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## Overview

This standard describes how to supervise the establishment and maintenance of lines and levels. This standard covers: • • • • understanding and interpreting fencing specifications organising the setting out of fencing specifications maintaining the establishment of lines and levels setting out lines and levels. This standard is suitable for fencing installation supervisors. It can be applied to support any fence installation 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 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 requirements to those carrying out the work
  5. organise the required resources to support the establishment and maintenance of lines and levels
  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. confirm that signs and barriers are set up, where required, to protect people and create a safe working environment
  9. check and confirm the location of services and obstructions where present
  10. confirm reference points are established to support planned installation
  11. confirm that lines and levels are established accurately, working

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from reference points

12. supervise the establishment and maintenance of lines and levels,

and check that all work is carried out in accordance with the instructions and specifications provided

13. monitor the work undertaken and take action where problems or

faults arise

14. confirm that the 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

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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, health and safety policies and procedures and risk assessment requirements to those carrying out the work, as well as confirming that they understand their responsibilities
3. the type of clothing and personal protective equipment (PPE) that should be worn on site
4. the relevant legal and site requirements for the use of signs, protective barriers and traffic management systems
5. where to obtain the instructions and specifications required and how these should be communicated to those carrying out the work
6. the resource requirements associated with setting out lines and levels
7. the potential obstructions associated with fence installation both man-made and naturally occurring
8. how to establish reference points and protect them from movement
9. how to confirm the accuracy of measuring equipment and detection devices
10. the methods used to transfer levels

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11. the implications of variations between specified and actual site dimensions
  12. why it is important to protect reference point lines and levels
  13. how to establish a change in direction, including angles and curves
  14. the importance of maintaining boundary lines
  15. how to supervise the establishment and maintenance of lines and levels
  16. the action to take where problems or defects arise
  17. how to minimise the impact of your work on the surrounding area, other users of the site and anyone else who may be affected

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## Glossary

Instructions and specifications could include:

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plans/drawings

schedules

method statements

Standard Operating Procedures (SOPs)

manufacturer's guidelines

customer requirements

quality standards e.g. BSI, CE

verbal instructions

LANFe14

Supervise the establishment and maintenance of lines and levels



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