as factors which might compromise the proposed works

K5 how to summarise and pass on information about any factors which might compromise the proposed works to the appropriate authorities

K6 how to make arrangements for adequate site safety

K7 how to place and maintain notices

K8 how to pass on information about the site layout plans to the people working on the site

K9 how to plan the site layout for operational purposes

K10 how to plan the storage and use of materials and components

### **Co-ordinate work control**

K11 what you identify as information requirements before work starts

K12 how to assemble relevant information which was used in the preparation of the project plan, and clarify and update any information which is not clear

K13 how to give adequate notice to relevant parties when the work will commence, the duration and confirm all dates

K14 how to record and obtain information requirements before work starts

K15 how to review relevant information which was used in the preparation of the project plan

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K16 how to obtain sufficient resources

K17 how to control the site and resources so that conditions are safe, the site is tidy and creates a favourable image of the organisation, its products and its services and the project

K18 how to organise attendance for subcontractors in accordance with contractual agreements

K19 how to plan resources

K20 how to organise the site and resources so that conditions are safe, the site is tidy and creates a favourable image of the organisation, its products and its services and the project

K21 how to agree a programme of works with the relevant parties

K22 what you identify as necessary consequent actions and responsibilities for implementation

K23 how to communicate necessary consequent actions and responsibilities for implementation

K24 how to monitor necessary consequent actions and responsibilities for implementation

K25 how to develop plans to meet special requirements and contingencies

K26 how to communicate and work with other people

## Glossary

In these National Occupational Standards;

**Electronic security systems:** a generic term that includes: intruder, fire, cctv, access, remote monitoring systems and other types of protective installations. It also encompasses the integration of existing and new systems.

**sites:** premises of installations. For example (but not exhaustive) commercial; industrial; retail; domestic; governmental

**specification:** the specific detail containing design, installation, commissioning or maintenance requirements

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