
Overview

This standard is about managing the installation, maintenance, monitoring and removal of temporary works, that are consistent with site requirements, and adopting safe, healthy and environmentally responsible work practices in accordance with current organisational requirements which are equal to or exceed current statutory and legislative requirements.

This standard is for people working in the occupational area of construction site management and can be used by operatives, supervisors and managers

Performance criteria

- You must be able to:*
- P1 interpret and confirm the relevance of the following information in relation to the supervision of installing, maintaining and removing temporary works:
 - 1.1 drawings
 - 1.2 design brief
 - 1.3 check certificates
 - 1.4 hold points
 - 1.5 permits to work
 - 1.6 risk classification
 - 1.7 implementation plan
 - 1.8 inspection and test plan
 - 1.9 specifications
 - 1.10 schedules
 - 1.11 method statements
 - 1.12 risk assessments
 - 1.13 manufacturers' information

 - P2 observe current legislation and official guidance to the work environment to ensure protection and safety of the workforce, the general public, visitors, and the environment by application of information relating to at least six of the following:
 - 2.1 methods of work
 - 2.2 risk assessment
 - 2.3 safe use and storage of tools
 - 2.4 safe use of access equipment
 - 2.5 traffic management
 - 2.6 emergency plans
 - 2.7 fire safety/ hot works
 - 2.8 lifting plans
 - 2.9 environmental factors

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- P3 identify, assess and maintain the following resources for temporary works
 - 3.1 people
 - 3.2 plant, equipment or machinery
 - 3.3 materials and components
 - 3.4 sub-contractors
 - 3.5 information
 - 3.6 work and facilities
 - 3.7 waste management
 - 3.8 utilities (power, water, lighting)

 - P4 confirm that all materials, equipment and tooling is correct prior to installation

 - P5 manage the installation of the temporary works in accordance with the programme of works to meet the needs of organisational and other stakeholder procedures

 - P6 keep accurate records of work progress checks, faults, problems, corrective actions, quantities involved and maintain safe working methods and practices

 - P7 handover the temporary works in accordance with organisational procedures

 - P8 manage the removal of the temporary works in accordance with the programme of works to meet the needs of organisational and other stakeholder requirements

Knowledge and understanding

You need to know and understand: **Performance Criteria 1**
Interpretation of information

- K1** how to interpret the given design information relating to the work and resources to confirm its accuracy, completeness and relevance to the building type and construction and record and report issues in relation to the following:
- K1.1 drawings
 - K1.2 design brief
 - K1.3 check certificates
 - K1.4 hold points
 - K1.5 permit to work
 - K1.6 risk classification
 - K1.7 implementation plan
 - K1.8 inspection and test plan
 - K1.9 specifications
 - K1.10 schedules
 - K1.11 method statements
 - K1.12 risk assessments
 - K1.13 manufacturers' information
- K2** the characteristics, uses and limitations of temporary works including but not limited to:
- K2.1 pedestrian and vehicular access
 - K2.2 earthworks: trenches, excavations, temporary slopes and stockpiles
 - K2.3 structures: formwork, falsework, propping, façade retention, needling, shoring, edge protection, scaffolding, temporary bridges, site hoarding and signage, site fencing and cofferdams
 - K2.4 equipment and plant foundations: tower crane bases, supports, anchors and ties for construction hoists and mast climbing work platforms, piling platforms and groundworks to provide suitable locations for plant and lifting equipment erection
 - K2.5 dewatering
 - K2.6 non-permanent vehicle restraint systems
 - K2.7 traffic management

- K3 how to identify the correct sequence of work for installation, maintenance and removal of temporary works
- K4 how to implement the organisational requirements, to report inappropriate; design briefs, design check certification, drawings, specifications, schedules, method statements, risk assessments, electronic data, written and verbal instructions, permits, manufacturers' information, official guidance associated with installation, maintenance, monitoring and removal of temporary works
- K5 the organisational requirements to solve problems with the information
- K6 why it is important to follow the organisational requirements

Performance Criteria 2

Observe legislation and guidelines

- K7 how to comply with relevant, current legislation and official guidance and how it is applied to install and maintain safe, healthy and environmentally responsible work practices including:
 - K7.1 communicate and coordinate with the responsible person
 - K7.2 methods of work
 - K7.3 safe use of health and safety control equipment
 - K7.4 safe use of access equipment
 - K7.5 safe use, storage and handling of materials, tools and equipment
 - K7.6 specific risks to health
- K8 why communication and coordination with the responsible person as denoted by industry standards is required
- K9 the organisational requirements for the security of temporary works
- K10 why it is important to follow the correct sequence of work when installing and removing temporary works installations

Performance Criteria 3**Identify, assess, maintain and record the acquisition of resources**

K11 how to identify, assess and record the acquisition of the following resources:

- K11.1 people
- K11.2 plant, equipment or machinery
- K11.3 materials and components
- K11.4 sub-contractors
- K11.5 information
- K11.6 work and facilities
- K11.7 waste management
- K11.8 utilities (power, water, lighting)

K12 how to assess the quality of the resources

K13 how to maintain the resources for work activities

K14 how any problems and defects associated with the resources are reported

K15 hazards associated with the temporary works materials, supports, components, fittings and fixings, hand tools, portable power tools and equipment and methods of installation

K16 project and organisational requirements to obtain a permit to load from the relevant responsible person as denoted by industry standards

Performance Criteria 4**Confirm that all materials, equipment and tooling is correct**

K17 how to implement organisational procedures, to report inappropriate; materials, machinery and equipment associated with the installation, maintenance, monitoring and removal of temporary works

K18 why reporting inappropriate materials, machinery and equipment associated with installation, maintenance, monitoring and removal of temporary works is required

Performance Criteria 5**Maintain and monitor work progress reports**

- K19 how to keep and maintain accurate records of work progress by managing checks of the temporary works
- K20 why accurate records, to maintain and monitor work progress are needed
- K21 how to communicate and suggest corrective actions and changes to the programme

Performance Criteria 6**Installation of Temporary Works**

- K22 how the installation of the works in accordance with the programme and schedule is to be carried out to meet the needs of the organisation and other stakeholders
- K23 the hazards associated with temporary works materials, supports, components, fittings, fixings and tooling in relation to the installation of temporary works
- K24 why deadlines should be kept in the installation and removal of temporary works structures

Performance Criteria 7**Handover the works**

- K25 why handover of temporary works to the responsible person, as denoted by organisational procedures, is required
- K26 how to identify and confirm the responsible person for temporary works
- K27 how to obtain certificates of sign-off works from the responsible person

Performance Criteria 8

Removal of temporary works

- K28 how the removal of the works in accordance with the programme and schedule is to be carried out to meet the needs of the organisation and other stakeholders

- K29 the hazards associated with temporary works materials, supports, components, fittings, fixings and tooling in relation to the removal of temporary works

- K30 the project and organisational procedures to obtain permission from the responsible person to remove the temporary works

- K31 how to comply with organisational procedures to manage the removal of temporary works

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