



PIABC LEVEL 2 NVQ DIPLOMA IN WOOD PRESERVING

Qualification Number: 600/5229/6

Qualification Specification

Updated: 21 March 2018

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EXECUTIVE SUMMARY

The PIABC Level 2 Diploma in Wood Preserving is a nationally recognised qualification.

The primary purpose of the qualification is to confirm specialist knowledge and skills competence. It provides learners with skills and knowledge for the job role of Pressure Treatment Operator or similar.

The qualification is intended for both newcomers and experienced personnel within the industry and is designed to provide trade specific knowledge appropriate for the day to day activities in a pressure treatment plant. The learner should be familiar with the preparation of timber and chemicals and the safe operation of relevant plant.

To achieve the qualification, learners need to successfully gain 5 units; 47 credits.

Programmes leading to the qualification can be organised and delivered by providers who have gained centre and qualification approval from PIABC. To achieve this they need to complete the PIABC centre and qualification approval procedures available from **www.piabc.org.uk**. In completing the documentation and the approval visit, centres need to demonstrate their ability to deliver high quality education leading to the qualification. Centres are expected to employ robust quality assurance processes. PIABC will appoint its own moderators to ensure the effective operation of these processes and the maintenance of standards of quality.

There is no necessity for any formal entry requirement to this course beyond the basic literacy and numeracy expected from anyone entering the business world.

Overall, it is expected that courses leading to the qualification will take 177 guided learning hours. Students will also be expected to carry out additional reading and other work to complete each unit and prepare for assessment.

AIM

The primary purpose of the qualification is to confirm specialist knowledge and skills competence. It aims to provide work-based learners with competencies and associated underpinning knowledge of pressure treatment processes.

The PIABC Level 2 Diploma in Wood Preserving is intended for those wishing to pursue a career in the timber or related industries, or for those who are already in the industry and who wish to extend their knowledge and expertise.

OUTCOMES

In setting out a clearly-defined level of achievement, this qualification will:

1. Measure skills competence and knowledge and enhance job satisfaction of learners.
2. Provide employers with an open and transparent basis for judging the suitability of candidates for employment and promotion.
3. Facilitate job movement throughout the timber sector and other related areas of the timber industry.

Specific outcomes for the qualification are listed under the individual unit description.

TARGET GROUP

This Level 2 qualification is appropriate for those working with pressure treatment plant, wanting to gain recognition for the associated competencies and understanding.

Job role	Type of company
Timber Treatment Plant Operators	Timber treatment companies - pressure

ENTRY REQUIREMENTS

There are no entry qualifications or age limits required for this qualification.

Assessment for this qualification is open to any learner who has the potential to reach the standards laid down for this qualification. An initial assessment of past experience and current skills, knowledge and understanding should be carried out prior to commencement, to determine suitability for this qualification.

Aids or appliances, which are designed to alleviate disability, may be used during assessment, providing they do not compromise the standard required.

PROGRESSION

Success in this qualification prepares learners for progression in the timber industry. Learners may have the opportunity to progress into Supervisory and Management roles taking suitable qualifications. Learners are encouraged to consider belonging to a professional institute or similar. Centres are encouraged to make learners aware of relevant associations and related professional bodies.

QUALIFICATION STRUCTURE

The qualification was developed under the Qualifications Credit Framework (QCF) and includes units from Construction Skills SSC therefore Assessors should use the associated appropriate Assessment Strategies.

Guided Learning Hours (GLH) is the number of hours of teacher supervised or directed study time required to teach an individual unit or a qualification. GLH have been calculated unit by unit - in isolation of each other - such that the unit is a standalone unit, therefore Centres may find that where candidates are completing a number of units to achieve the complete qualification actual overall GLH will reduce (i.e. the actual GLH for the entire qualification is unlikely to be a sum total of the individual units taken).

