



Summary of the:

GQA Level 3 NVQ Diploma in Construction Site Supervision (QCF)

600/6516/3

Who is this qualification for?

This qualification is aimed at those who have responsibility for organising and supervising work on Construction sites including the planning and controlling of work methods, allocation of equipment, personnel and materials, and ensuring work is completed to the required standard and ensuring communication is clear and effective. This qualification is at Level 3, although some units may be at different levels. Level 3 qualifications are primarily aimed at those who are fully trained and experienced in a wide range of roles and requires the individual to be actively involved in decision making and have a good understanding of problems that can occur on Construction sites and be able to deal with them. Candidates will also be required to prove knowledge of legislation, leading teams and maintaining and improving the standards of work.

Because of the wide range of tasks that take place on Construction sites it is not expected that those who have supervisory responsibilities will all do the same activities; the qualification is structured to ensure that there is a high degree of flexibility within the units available, there are 6 pathways to cover a range of Construction activities that come under the following broad headings; Building & Civil Engineering, Highways and Maintenance Repair, Residential Development, Conservation, Demolition and Tunnelling.

What is required from candidates?

QCF qualifications are made up of a number of units that have a credit value or credits. These credits must be achieved in the correct combination from mandatory and optional units: this qualification has a group of 6 mandatory units, which have a total of 61 credits and 6 pathways each with groups of units relevant to the pathway selected..

Candidates must achieve all 6 mandatory units, plus the required credits from the occupational pathway relevant to their job roles.

The units are made up of the things those working in these job roles need to know and the tasks they need to be able to do to carry out the work safely and correctly. These are called Learning Outcomes, and all must be met to achieve the unit.

Mandatory Units – Group A (All units must be taken)

Unit Ref	Title	Level	Credit
H/600/7486	Maintaining Systems for Health, Safety, Welfare and Environmental Protection in the Workplace	3	8
T/600/7489	Assessing and Recommending Work Methods for Carrying Out Site Operations in the Workplace	3	11
M/600/7491	Planning Activities and Resources to Meet Work Requirements in the Workplace	3	12
F/600/7494	Coordinating and Organising the Control of Work in the Workplace	3	12
L/600/7496	Controlling Work Progress Against Agreed Programmes in the Workplace	3	9
Y/600/7498	Allocating and Monitoring the Use of Plant, Equipment or Machinery in the Workplace	3	9

Pathway 1 (Building and Civil Engineering)

Mandatory Units – Group B1 (All units must be taken)

Unit Ref	Title	Level	Credit
M/503/2915	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
D/600/7518	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
Y/600/7520	Implementing Communication Systems for Construction Projects in the Workplace	3	7
D/600/7521	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
F/600/7527	Controlling Work Against Agreed Standards in the Workplace	3	9
J/600/7531	Contributing to the Control of Work Quantities and Costs in the Workplace	3	9
H/600/7536	Co-ordinating Preparation Work for Site or Lifting Operations in the Workplace	3	8
D/600/7552	Allocating Work and Checking People's Performance in the Workplace	5	9

Pathway 2 (Highway and Maintenance Repair)

Mandatory Units – Group C1 (All units must be taken)

Unit Ref	Title	Level	Credit
D/600/7518	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
F/600/7527	Controlling Work Against Agreed Standards in the Workplace	3	9
M/600/7538	Managing Personal Professional Development in the Workplace	3	7
H/600/7553	Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace	3	7
M/600/7555	Planning Highways Maintenance or Repair Activities in the Workplace	6	12
T/600/7556	Supervising Highways Maintenance or Repair Activities in the Workplace	3	12

Optional Units – Group C2 (a minimum of 15 credits must be achieved)

Unit Ref	Title	Level	Credit
M/503/2915	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
Y/600/7520	Implementing Communication Systems for Construction Projects in the Workplace	3	7
D/600/7521	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
J/600/7531	Contributing to the Control of Work Quantities and Costs in the Workplace	3	9
D/600/7552	Allocating Work and Checking People's Performance in the Workplace	5	9
K/600/7554	Contributing to the Identification of Work Teams in the Workplace	5	8
F/600/7558	Providing and Monitoring Construction-related Customer Service in the Workplace	5	8

Pathway 3 (Residential Development)

Mandatory Units – Group D1 (All units must be taken)

Unit Ref	Title	Level	Credit
D/600/7518	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
Y/600/7520	Implementing Communication Systems for Construction Projects in the Workplace	3	7
D/600/7521	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
F/600/7527	Controlling Work Against Agreed Standards in the Workplace	3	9
A/600/7557	Handing Over Property to Recipients following Construction or Maintenance Related Activities in the Workplace	3	8
F/600/7558	Providing and Monitoring Construction-related Customer Service in the Workplace	5	8

Optional Units – Group D2 (a minimum of 14 credits must be achieved)

Unit Ref	Title	Level	Credit
M/503/2915	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
H/600/7536	Co-ordinating Preparation Work for Site or Lifting Operations in the Workplace	3	8
M/600/7538	Managing Personal Professional Development in the Workplace	3	7
D/600/7552	Allocating Work and Checking People's Performance in the Workplace	5	9
H/600/7553	Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace	3	7
K/600/7554	Contributing to the Identification of Work Teams in the Workplace	5	8

Pathway 4 (Conservation)

Mandatory Units – Group E1 (All units must be taken)

