

## Supervise the installation and repair of fencing

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### Overview

This standard describes how to supervise the installation and repair of fencing.

This standard covers:

- confirming fence specifications
- checking that installations or repairs meet specifications
- monitoring the quality of fencing installation and repairs.

This standard is suitable for fencing installation supervisors. It can be applied to support any fence installation or repair operation.

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### Performance criteria

*You must be able to:*

1. complete a site-specific risk assessment to identify hazards
2. confirm that environmental and health and safety policies and procedures and risk assessment requirements are put into practice across your area of responsibility
3. confirm that suitable clothing and personal protective equipment (PPE) is available and worn on site
4. obtain fencing specifications and communicate installation or repair requirements to colleagues
5. organise the resources required to carry out the installation or repair of fencing
6. maintain communication with those carrying out the work
7. confirm that tools, equipment and materials are prepared, used, maintained and stored safely, and kept in a serviceable condition
8. check that signs and barriers are set up, where required, to protect people and create a safe working environment
9. supervise the installation or repair processes and check that all work is carried out in accordance with the **instructions and specifications** provided
10. carry out inspections to verify the quality of the work, in accordance with company procedures
11. confirm that the quality and consistency of materials conform to the **instructions and specifications**
12. identify any work that fails to meet specification requirements and implement corrective action, in accordance with company procedures
13. confirm that waste and excess materials are disposed of safely to minimise environmental risk, in accordance with the relevant legal requirements
14. check that work is carried out in a manner that causes minimal impact to the surrounding area, other users of the site and anyone else who may be affected
15. complete records in accordance with company and the relevant legal requirements
16. complete and hand over the required documentation at the end of the work
17. maintain good client liaison throughout the installation or repair work

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### Knowledge and understanding

*You need to know and understand:*

1. how to carry out a risk assessment and why this is important
2. how to communicate environmental and health and safety policies and procedures and risk assessment requirements to those carrying out the work, and confirm they understand their responsibilities
3. the type of clothing and personal protective equipment (PPE) that should be worn on site
4. the legal and site requirements for the use of signs, protective barriers and traffic management systems
5. where to obtain the **instructions and specifications** for the job and how these should be communicated to those carrying out the work
6. the resources and equipment required for the type of fence installation or repair
7. the different fencing materials and their applications
8. how to prepare the ground or surface for the installation of fencing
9. how and why ground levels are modified in site preparation
10. how to position, align, level and fix posts
11. how to modify post fixing to take account of ground types and contours
12. how to interpret the specifications relating to the assembly, positioning and fixing of the fencing components
13. when fencing components need to be modified and how this is done
14. how to tension fencing and avoid distortion
15. how to carry out repairs to existing fencing
16. how to supervise the installation and repair of fencing
17. the sources of information that relate to the quality requirements for fencing
18. the role of quality standards in the fencing industry
19. how to inspect, verify and report on quality and the importance of confirming that quality controls are met
20. the reasons why the work may not meet quality requirements
21. the importance of monitoring work that does not meet the given quality specification and implementing corrective actions
22. the importance of evaluating the corrective actions

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23. the quality management systems, including the requirement for staff training
24. the relevant legal requirements controlling the disposal of waste and excess materials
25. how to minimise the impact of your work on the surrounding area, other users of the site and anyone else who may be affected
26. the records that need to be kept and the importance of completing them
27. the documentation that should be completed at the end of the work and who it should be passed to
28. the importance of maintaining good client liaison

## Glossary

**Instructions and specifications** could include:

- plans/drawings
- schedules
- method statements
- Standard Operating Procedures (SOPs)
- manufacturer's guidelines
- customer requirements
- quality standards e.g. BSI, CE
- verbal instructions

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**Relevant Occupations** Fencing

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**Suite** Fencing

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