Learning time will clearly be reduced if learners hold QCF credits from prior learning. Learners will also be expected to carry out additional reading, practice and other work to complete each unit and prepare for assessment.

Credit values are determined by the total learning hours (teaching + demonstrations + practice + reflection + assessment - including developing competence in the work environment etc) divided by 10. For example 7 credits reflect a total learning time of 70 hours. Learning time is usually much greater than GLH. Credit values have been calculated unit by unit - in isolation of each other - such that the unit is a stand alone unit; therefore Centres may find that where learners are completing a number of units to achieve the complete qualification, actual learning time will reduce (i.e. the actual learning time for the entire qualification is unlikely to be a sum total of the credits of the individual units taken).

Rules of Combination are used to define the structure of QCF qualifications and specify the minimum credits which must be achieved through a particular combination of units to gain a full qualification.

RULES OF COMBINATION

Learners must achieve a minimum of 11 credits in Group A and a minimum of 36 credits from Group B. The total minimum credit value of this qualification is 47 credits.

Group A: 11 credits required

PIABC Unit No.	Ofqual Unit No.	Title	Credit	Level	GLH
PI001	F/503/8136	Make sure your own actions reduce the risks to health and safety within your workplace	6	2	27
PI002	F/503/5995	Contribute to the effectiveness of work in a commercial setting	5	2	30

Group B: 36 credits required

PIABC Unit No.	Ofqual Unit No.	Title	Credit	Level	GLH
WP201	H/600/7519	Preparing Timber for Treatment, and Drying and Storing Treated Timber in the Workplace	10	2	33
WP202	L/600/7529	Preparing Timber Treatment Chemicals in the Workplace	12	2	40
WP203	K/600/7537	Operating and Maintaining Timber Treatment Plant in the Workplace	14	2	47

QUALIFICATION LEVEL

PIABC Level 2 NVQ Diploma in Wood Preserving is a Level 2 qualification.

Level 2 Descriptor

Summary

Achievement at Level 2 reflects the ability to select and use relevant knowledge, ideas, skills and procedures to complete well-defined tasks and address straightforward problems. It includes taking responsibility for completing tasks and procedures and exercising autonomy and judgement subject to overall direction or guidance.

Knowledge and Understanding

- Use understanding of facts, procedures and ideas to complete well-defined tasks and address straightforward problems.
- Interpret relevant information and ideas.
- Be aware of the types of information that are relevant to the area of study or work

Application and action

- Complete well-defined, generally routine tasks and address straightforward problems
- Select and use relevant skills and procedures
- Identify, gather and use relevant information to inform actions
- Identify how effective actions have been

Autonomy and accountability

- Take responsibility for completing tasks and procedures
- Exercise autonomy and judgement subject to overall direction or guidance

Source: Regulatory arrangements for the Qualifications and Credit Framework OFQUAL 2008

PROGRAMME ORGANISATION

Programmes leading to the PIABC Level 2 NVQ Diploma in Wood Preserving can be organised and delivered by providers who have gained centre and qualification approval from PIABC. To achieve this they need to complete the PIABC centre and qualification approval procedures available from www.piabc.org.uk. In completing the documentation and the approval visit, centres need to demonstrate their ability to deliver high quality education leading to the qualification. Centres are expected to employ robust quality assurance processes. PIABC will appoint its own moderators to ensure the effective operation of these processes and the maintenance of standards of quality.

The organisation of the qualification is at the discretion of the centre and will take into account the aims, aspirations and experience of the learners.

Centres are encouraged to choose the most suitable curriculum model for their learners. Whilst the sequential delivery of parts of the unit is a possibility and may provide the most straightforward way of determining completion, it may be that some degree of integration of elements will occur, or that other methods of delivery are more appropriate to meet the needs of learners. It should be noted however that the whole unit and all the learning outcomes will be assessed.

Centres must ensure that adequate arrangements are in place for supporting learners. This could be either through separate tutorial sessions or through the use of time within structured study sessions. Centres using on-line or other forms of open learning must ensure that appropriate tutorial support is provided for learners.

