

## Overview

This standard is about setting out to form masonry structures for brickwork, blockwork and local materials, interpreting information, adopting safe, healthy and environmentally responsible work practices, and selecting, preparing and using materials, components, tools and equipment

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

## Performance criteria

- You must be able to:*
- P1 interpret the given information relating to the work and resources to confirm its relevance
  - P2 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices
  - P3 select the required quantity and quality of resources for the methods of work
  - P4 comply with organisational procedures to minimise the risk of damage to the work and surrounding area
  - P5 comply with the given contract information to carry out the work efficiently to the required specification
  - P6 complete the work within the allocated time, in accordance with the programme of work

## Knowledge and understanding

*You need to know and understand:* **Performance Criteria 1**

### **Interpretation of information**

K1 the organisational procedures developed to report and rectify inappropriate **information** and unsuitable **resources**, and how they are implemented

K2 the types of **information**, their source and how they are interpreted

K3 the organisational procedures to solve **problems** with the **information** and why it is important they are followed

### **Performance Criteria 2**

#### **Safe work practices**

K4 the level of understanding operatives must have of **information** for relevant, current **legislation and official guidance** and how it is applied

K5 how **emergencies** should be responded to and who should respond

K6 the organisational **security procedures** for tools, equipment and personal belongings

K7 what the accident reporting procedures are and who is responsible for making the report

K8 why, when and how **health and safety control equipment** should be used

K9 how to comply with environmentally responsible work practices to meet current **legislation and official guidance**

### Performance Criteria 3

#### Selection of resources

K10 the characteristics, quality, uses, sustainability, limitations and defects associated with the **resources** and how defects should be rectified

K11 how the **resources** should be used and how any **problems** associated with the **resources** are reported

K12 the organisational procedures to select **resources**, why they have been developed and how they are used

K13 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

### Performance Criteria 4

#### Minimise the risk of damage

K14 how to **protect work** from damage and the purpose of protection

K15 why **disposal of waste** should be carried out safely and how it is achieved

### Performance Criteria 5

#### Meet the contract specification

K16 how **methods of work**, to meet the specification, are carried out and problems reported

K17 how **maintenance** of tools and equipment is carried out

### Performance Criteria 6

#### Allocated time

K18 what the **programme** is for the work to be carried out in the estimated, allocated time and why deadlines should be kept

**Scope/range**

**Performance Criteria 1**

1 interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out

**Performance Criteria 2**

2 avoidance of risk by complying with the given information relating to at least four of the following

2.1 methods of work

2.2 safe use of health and safety control equipment

2.3 safe use of access equipment

2.4 safe use, storage and handling of materials, tools and equipment

2.5 specific risks to health

**Performance Criteria 3**

3 selection of resources associated with own work

3.1 materials, components and fixings

3.2 tools and equipment

**Performance Criteria 4**

4 protection of the work and its surrounding area from damage

5 maintain a clear and tidy work space

6 disposal of waste in accordance with current legislation

### **Performance Criteria 5**

7 demonstration of work skills to measure, mark out, level, plumb, position transfer, transpose, fix and secure

8 use and maintain hand and power tools, and setting out equipment

9 determine dimensions and positions using line, level, depth, area, height and angle to given working instructions to establish at least four of the following lines

9.1 straight (180 degrees)

9.2 right angles (90 degrees)

9.3 obtuse angles (between 90 and 180 degrees including batters)

9.4 acute angles (between 0 and 90 degrees)

9.5 curves on plan

9.6 curves in elevation

9.7 openings

### **Performance Criteria 6**

10 completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

**Scope/range related  
to knowledge and  
understanding**

**Disposal of waste**

1 environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

**Emergencies**

2 operative's response to situations in accordance with organisational authorisation and personal skills when involved with

2.1 fires, spillages, injuries

2.2 emergencies relating to occupational activities

**Hazards**

3 those identified by risk assessment, methods of work, manufacturers' technical information, statutory regulations and official guidance

**Health and safety control equipment**

4 identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment

4.1 collective protective measures

4.2 personal protective equipment (PPE)

4.3 respiratory protective equipment (RPE)

4.4 local exhaust ventilation (LEV)

**Information**

5 drawings, specifications, current legislation, schedules, method statements, risk assessments, manufacturers' information, oral and written instructions, sketches, electronic data, official guidance and current regulations governing buildings associated with setting out to form masonry structures

### **Legislation and official guidance**

6 this relates to the operative's responsibilities regarding potential accidents, health hazards and the environment whilst working in the workplace, below ground level, in confined spaces, at height, with tools and equipment, with materials and substances, with movement and storage of materials by manual handling and mechanical lifting

### **Maintenance**

7 operative care of hand and power tools, and setting out equipment

### **Methods of work**

8 application of knowledge for safe and healthy work practices, procedures and skills relating to the method and area of work and materials used to

8.1 measure and set out to form masonry structures on level and sloping ground

8.2 identify and mark datum points

8.3 make trammels, templates and profiles

8.4 mark straight lines, right angles, obtuse angles, acute angles, curves on plan, curves in elevation and openings

8.5 set out using trammels, templates and profiles

8.6 plumb from ranging lines

8.7 transfer lines and levels (spirit level, straight-edge and laser level)

8.8 determine convex and concave curves using pegs and line

8.9 recognise and determine when specialist skills and knowledge are required and report accordingly

8.10 identify and follow the installation quality requirements

8.11 work with, around and in close proximity to plant and machinery

8.12 use hand and power tools, and setting out equipment

8.13 work at height

8.14 use access equipment

9 team work and communication

10 needs of other occupations associated with setting out to form masonry structures



### **Problems**

11 those arising from information, resources and methods of work

11.1 own authority to rectify

11.2 organisational reporting procedures

### **Programme**

12 types of productivity targets and time scales

13 how times are estimated

14 organisational procedures for reporting circumstances which will affect the work programme

### **Protect work**

15 protect work against damage from general workplace activities, other occupations and adverse weather conditions

### **Resources**

16 materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist

16.1 levels, lines, trammels, templates, profiles, tape measures, pegs, squares and fixings

16.2 hand and power tools, and setting out equipment

17 confirm resources and materials conform with the specification

18 methods of calculating distances, quantity, length, levels and diagonals, area and wastage of materials associated with the method and procedure to set out to form masonry structures

### **Security procedures**

19 site, workplace, company, operative and vehicles

## Set out to form masonry structures

<b>Developed by</b>	Construction Skills
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<b>Version Number</b>	3
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<b>Date Approved</b>	February 2019
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<b>Validity</b>	Current
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<b>Status</b>	Original
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<b>Originating Organisation</b>	ConstructionsSkills
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<b>Original URN</b>	VR41
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<b>Relevant Occupations</b>	Bricklayers and Mason
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<b>Suite</b>	Trowel Occupations (Construction)
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<b>Keywords</b>	Brickwork; Blockwork; Curves on plan; Curves in elevation; Datum points; Trammels
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