

Overview

This Standard is about planning operations on network assets so that completed work will meet the organisation's quality assurance and operating specifications. It can be used for initial planning or to adjust existing plans as work progresses. It could apply to network construction operations for a single utility or in a multi-utility environment.

This involves identifying health, safety, environmental, necessary permits and any other specific requirements, planning the timings and sequence of activities and documenting and communicating plans.

This Standard is for network construction managers or supervisors working in a single or multi utility environment.

Performance criteria

You must be able to:

1. identify all relevant factors to be included in plans
2. liaise with external agencies as necessary to obtain information relevant to the delivery of plans
3. determine all necessary permits and procedures that must be followed throughout operations
4. carry out planning activity in line with company policy and work procedures
5. establish any specific requirements that may impact on sites or operations being planned
6. confirm with external agencies if any specific terms and conditions apply to site, operations or schedules being planned
7. liaise with others to determine realistic timescales for operations required
8. record sequence of activities in line with regulatory and organisational procedures
9. establish contingency options to cater for unexpected changes to planned schedules
10. make provision for safe working and environmental practices in accordance with health and safety regulations and environmental legislation throughout the duration of the work
11. produce comprehensive plans including resource requirements, timescales and milestones as required
12. report completion of plans and any variations to original plans to appropriate people
13. distribute plans in accordance with employer's policy and procedures
14. explain documented plans to all required people
15. make sure all records are updated in accordance with employer's procedures
16. identify and respond to problems within the limits of own job role responsibility
17. report problems outside job role responsibility to appropriate people

Knowledge and understanding

You need to know and understand:

1. the main responsibilities of the employer and employee under health and safety legislation and how to comply with them, including when and how to carry out risk assessments
2. the main responsibilities of the employer and employee under environmental legislation
3. the company reporting lines, roles, responsibilities and levels of authority
4. the identification and application of safe procedures for handling hazardous and non-hazardous materials
5. the range and use of personal protective equipment for the work activity and procedures for checking it is fit for purpose
6. statutory, organisational and emergency reporting procedures
7. the company procedures and processes for reporting problems
8. how to interpret and apply relevant policies, procedures and information sources
9. the processes and procedures that need to be followed and complied with and approvals that need to be gained when planning operations
10. the potential impact of planning multiple site operations
11. how to maintain safe working and environmental practices throughout the duration of the work
12. how to minimise risks to self and others when undertaking work activities
13. company work instructions, information and reporting systems and documentation
14. Safe Control of Operations procedures (Safe Systems of Work)
15. how to respond to the different types and categories of emergency situations that might occur
16. requirements and procedures for the safe disposal of waste and unused materials
17. the sequence of processes and techniques that need to be followed and applied when moving materials and resources to and from site

Plan utility network construction operations

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