The employer's engagement in learning and assessment opportunities will be paramount in securing timely achievement and a participative role should be encouraged.

In relevant circumstances, centres are recommended to provide career related information and guidance to their learners.

GUIDANCE ON LEARNING AND TEACHING

Candidates employed in the timber and related industries will come to the qualification with varying levels of existing knowledge and/or practical experience of some parts of the Learning Outcomes. Training needs should be identified and gaps in knowledge and competency should be filled with a planned delivery of an individual learning plan. This should be utilised in preparing for teaching and assessment. The sharing of knowledge which has the potential to lead to a high level of understanding should be encouraged by the use of staff with direct experience in the Merchant Supplies - Timber and related industries. This must, of course, be balanced against a sound understanding of the theoretical understanding.

The relationship between theory and practice is a theme that should be reflected in the assessments for the programme. Therefore in structured learning and individual work, learners should be aware of the requirement to develop a theoretical understanding to their practical work and a practical application to their theoretical understanding.

Those developing learning programmes should expect to achieve all the learning outcomes. It may be useful to have workbooks for use either at home or in the workplace.

QUALIFICATION DESCRIPTION

The PIABC Level 2 NVQ Diploma in Wood Preserving follows the QCF principles for designing units and qualifications and contains the features listed as follows;

- Unit QCF reference number, title, level, guided learning hours and credit value.
- Each unit consist of:
 - Learning Outcomes that show what the learners will be able to understand, know or demonstrate.
 - Assessment Criteria that show what the learners can do or produce in order to show that they have met the learning outcome.
 - Some Units also indicate the intended scope of the performance criteria
- To successfully complete a unit, learners must meet all the learning outcomes by showing that they have achieved all the assessment criteria with consideration to the intended scope.

UNIT CONTENT: LEARNING OUTCOMES AND ASSESSMENT CRITERIA

The PIABC Level 2 NVQ Diploma in Wood Preserving is a nationally recognised qualification which requires the learner to possess or acquire the competencies and knowledge in all units.

MAKE SURE YOUR ACTIONS REDUCE RISKS TO HEALTH AND SAFETY WITHIN YOUR WORKPLACE

PIABC Unit No: PI001

Unit Accreditation No: F/503/8136

Unit Level: 2

Guided Learning Hours: 27

Unit Credits: 6

Assessment Guidance

This unit is for everyone at work (whether paid, unpaid, full or part-time). It is about having an appreciation of significant risks in your workplace, knowing how to identify and deal with them.

This unit is about the health and safety responsibilities for everyone in your workplace. It describes the competences required to make sure that:

- your own actions do not create any health and safety hazards
- you do not ignore significant risks in your workplace, and
- you take sensible action to put things right, including: reporting situations which pose a danger to people in the workplace and seeking advice

Fundamental to this unit is an understanding of the terms "hazard", "risk" and "control".

Learning Outcomes and Assessment Criteria

Learning Outcome – The learner will:

Assessment Criterion - The learner can:

- | | |
|---|--|
| 1. Be able to identify the hazards and evaluate the risks in your workplace: | 1.1 Identify which workplace instructions are relevant to your job role |
| | 1.2 Identify those working practices in your job role which could harm you or others |
| | 1.3 Identify those aspects of your workplace which could harm you or others |
| | 1.4 Check which of the potentially harmful working practices and aspects of your workplace present the highest risks to you or to others |
| | 1.5 Deal with hazards in accordance with workplace instructions and legal requirements |
| | 1.6 Correctly name and locate the people responsible for health and safety in your workplace |
| | 1.7 Report to the people responsible for health and safety in your workplace those hazards which present the highest risks |
| 2. Know how to identify the hazards and evaluate the risks in your workplace: | 2.1 Define what "hazards" and "risks" are |

