

Overview

This national occupational standard is about managing commissioning and decommissioning processes on utilities assets.

It involves clarifying stakeholder requirements, specifying methods, procedures and plans, obtaining resources, monitoring progress and assessing results.

This Standard is for supervisors, first line managers or the competent person on site who are responsible for managing commissioning or decommissioning processes on utilities network assets.

Performance criteria

You must be able to:

1. clarify and confirm commissioning or de-commissioning requirements with stakeholders in line with organisational procedures
2. specify methods and procedures for commissioning or de-commissioning activities that meet organisational requirements and comply with safety and other relevant specifications, regulations and guidelines
3. plan commissioning or de-commissioning activities that minimise disruption to others
4. involve colleagues, management, and other experts when required throughout commissioning or de commissioning processes
5. determine and obtain the resources required to undertake commissioning or de-commissioning activities in line with organisational procedures
6. agree and gain authorisation and permits for implementation plans for commissioning or de-commissioning in line with organisational procedures before work begins
7. develop contingency plans which will deal with all likely problems, issues and factors in line with organisational procedures
8. make sure operatives have sufficient information about required commissioning or de-commissioning requirements and activities before they start working on them in compliance with permit conditions
9. monitor the progress and quality of activities against plans on a regular basis throughout commissioning or de-commissioning activities
10. resolve any problems or deviation requests referred to you by operatives about commissioning or de-commissioning activities in line with organisational procedures
11. update stakeholders on progress with commissioning or de-commissioning activities at regular intervals and in line with organisational procedures
12. assess the results of commissioning or de-commissioning activities to ensure they comply with organisational requirements, specifications, standards, regulations and guidelines
13. make sure the results of commissioning or de-commissioning activities are recorded and kept in organisational systems

Knowledge and understanding

You need to know and understand:

1. relevant health and safety regulations, procedures and guidelines relating to yourself and others including duty of care, hazardous substances, personal protective equipment (PPE), use of equipment and machinery, confined spaces, excavations, lifting machinery, manual handling, pressure system safety and other relevant industry specific regulations
2. network engineering legislation, regulatory frameworks, codes of practice, associated permits, principles and processes relevant to the network being worked on
3. relevant environmental legislation and environmentally responsible work practices and organisational procedures and their importance, including waste disposal standards
4. organisational procedures, systems and standards of service
5. resource management techniques for materials, plant, equipment and people and how to determine their necessity, availability, suitability and costs including the qualification and competency of people
6. project planning, delivery and management techniques
7. types of commissioning and de-commissioning methods, procedures, specifications and outputs suitable for different engineering products, processes and configurations
8. how to develop and specify commissioning and de-commissioning plans including the requirements for format and the level of detail required
9. the range of conditions and factors that could occur, and their effect on commissioning and de-commissioning activities
10. the types of problem and deviation requests that could occur, and the procedures and processes required to resolve them
11. the structure, content and availability of contingency plans to deal with problems, conditions and factors
12. monitoring and evaluation methods and techniques and how to select and use them to assess the progress and results of commissioning and decommissioning activities
13. lines of reporting and authority and who needs to be updated about plans, progress and results
14. communication skills and techniques

15. the role and purpose of data audit trails for quality assurance and regulatory requirements

16. organisational documentation and information storage systems and procedures and how to comply with data protection requirements

Manage commissioning and decommissioning processes

Developed by	Energy & Utility Skills
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Relevant Occupations	Engineering, Utility Managers
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