

## Overview

This standard is for people who maintain IAQ monitoring and measurement equipment.

The person carrying out this work must be able to carry out maintenance activities in accordance with procedures and the current versions of the appropriate industry standards and regulations, the specification; industry recognised working practices, the working environment and the natural environment.

They must understand and apply the correct methods and procedures for the maintenance of IAQ monitoring and measurement equipment, including:

- routine and non-routine maintenance
- the identification and use of the correct instruments
- how to identify, locate and diagnose faults
- how to rectify the faults that are identified, located and diagnosed
- the completion of the relevant documentation

## Performance criteria

### *You must be able to:*

1. obtain clear and detailed information about the IAQ monitoring and measurement equipment to be maintained from relevant:
  - 1.1 sources of information
  - 1.2 documentation
2. confirm a programme of work with the relevant people in accordance with organisational procedures
3. advise the relevant people clearly and accurately about the potential disruption and consequences of carrying out the maintenance activity
4. determine and obtain the resources required, as relevant, to undertake the maintenance activity
5. select the instruments to be used
6. confirm that the instruments are fit for purpose and have a current calibration certificate
7. complete safe isolation as and when required to ensure the safe maintenance of IAQ monitoring and measurement equipment and the associated equipment, accessories and components
8. comply with industry practices and organisational procedures to ensure the co-ordination of site services and the activities of other trades affected by the maintenance activity
9. carry out maintenance activity
10. identify and locate faults in IAQ monitoring and measurement equipment in accordance with industry recognised methods and practices
11. repair, remove, replace and/or maintain IAQ monitoring and measurement equipment in accordance with industry recognised methods and practices
12. ensure, if the maintenance activity cannot be completed immediately, the safety of the relevant:
  - 12.1 IAQ monitoring and measurement equipment
  - 12.2 electrical cables, conductors and/or wiring systems
  - 12.3 equipment, accessories and components
13. complete the specified maintenance activity in accordance with industry recognised methods and practices
14. inspect and test, as appropriate and in accordance with industry recognised methods and practices the repaired, replaced and/or maintained:
  - 14.1 IAQ monitoring and measurement equipment
  - 14.2 electrical cables, conductors and/or wiring system

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- 14.3 equipment, accessories and components
- 15. provide clear and accurate information to relevant people about the maintenance of IAQ monitoring and measurement equipment in terms of:
  - 15.1 hand over to the customer/client
  - 15.2 any variations to the original system and/or its equipment
  - 15.3 customer/client acceptance of the completed work in accordance with organisational procedures
- 16. comply with organisational procedures for:
  - 16.1 completion of the relevant documentation
  - 16.2 the recording of relevant data and information
  - 16.3 informing relevant people
  - 16.4 addressing issues and problems identified

## Knowledge and understanding

### *You need to know and understand:*

1. the scope and limitations of your own competence, responsibilities and accountability as it applies to your job role
2. the appropriate industry standards, regulations and standards relevant to IAQ monitoring and measurement equipment
3. the range of physical, biological and chemical properties relevant to Indoor Air Quality
4. the health implications associated with the physical, biological and chemical properties relevant to Indoor Air Quality
5. the applications, advantages and limitations of different IAQ monitoring and measurement equipment
6. the applications, advantages and limitations of appliances, components and accessories in relation to the working environment
7. how to verify that job information and documentation is current and relevant and that the plant, instruments, access equipment and tools are fit for purpose
8. how to produce a risk assessment and method statement for the work to be carried out, including the identification and use of personal protective equipment, in accordance with:
  - 8.1 the IAQ system requirement
  - 8.2 the conditions of the working environment
  - 8.3 organisational procedures
9. how to obtain clear and detailed information about the IAQ monitoring and measurement equipment to be maintained from relevant:
  - 9.1 sources of information
  - 9.2 documentation
10. the organisational procedures and industry practices when carrying out the maintenance activity for:
  - 10.1 advising the relevant people about the potential disruption and consequences
  - 10.2 confirming a programme of work with the relevant people
  - 10.3 ensuring the coordination of site services and the activities of other trades affected
11. how to determine and obtain the resources required to undertake the maintenance activity
12. how to select the instruments to be used
13. how to confirm that the instruments are fit for purpose and have a current calibration certificate

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14. the correct procedures for safe isolation
15. the techniques for the maintenance of IAQ monitoring and measurement equipment including how to identify, locate, diagnose and rectify faults
16. how to repair, remove, replace and maintain, in accordance with industry practices:
  - 16.1 IAQ monitoring and measurement equipment
  - 16.2 electrical cables, conductors and/or wiring system
  - 16.3 equipment, accessories and components
17. how to ensure, if the maintenance activity cannot be completed immediately, the safety of the relevant:
  - 17.1 IAQ monitoring and measurement equipment
  - 17.2 electrical cables, conductors and/or wiring system
  - 17.3 equipment, accessories and components
18. the methods and processes to inspect and test, as appropriate and in accordance with industry practices the repaired, replaced and/or maintained:
  - 18.1 IAQ monitoring and measurement equipment
  - 18.2 electrical cables, conductors and/or wiring system
  - 18.3 equipment, accessories and components
19. the organisational procedures for:
  - 19.1 completion of the relevant documentation
  - 19.2 the recording of relevant data and information
  - 19.3 informing relevant people
  - 19.4 addressing issues and problems identified

## Scope/range

### Site

- residential
- commercial

### IAQ monitoring and measurement equipment:

- Loggers
- Meters
- Monitors
- Passive samplers
- Sensors

### Physical, biological and chemical variables in IAQ:

- Contaminants including:
  - Allergens/moulds
  - Carbon Monoxide
  - Formaldehyde
  - Ozone
  - Radon
  - Inorganic gasses
  - Volatile Organic Compounds
- Humidity
- Particulates including:
  - micromet (resuspended dust)
  - nanoparticles/ultrafine particles emitted from combustion sources
- Temperature

### IAQ systems

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- Monitoring and metering systems
- HVAC

### **Site**

- new build construction – building or structure
- existing building or structure

### **Site services and system supply**

- electricity
- ventilation

### **Organisational procedures**

- information management
- project management
- risk assessment and management
- implementing and monitoring health and safety requirements and issues
- implementing and monitoring issues relating to the natural environment
- customer service
- accident reporting
- emergencies
- communication with clients, customers and stakeholders

### **Plant**

- transformers for low voltage hand-tools
- access equipment

### **Relevant people**

- customers/clients
- client representatives
- supervisors

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- site/contract manager
- other contractors/trades
- members of the public
- work colleagues

BSEIAQ03

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### **Links to other NOS**

See also BSEIAQ01, BSEIAQ02 and BSEIAQ04

BSEIAQ03



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