**Learning Outcome –
The learner will:**

Assessment Criterion - The learner can:

- | | | |
|---|------|---|
| | 2.2 | State your responsibilities for health and safety as required by the law covering your job role |
| | 2.3 | Describe the hazards which exist in your workplace and the safe working practices which you must follow. |
| | 2.4 | Describe the particular health and safety hazards which may be present in your own job role and the precautions you must take |
| | 2.5 | Explain the importance of remaining alert to the presence of hazards in the whole workplace |
| | 2.6 | Explain the importance of dealing with, or promptly reporting, risks |
| | 2.7 | Define the responsibilities for health and safety in your job role/description |
| | 2.8 | Describe the safe working practices for your own job role |
| | 2.9 | Identify the responsible people you should report health and safety matters to. |
| | 2.10 | State where and when to get additional health and safety assistance |
| 3. Be able to reduce the risks to health and safety in your workplace: | 3.1 | Carry out your work in accordance with your level of competence, workplace instructions, suppliers or manufacturer's instructions and legal requirements |
| | 3.2 | Control those health and safety risks within your capability and job responsibilities |
| | 3.3 | Pass on suggestions for reducing risks to health and safety to the responsible people |
| | 3.4 | Make sure your behaviour does not endanger the health and safety of you or others in your workplace |
| | 3.5 | Follow the workplace instructions and suppliers' or manufacturers' instructions for the safe use of equipment, materials and products |
| | 3.6 | Report any differences between workplace instructions and suppliers' or manufacturers' instructions |
| | 3.7 | Make sure that your personal presentation and behaviour at work: <ul style="list-style-type: none">• protects the health and safety of you and others,• meets any legal responsibilities, and• is in accordance with workplace instructions |
| | 3.8 | Make sure you follow environmentally-friendly working practices |
| 4. Know how to reduce the risks to health and safety in your workplace: | 4.1 | Define and describe your scope and responsibility for controlling risks |

**Learning Outcome –
The learner will:**

Assessment Criterion - The learner can:

- 4.2 State the workplace instructions for managing risks which you are unable to deal with
- 4.3 Identify the suppliers' and manufacturers' instructions for the safe use of equipment, materials and products which you must follow
- 4.4 Explain the importance of personal presentation in maintaining health and safety in your workplace
- 4.5 Explain the importance of personal behaviour in maintaining the health and safety of you and others
- 4.6 Describe the risks to the environment which may be present in your workplace and/or in your own job role

CONTRIBUTE TO THE EFFECTIVENESS OF WORK IN A COMMERCIAL SETTING

PIABC Unit No: PI002

Unit Accreditation No: F/503/5995

Unit Level: 2

Guided Learning Hours: 30

Unit Credits: 5

Learning Outcomes and Assessment Criteria

Learning Outcome – The learner will:

Assessment Criterion - The learner can:

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|---|--|
| 1. Plan and organise own work | 1.1 Ensure you have the required authority to complete the required activity
1.2 Comply with current legislation including working safely
1.3 Check that you understand the particular work activity and your role within it
1.4 Check that the area is clean, tidy and free from hazards before starting work
1.5 Check that required resources and equipment are ready before starting work
1.6 Check the job documentation prior to starting work
1.7 Complete the activity as planned without any undue delay
1.8 Complete all documentation accurately and legibly and pass it on to the next stage |
| 2. Know how to plan and organize their work | 2.1 Describe your job roles, responsibilities and levels of authority
2.2 List the current legislation and describe how it applies to your role
2.3 Describe the work activity and your role in that activity
2.4 Explain how you would check that the area is clean, tidy and free from hazards including listing the hazards and possible consequences
2.5 List the resources required for the activity
2.6 Describe how to check that the equipment is ready for use
2.7 Identify the documentation and show how it is used
2.8 Describe the workplace procedures for monitoring the progress of the activity and keeping others informed
2.9 Show how the documentation is completed and describe the next stage |
| 3. Work effectively with other team members | 3.1 Treat others with respect at all times
3.2 Communicate with others using the appropriate method
3.3 Give constructive support and feedback to appropriate personnel
3.4 Receive support and feedback from personnel |

