

Description:

This unit is about:

- interpreting information
- adopting safe and healthy working practices
- selecting materials, components, consumables and equipment
- preparing, dismantling and fixing heritage metalwork

Performance Criteria	Scope of Performance
You must be able to:	Performance must be work-based. Simulation is allowed where shown in <i>bold italics</i> .
1 Interpret the given information relating to the work and resources to confirm its relevance.	Interpretation of plans, drawings, specifications, schedules, method statements and manufacturers' information related to the work to be carried out.
2 Comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices.	Avoidance of risk by following the given information relating to at least four of the following: <ul style="list-style-type: none">– methods of work– safe use of personal protective equipment (PPE)– safe use of access equipment– safe use and storage of substances and materials– safe use and storage of tools and equipment.
3 Select the required quantity and quality of resources for the methods of work.	Selection of resources associated with own work: <ul style="list-style-type: none">– materials, components, consumables and fixings– tools and equipment.
4 Comply with organisational procedures to minimise the risk of damage to the work and surrounding area.	Protection of the work and its surrounding area from damage. Minimise damage and maintain a clean work space. Disposal of waste in accordance with legislation.

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Performance Criteria (continued)

You must be able to:

- 5 Comply with the given contract information to carry out the work efficiently to the required specification.

Scope of Performance (continued)

Performance must be work-based. Simulation is allowed where shown in *bold italics*.

- Demonstration of work skills to:
- survey, measure, mark out, fit, fix, fasten, finish and secure.

Use and maintain:

- hand tools
- portable power tools
- ancillary equipment.

Dismantle (by drilling, cutting, undoing or heating) and fix existing heritage metalwork to given working instructions by at least three of the following means:

- mechanical (fixed and moveable)
- chemical fixing (mortars, concrete, adhesives)
- stitched
- leaded
- caulked.

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- 6 Complete the work within the allocated time, in accordance with the programme of work.

Completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client.

Knowledge and Understanding relating to Performance Criteria You must know and understand:	Scope of Knowledge and Understanding Knowledge and understanding should relate to the occupational area(s).
<p><i>Performance Criteria 1</i> <i>Interpretation of information</i></p> <p>The organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented.</p> <p>The types of information, their source and how they are interpreted.</p> <p>The organisational procedures to solve problems with the information and why it is important they are followed.</p> <p><i>Performance Criteria 2</i> <i>Safe work practices</i></p> <p>The level of understanding operatives must have of information for relevant, current legislation and official guidance and how it is applied.</p> <p>The types of fire extinguishers and how and when they are used.</p> <p>How emergencies should be responded to and who should respond.</p> <p>The organisational security procedures for tools, equipment and personal belongings.</p> <p>What the accident reporting procedures are and who is responsible for making the report.</p> <p>Why, when and how personal protective equipment (PPE) should be used.</p>	<p>Disposal of waste Environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance.</p> <p>Emergencies Operative's response to situations in accordance with organisational authorisation and personal skills when involved with:</p> <ul style="list-style-type: none">– fires, spillages, injuries– emergencies relating to occupational activities. <p>Fire extinguishers Water, CO₂, foam, powder and their uses.</p> <p>Hazards Those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance.</p> <p>Information Plans, drawings, specifications, schedules, method statements, manufacturers' information, archaeological watching brief, historical conservation plans and charters, legislation and regulations governing buildings.</p> <p>Legislation and official guidance This relates to the operative's responsibilities regarding potential accidents and health hazards whilst working:</p> <ul style="list-style-type: none">– in the workplace, below ground level, in confined spaces, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting. <p>Maintenance Operative care of hand tools and portable power tools and ancillary equipment.</p>

<p>Knowledge and Understanding relating to Performance Criteria (continued)</p> <p>You must know and understand:</p>	<p>Scope of Knowledge and Understanding (continued)</p> <p>Knowledge and understanding should relate to the occupational area(s).</p>
<p><i>Performance Criteria 3</i> <i>Selection of resources</i></p> <p>The characteristics, quality, uses, limitations and defects associated with the resources and how defects should be rectified.</p> <p>How the resources should be used and how any problems associated with the resources are reported.</p> <p>The organisational procedures to select resources, why they have been developed and how they are used.</p> <p>The hazards associated with the resources and methods of work and how they are overcome.</p> <p><i>Performance Criteria 4</i> <i>Minimise the risk of damage</i></p> <p>How to protect work from damage and the purpose of protection.</p> <p>Why disposal of waste should be carried out safely and how it is achieved.</p> <p><i>Performance Criteria 5</i> <i>Meet the contract specification</i></p> <p>How methods of work, to meet the specification, are carried out and problems reported.</p> <p>How maintenance of tools and equipment is carried out.</p>	<p>Methods of work</p> <p>Application of knowledge for safe work practices, procedures and skills, relating to the method/area of work and materials used, to:</p> <ul style="list-style-type: none"> – apply the principles and methods of dismantling and fixing heritage metalwork – validate appropriate ways in which the work should be carried out – recognise sensitive areas – maintain heritage and archaeological integrity – maintain the principles of minimum intervention and reversible alterations – survey, label and record components – stop work at the point when conjecture begins and report findings – dismantle by drilling, cutting, undoing and heating – dismantle work that is fixed by mechanical fastenings, chemicals, stitch, lead and caulk – fix work by mechanical fastening (fixed and moveable), chemical mixes, stitch, lead and caulk – mix and apply mortar and concrete – mix and apply adhesives (pre-mixed and two pack) – recognise the effects of dissimilar materials in restoration practice – identify metal properties – record the work carried out (written, photographic or digital) – recognise and/or report endangered/protected flora and fauna – pack and transport heritage metalwork – use hand tools, power tools and equipment – work at height – use access equipment. <p>Team work and communication.</p> <p>Needs of other occupations associated with dismantling and fixing heritage metalwork.</p>

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Knowledge and Understanding relating to Performance Criteria (continued) You must know and understand:	Scope of Knowledge and Understanding (continued) Knowledge and understanding should relate to the occupational area(s).
<p><i>Performance Criteria 6</i> <i>Allocated time</i></p> <p>What the programme is for the work to be carried out in the estimated, allocated time and why deadlines should be kept.</p>	<p>Personal protective equipment (PPE) Occupational use, types, purpose of each type and work situations.</p> <p>Problems Those arising from information, resources and methods of work: – own authority to rectify – organisational reporting procedures.</p> <p>Programme Types of progress charts, timetables and estimated times. Organisational procedures for reporting circumstances which will affect the work programme.</p> <p>Protect work Against damage from general workplace activities, other occupations and adverse weather conditions.</p> <p>Resources Materials, components and equipment relating to types, quantity, quality, sizes and sustainability of standard and/or specialist: – metals – fixings – chemical mixes (mortar) – consumables (adhesives) – hand and/or powered tools and equipment.</p> <p>Methods of calculating quantity, length, area and wastage associated with the method/procedure to dismantle and fix heritage metalwork.</p> <p>Security procedures Site, workplace, company and operative.</p>