Unit Ref	Title	Level	Credit
D/600/7518	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
Y/600/7520	Implementing Communication Systems for Construction Projects in the Workplace	3	7
D/600/7521	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
F/600/7527	Controlling Work Against Agreed Standards in the Workplace	3	9
J/600/7559	Planning Historical Conservation/Restoration Activities in the Workplace	6	12
A/600/7560	Supervising Historical Conservation/Restoration Activities in the Workplace	3	12

Optional Units – Group E2 (a minimum of 14 credits must be achieved)

Unit Ref	Title	Level	Credit
M/503/2915	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
J/600/7531	Contributing to the Control of Work Quantities and Costs in the Workplace	3	9
H/600/7536	Co-ordinating Preparation Work for Site or Lifting Operations in the Workplace	3	8
M/600/7538	Managing Personal Professional Development in the Workplace	3	7
D/600/7552	Allocating Work and Checking People's Performance in the Workplace	5	9
H/600/7553	Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace	3	7
K/600/7554	Contributing to the Identification of Work Teams in the Workplace	5	8

A/600/7557	Handing Over Property to Recipients following Construction or Maintenance Related Activities in the Workplace	3	8
F/600/7558	Providing and Monitoring Construction-related Customer Service in the Workplace	5	8
F/600/7561	Planning Demolition Activities in the Workplace	6	12
L/600/7563	Supervising Demolition Activities in the Workplace	3	12

Pathway 5 (Demolition)

Mandatory Units – Group F1 (All units must be taken)

Unit Ref	Title	Level	Credit
M/503/2915	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
D/600/7552	Allocating Work and Checking People's Performance in the Workplace	5	9
F/600/7561	Planning Demolition Activities in the Workplace	6	12
L/600/7563	Supervising Demolition Activities in the Workplace	3	12

Optional Units – Group F2 (a minimum of 29 credits must be achieved)

Unit Ref	Title	Level	Credit
D/600/7518	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
Y/600/7520	Implementing Communication Systems for Construction Projects in the Workplace	3	7
D/600/7521	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
F/600/7527	Controlling Work Against Agreed Standards in the Workplace	3	9
H/600/7536	Co-ordinating Preparation Work for Site or Lifting Operations in the Workplace	3	8
M/600/7538	Managing Personal Professional Development in the Workplace	3	7
H/600/7553	Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace	3	7
K/600/7554	Contributing to the Identification of Work Teams in the Workplace	5	8
A/600/7557	Handing Over Property to Recipients following Construction or Maintenance Related Activities in the Workplace	3	8

Pathway 6 (Tunnelling)

Mandatory Units – Group G1 (All units must be taken)

Unit Ref	Title	Level	Credit
M/503/2915	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
F/600/7527	Controlling Work Against Agreed Standards in the Workplace	3	9
D/600/7518	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
D/600/7552	Allocating Work and Checking People's Performance in the Workplace	5	9
J/600/7531	Contributing to the Control of Work Quantities and Costs in the Workplace	3	9
T/503/0132	Supervising Tunnelling Activities in the Workplace	3	12

Optional Units – Group G2 (a minimum of 14 credits must be achieved)

Unit Ref	Title	Level	Credit
Y/600/7520	Implementing Communication Systems for Construction Projects in the Workplace	3	7
D/600/7521	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
H/600/7536	Co-ordinating Preparation Work for Site or Lifting Operations in the Workplace	3	8
M/600/7538	Managing Personal Professional Development in the Workplace	3	7
H/600/7553	Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace	3	7
K/600/7554	Contributing to the Identification of Work Teams in the Workplace	5	8

Achievement of the required credit indicated above will mean the qualification has been completed and GQA will provide the Certificate with the qualification title. Where a candidate has completed additional credits the Certificate will list these as "additional credits", in cases where the candidate has not completed the requirements of the full qualification and will not go on to do so, a Certificate of credit can be issued for the credits achieved.

Assessment guidance

Evidence should show that you can complete all of the learning outcomes for each unit being taken.

Types of evidence:

Evidence of performance and knowledge is required. Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated through performance or by responding to questions.

Quantity of evidence:

Evidence should show that you can meet the requirements of the units on a minimum of three occasions, in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

Potential sources of evidence:

The main source of evidence for each unit will be observation of the candidate's performance and knowledge demonstrated during the completion of the unit. This can be supplemented by the following types of physical or documentary evidence:

- Accident book/reporting systems
- Safety records
- Training records
- Audio records
- Job specifications and documentation
- Witness testimonies
- Correspondence with customers
- Notes and memo's
- Photo/video evidence
- Work diaries
- Timesheets
- Telephone Logs
- Delivery Records
- Equipment
- Prepared materials and sites
- Completed Structures

Please Note that photocopied or downloaded documents such as manufacturers' or industry guidance, H&S policies, Risk Assessments etc, are not normally acceptable evidence for GQA qualifications unless accompanied by a record of a professional discussion or Assessor statement confirming candidate knowledge of the subject. If you are in any doubt about the validity of evidence, please contact your GQA External Verifier.

GQA Qualifications, Unit 1, 12 O'Clock Court, Attercliffe Road, Sheffield, S4 7WW
Tel: 0114 272 0033 Fax: 0114 276 8466 Email: info@gqaqualifications.com
Website: www.gqaqualifications.com

September 2012

(GQA Level 3 NVQ Diploma in Construction Site Supervision (QCF) – 600/6516/3)