**Learning Outcome –
The learner will:**

Assessment Criterion - The learner can:

- | | |
|--|---|
| 4. Know how the work effectively with others | 4.1 Explain how treating others with respect contributes to workplace efficiency
4.2 State what methods of communication to use and when to use them
4.3 Describe how to identify when assistance may be needed and the how this may be given
4.4 Explain why it is important to receive feedback and support
4.5 Describe how to give constructive feedback and support
4.6 Explain why it is important to give constructive feedback and support |
| 5. Contribute to problem solving and improvements | 5.1 Respond to any problems that occur during the work activity
5.2 Report any problems that occur and the actions taken
5.3 Identify and share opportunities for improving workplace practices and procedures using the appropriate method |
| 6. Know how to contribute to problem solving and improvement | 6.1 Describe the most common problems that may occur and how these are solved
6.2 Describe the reporting procedure for problems
6.3 Describe how to identify opportunities for improvement
6.4 Describe how suggestions for improvements should be made and to whom
6.5 Explain how the identification of improvements can benefit you and the organisation |

PREPARING TIMBER FOR TREATMENT, AND DRYING AND STORING TREATED TIMBER IN THE WORKPLACE

PIABC Unit No: WP201

Guided Learning Hours: 33

Unit Accreditation No: H/600/7519

Unit Credits: 10

Unit Level: 2

Assessment Guidance

This unit must be assessed in a work environment and in accordance with:

- the Additional Requirements for Qualifications using the title NVQ in QCF
- the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment – Craft, Supervisory, Technical, Managerial and Professional Units and Qualifications with NVQ in the Qualification and Credit Framework (QCF) title and SVQs.
- Assessors for this unit must use a combination of the following assessment methods:
- observation of normal work activities within the workplace that clearly confirms the required skills
- questioning the learner on knowledge criteria that clearly confirms the required understanding
- review other forms of evidence that can clearly confirm industry required skills, knowledge and understanding.

Assessors for this unit must have verifiable, current industry experience and a sufficient depth of occupational expertise and knowledge of preparing timber for treatment, and drying and storing treated timber to be effective and reliable when confirming a learner's competence.

Workplace evidence of skills cannot be simulated except for assessment criteria 3.4.

Learning Outcomes and Assessment Criteria

Learning Outcome – The learner will:

Assessment Criterion - The learner can:

- | | |
|---|--|
| 1. Interpret the given information relating to the work and resources when preparing timber for treatment, and drying and storing treated timber. | 1.1 Interpret and extract information from specifications, schedules and manufacturers' information.
1.2 Comply with information and/or instructions derived from risk assessments and method statement.
1.3 State the organisational procedures developed to report and rectify inappropriate information and unsuitable resources and how they are implemented.
1.4 Describe different types of information, their source and how they are interpreted in relation to:
– specifications, schedules and manufacturers' information. |
| 2. Know how to comply with relevant legislation and official guidance when preparing timber for treatment, and drying and storing treated timber. | 2.1 Describe their responsibilities under current legislation and official guidance whilst working:
– in the workplace, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting. |

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**Learning Outcome –
The learner will:**

Assessment Criterion - The learner can:

