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## Overview

This standard is about managing the installation, commissioning and handover of retrofit work in accordance with organisational requirements which are equal to or exceed current statutory and legislative requirements.

This standard is for people working in the occupational area of construction site management which is defined as the management of multiple construction trades and disciplines and can be used by operatives, supervisors and managers

## Performance criteria

### *You must be able to:*

- P1 observe and apply organisational requirements appropriate for the protection of the workforce, sub-contractors, suppliers, consultants, occupants, visitors, the general public, and the environment by the application of information relating to:
- 1.1 methods of work
  - 1.2 risk assessments
  - 1.3 safe use and storage of tools
  - 1.4 safe use and storage of materials and components
  - 1.5 traffic management
  - 1.6 emergency plans
  - 1.7 fire safety
  - 1.8 acoustic and sound insulation
  - 1.9 thermal insulation
  - 1.10 workforce competency
  - 1.11 site constraints
- P2 manage the implementation of the retrofit plan ensuring effective and efficient working practices compliant with design and quality standards, for a given occupational area
- P3 review and record on works progress against the project programme, resources and planned sequencing of works, and recommend and take corrective action when required
- P4 recognise and report defects in installation, with specific reference to six of the following:
- 4.1 gaps in installation
  - 4.2 missing and inappropriate fixings
  - 4.3 detailing at corners, edges, junctions and openings
  - 4.4 interaction with building services
  - 4.5 combustion appliances, flues and ventilation
  - 4.6 fire safety
  - 4.7 acoustic and sound insulation
  - 4.8 thermal bypass and thermal bridges

- 4.9 loading
  
- P5 record and report that ventilation is not compromised and complies with all relevant standards for the following:
  - 5.1 gas and other combustion appliances
  - 5.2 flues
  - 5.3 general ventilation
  
- P6 check and record that the retrofit works conform to quality, standards and compliance with the retrofit design and manufacturers' instructions, throughout the installation process, for at least fourteen of the following:
  - 6.1 alterations to the structure
  - 6.2 loadings
  - 6.3 fixings
  - 6.4 corners, junctions and edges of building elements
  - 6.5 interfaces between the building fabric, services and the occupants
  - 6.6 windows and doors including reveals, sills and soffits
  - 6.7 thermal bypass
  - 6.8 thermal bridges
  - 6.9 air tightness
  - 6.10 vapour barriers
  - 6.11 moisture movement
  - 6.12 moisture ingress
  - 6.13 condensation risks
  - 6.14 rainwater goods
  - 6.15 mechanical, electrical and plumbing (MEP)
  - 6.16 fire safety
  - 6.17 acoustic and sound insulation
  
- P7 recommend, record and implement corrective actions when required for at least fourteen of the following:
  - 7.1 alterations to the structure
  - 7.2 loadings
  - 7.3 fixings
  - 7.4 corners, junctions and edges of building elements

- 7.5 interfaces between the building fabric, services and the occupants
  - 7.6 windows and doors including reveals, sills and soffits
  - 7.7 thermal bypass
  - 7.8 thermal bridges
  - 7.9 air tightness
  - 7.10 vapour barriers
  - 7.11 moisture movement
  - 7.12 moisture ingress
  - 7.13 condensation risks
  - 7.14 rainwater goods
  - 7.15 mechanical, electrical and plumbing (MEP)
  - 7.16 combustion appliances, flues and ventilation
  - 7.17 fire safety
  - 7.18 acoustic and sound insulation
- P8 manage the scheduling and coordination of the inspection, testing, and commissioning and record the outcomes for retrofit works
- P9 recommend, record and implement any required corrective actions for retrofit works following commissioning including but not limited to two of the following:
- 9.1 ventilation
  - 9.2 combustion appliances
  - 9.3 heat recovery devices
  - 9.4 heating systems
  - 9.5 hot water systems
  - 9.6 lighting fittings
  - 9.7 systems and controls
  - 9.8 insulation
  - 9.9 draught proofing
  - 9.10 windows and doors
  - 9.11 solar blinds, shutter and shading devices
  - 9.12 renewable energy installations
  - 9.13 fire safety

9.14 acoustic and sound insulation

- P10 manage the project handover on completion of the installation of retrofit works

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Manage installation, commissioning and handover of retrofit works



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## Knowledge and understanding

*You need to know and understand:*