



Summary of the:

GQA LEVEL 4 NVQ DIPLOMA IN CONSTRUCTION SITE SUPERVISION

601/8293/3

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 4, although some units may be at different levels. Level 4 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 3 pathways to cover a range of Construction activities that come under the following broad headings; Building & Civil Engineering, Highways and Maintenance Repair and Residential Development.

The qualification has been developed in a way to allow employees from companies of all sizes and specialisms equal opportunity to complete.

What is required from candidates?

There is a group of 6 qualification mandatory units in Group A and then there are 3 pathways; Building and Civil Engineering, Highways and Maintenance Repair and Residential Development. In addition to the qualification mandatory units the following applies; candidates on the Building and Civil Engineering pathway must complete all units in Group B1, candidates on the Highways and Maintenance Repair pathway must complete all units in Group C1 and a minimum of 15 credits from Group C2, candidates taking the Residential Development pathway must complete all units in Group D1 and a minimum of 14 credits from Group D2. The minimum credit value of the qualification is 123 credits.

Unit ref	Group A QUALIFICATION MANDATORY UNITS (61 credits)	Level	Credit
M/507/9538	Maintaining systems for health, safety, welfare and environmental protection in the workplace	4	8
C2			
T/507/9539	Assessing and Recommending Work Methods for Carrying Out Site Operations in the Workplace	4	11
C3			
K/507/9540	Planning Work Activities and Resources to Meet Work Requirements in the Workplace	4	12
C4			
M/507/9541	Coordinating and Organising the Control of Work in the Workplace	4	12
C5			
T/507/9542	Controlling Work Progress Against Agreed Programmes in the Workplace	4	9
C6			
A/507/9543	Allocating and Monitoring the Use of Plant, Equipment or Machinery in the Workplace	4	9
C7			
Group B - Building and Civil Engineering Pathway (Mandatory Units 66 credits)			
K/507/9537	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
C1			
F/507/9544	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
C8			
J/507/9545	Implementing Communication Systems for Construction Projects in the Workplace	3	7
C9			
L/507/9546	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
C10			
R/507/9547	Controlling Work Against Agreed Standards in the Workplace	4	9
C11			
Y/507/9548	Contributing to the Control of Work Quantities and Costs in the Workplace	3	9
C12			
D/507/9549	Co-ordinating Preparation Work for Site or Lifting Operations in the Workplace	3	8

C13			
Y/507/9551	Allocating Work and Checking People's Performance in the Workplace	5	9
C15			
Group C - Highways and Maintenance Repair pathway (Mandatory Units 55 credits)			
F/507/9544	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
C8			
R/507/9547	Controlling Work Against Agreed Standards in the Workplace	4	9
C11			
R/507/9550	Managing Personal Professional Development in the Workplace	3	7
C14			
D/507/9552	Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace	4	7
C16			
K/507/9554	Planning Highways Maintenance or Repair Activities in the Workplace	6	12
C18			
M/507/9555	Supervising Highways Maintenance or Repair Activities in the Workplace	3	12
C19			
Group C1 - Highways and Maintenance Repair pathway (Optional Units minimum of 15 credits)			
K/507/9537	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
C1			
J/507/9545	Implementing Communication Systems for Construction Projects in the Workplace	3	7
C9			
L/507/9546	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
C10			
Y/507/9548	Contributing to the Control of Work Quantities and Costs in the Workplace	3	9
C12			
Y/507/9551	Allocating Work and Checking People's Performance in the Workplace	5	9
C15			
H/507/9553	Contributing to the Identification of Work Teams in the Workplace	5	8
C17			
A/507/9557	Providing and Monitoring Construction-related Customer Service in the Workplace	5	8
C21			
Group D Residential Development pathway (Mandatory Units 62 credits)			
F/507/9544	Maintaining Supplies of Materials to Meet Project Requirements in the Workplace	3	8
C8			
J/507/9545	Implementing Communication Systems for Construction Projects in the Workplace	3	7
C9			
L/507/9546	Maintaining the Dimensional Accuracy of Work in the Workplace	3	8
C10			
R/507/9547	Controlling work against agreed standards in the workplace	4	9
C11			
T/507/9556	Handing Over Property to Recipients following Construction or Maintenance Related Activities in the Workplace	4	8
C20			
A/507/9557	Providing and Monitoring Construction-related Customer Service in the Workplace	5	8
C21			
Group D1 Residential Development pathway (Optional Units minimum of 14 credits)			
K/507/9537	Developing and Maintaining Good Occupational Working Relationships in the Workplace	5	8
C1			
Y/507/9548	Contributing to the control of work quantities and costs in the workplace	3	9
C12			
D/507/9549	Co-ordinating Preparation Work for Site or Lifting Operations in the Workplace	3	8
C13			
R/507/9550	Managing Personal Professional Development in the Workplace	3	7

C14			
Y/507/9551	Allocating Work and Checking People's Performance in the Workplace	5	9
C15			
D/507/9552	Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace	4	7
C16			
H/507/9553	Contributing to the Identification of Work Teams in the Workplace	5	8
C17			

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 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:

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| * Accident book/reporting systems | * Photo/video evidence |
| * Safety records | * Work diaries |
| * Training records | * Timesheets |
| * Audio records | * Telephone Logs |
| * Job specifications and documentation | * Meeting records |
| * Delivery Records | * Records of toolbox talks |
| * Witness testimonies | * Equipment |
| * Correspondence with customers | * Prepared materials and sites |
| * Notes and memos | * Completed work |

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 EQA.

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