- | | |
|---|--|
| 3. Maintain safe working practices when preparing timber for treatment, and drying and storing treated timber. | 2.2 Describe the organisational security procedures for tools, equipment and personal belongings in relation to site, workplace, company and operative.
2.3 State what the accident reporting procedures are and who is responsible for making reports.
2.4 State the types of fire extinguishers available when preparing timber for treatment, and drying and storing treated timber and describe how and when they are used. |
| 4. Select the required quantity and quality of resources for the methods of work to prepare timber for treatment, and dry and store treated timber. | 3.1 Use personal protective equipment (PPE) safely to carry out the activity in accordance with legislation and organisational requirements when preparing timber for treatment, and drying and storing treated timber.
3.2 Explain why and when personal protective equipment (PPE) should be used, relating to preparing timber for treatment, and drying and storing treated timber, and the types, purpose and limitations of each type.
3.3 State how emergencies should be responded to in accordance with organisational authorisation and personal skills when involved with fires, spillages, injuries and other task-related hazards.
3.4 Demonstrate the safe use of a fire extinguisher relevant to a typical fire associated with preparing timber for treatment, and drying and storing treated timber as relevant to the operations. |
| 5. Minimise the risk of damage to the work and surrounding area when preparing timber for treatment, and drying and storing treated timber. | 4.1 Describe the characteristics, quality, uses, limitations and defects associated with the resources in relation to:
– pre- and post-treated timber
– hand tools and/or ancillary equipment.
4.2 Select resources associated with own work in relation to materials, components, fixings, tools and equipment.
4.3 State how the resources should be used correctly, how problems associated with the resources are reported and how the organisational procedures are used.
4.4 Outline potential hazards associated with the resources and method of work.
4.5 Describe how to calculate volume associated with the method/procedure to prepare timber for treatment, and dry and store treated timber.
5.1 Protect the work and its surrounding area from damage.
5.2 Minimise damage and maintain a clean work space.
5.3 Describe how to protect work from damage and the purpose of protection in relation to general workplace activities.
5.4 Dispose of waste in accordance with legislation.
5.5 State why the disposal of waste should be carried out in relation to the work. |

**Learning Outcome –
The learner will:**

6. Complete the work within the allocated time when preparing timber for treatment, and drying and storing treated timber.

7. Comply with the given contract information to prepare timber for treatment, and dry and store treated timber to the required specification.

Assessment Criterion - The learner can:

6.1 Demonstrate completion of the work within the allocated time.

6.2 State the purpose of the work programme and explain why deadlines should be kept in relation to:
– work programmes and timetables
– organisational procedures for reporting circumstances which will affect the work programme.

7.1 Demonstrate the following work skills when preparing timber for treatment, and drying and storing treated timber:
– marking, recording, checking, transporting, positioning, stacking, loading and unloading.

7.2 Prepare, move and store timber for preservative treatment to given working instructions, relating to:
– labels
– records of movement
– moisture content
– stacking and drying
– storage of treated timber.

7.3 Describe how to apply safe work practices, follow procedures, report problems and establish the authority needed to rectify them, to:
– mark materials to identify, trace and record
– check moisture content of timber
– load and unload timbers into and out of pressure vessel
– move and stack treated timber in designated areas
– prepare timber for despatch
– use hand tools and ancillary equipment.

7.4 Safely use and store hand tools and lifting equipment.

7.5 State the needs of other occupations and how to communicate within a team when preparing timber for treatment, and drying, storing treated timber.

7.6 Describe how to maintain the tools and equipment used when preparing timber for treatment, and drying and storing treated timber.

PREPARING TIMBER TREATMENT CHEMICALS IN THE WORKPLACE

PIABC Unit No: WP202
Unit Accreditation No: L/600/7529
Unit Level: 2

Guided Learning Hours: 40
Unit Credits: 12

Assessment Guidance

This unit must be assessed in a work environment and in accordance with:

- the Additional Requirements for Qualifications using the title NVQ in QCF
- the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment – Craft, Supervisory, Technical, Managerial and Professional Units and Qualifications with NVQ in the Qualification and Credit Framework (QCF) title and SVQs.
- Assessors for this unit must use a combination of the following assessment methods:
- observation of normal work activities within the workplace that clearly confirms the required skills
- questioning the learner on knowledge criteria that clearly confirms the required understanding
- review other forms of evidence that can clearly confirm industry required skills, knowledge and understanding.

Assessors for this unit must have verifiable, current industry experience and a sufficient depth of occupational expertise and knowledge of preparing timber treatment chemicals to be effective and reliable when confirming a learner's competence.

Workplace evidence of skills cannot be simulated except for assessment criteria 3.4.

Learning Outcomes and Assessment Criteria

Learning Outcome – The learner will:

Assessment Criterion - The learner can:

- | | |
|--|--|
| 1. Interpret the given information relating to the work and resources when preparing timber treatment chemicals. | 1.1 Interpret and extract information from specifications, schedules and manufacturers' information.
1.2 Comply with information and/or instructions derived from risk assessments and method statement.
1.3 State the organisational procedures developed to report and rectify inappropriate information and unsuitable resources and how they are implemented.
1.4 Describe different types of information, their source and how they are interpreted in relation to:
– specifications, schedules and manufacturers' information. |
| 2. Know how to comply with relevant legislation and official guidance when preparing timber treatment chemicals. | 2.1 Describe their responsibilities under current legislation and official guidance whilst working:
– in the workplace, with tools and equipment, with chemical substances, with movement/storage of chemicals and by manual handling and mechanical lifting.
2.2 Describe the organisational security procedures for tools, equipment and personal belongings in relation to |

**Learning Outcome –
The learner will:**

Assessment Criterion - The learner can:

- workplace, company and operative.
- 2.3 State what the accident reporting procedures are and who is responsible for making reports.
- 2.4 State the types of fire extinguishers available when preparing timber treatment chemicals and describe how and when they are used.
3. Maintain safe working practices when preparing timber treatment chemicals.
- 3.1 Use personal protective equipment (PPE) safely to carry out the activity in accordance with legislation and organisational requirements when preparing timber treatment chemicals.
- 3.2 Explain why and when personal protective equipment (PPE) should be used, relating to preparing timber treatment chemicals, and the types, purpose and limitations of each type.
- 3.3 State how emergencies should be responded to in accordance with organisational authorisation and personal skills when involved with fires, spillages, injuries and other task-related hazards.
- 3.4 Demonstrate the safe use of a fire extinguisher relevant to a typical fire associated with preparing timber treatment chemicals as relevant to the operations.
4. Select the required quantity and quality of resources for the methods of work to prepare timber treatment chemicals.
- 4.1 Describe the characteristics, quality, uses, limitations and defects associated with the resources in relation to:
– timber treatment chemicals
– water
– hand tools and lifting/transferring equipment.
- 4.2 Select resources associated with own work in relation to materials, components, fixings, tools and equipment.
- 4.3 State how the resources should be used correctly, how problems associated with the resources are reported and how the organisational procedures are used.
- 4.4 Outline potential hazards associated with the resources and method of work.
- 4.5 Describe how to calculate quantity, volume and ratio associated with the method/procedure to prepare timber treatment chemicals.
5. Minimise the risk of damage to the work and surrounding area when preparing timber treatment chemicals.
- 5.1 Protect the work and its surrounding area from damage.
- 5.2 Minimise damage and maintain a clean work space.
- 5.3 Describe how to protect work from damage and the purpose of protection in relation to general workplace activities and adverse weather conditions.
- 5.4 Dispose of waste in accordance with legislation.
- 5.5 State why the disposal of waste should be carried out in relation to the work.

**Learning Outcome –
The learner will:**

6. Complete the work within the allocated time when preparing timber treatment chemicals.

7. Comply with the given contract information to prepare timber treatment chemicals to the required specification.

Assessment Criterion - The learner can:

- 6.1 Demonstrate completion of the work within the allocated time.
- 6.2 State the purpose of the work programme and explain why deadlines should be kept in relation to:
 - work programmes and timetables
 - organisational procedures for reporting circumstances which will affect the work programme.

- 7.1 Demonstrate the following work skills when preparing timber treatment chemicals:
 - checking, transferring, storing and recording.
- 7.2 Prepare chemicals for use and load treatment plant to given working instructions, relating to:
 - receipt and check that chemicals are correct product, type, quantity and concentration
 - storage of chemicals
 - records of usage.
- 7.3 Demonstrate the emergency procedures for spillages.
- 7.4 Describe how to apply safe work practices, follow procedures, report problems and establish the authority needed to rectify them, to:
 - receive, check and record chemicals
 - isolate damaged products
 - soften water in hard water areas
 - transfer chemicals
 - deal with spillages
 - use hand tools and lifting/transferring equipment.
- 7.5 Safely use and store hand tools and lifting and transferring equipment.
- 7.6 State the needs of other occupations and how to communicate within a team when preparing timber treatment chemicals.
- 7.7 Describe how to maintain the tools and equipment used when preparing timber treatment chemicals.

OPERATING AND MAINTAINING TIMBER TREATMENT PLANT IN THE WORKPLACE

PIABC Unit No: WP203
Unit Accreditation No: K/600/7537
Unit Level: 2

Guided Learning Hours: 47
Unit Credits: 14

Assessment Guidance

This unit must be assessed in a work environment and in accordance with:

- the Additional Requirements for Qualifications using the title NVQ in QCF
- the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment – Craft, Supervisory, Technical, Managerial and Professional Units and Qualifications with NVQ in the Qualification and Credit Framework (QCF) title and SVQs.
- Assessors for this unit must use a combination of the following assessment methods:
- observation of normal work activities within the workplace that clearly confirms the required skills
- questioning the learner on knowledge criteria that clearly confirms the required understanding
- review other forms of evidence that can clearly confirm industry required skills, knowledge and understanding.

Assessors for this unit must have verifiable, current industry experience and a sufficient depth of occupational expertise and knowledge of operating and maintaining timber treatment plant to be effective and reliable when confirming a learner's competence.

Workplace evidence of skills cannot be simulated except for assessment criteria 3.4.

Learning Outcomes and Assessment Criteria

Learning Outcome – The learner will:

1 Interpret the given information relating to the work and resources when operating and maintaining timber treatment plant.

2 Know how to comply with relevant legislation and official guidance when operating and maintaining timber treatment plant.

Assessment Criterion - The learner can:

1.1 Interpret and extract information from drawings, specifications, schedules and manufacturers' information.

1.2 Comply with information and/or instructions derived from risk assessments and method statement.

1.3 State the organisational procedures developed to report and rectify inappropriate information and unsuitable resources and how they are implemented.

1.4 Describe different types of information, their source and how they are interpreted in relation to:
– drawings, specifications, schedules, manufacturers' information and regulations governing timber treatment installations.

2.1 Describe their responsibilities under current legislation and official guidance whilst working:
– in the workplace, with plant, tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting.

**Learning Outcome –
The learner will:**

Assessment Criterion - The learner can:

- | | | |
|---|---|---|
| 3 | Maintain safe working practices when operating and maintaining timber treatment plant. | 2.2 Describe the organisational security procedures for tools, equipment and personal belongings in relation to workplace, company and operative.
2.3 State what the accident reporting procedures are and who is responsible for making reports.
2.4 State the types of fire extinguishers available when operating and maintaining timber treatment plant and describe how and when they are used. |
| 4 | Select the required quantity and quality of resources for the methods of work to operate and maintain timber treatment plant. | 3.1 Use personal protective equipment (PPE) safely to carry out the activity in accordance with legislation and organisational requirements when operating and maintaining timber treatment plant.
3.2 Explain why and when personal protective equipment (PPE) should be used, relating to operating and maintaining timber treatment plant, and the types, purpose and limitations of each type.
3.3 State how emergencies should be responded to in accordance with organisational authorisation and personal skills when involved with fires, spillages, injuries and other task-related hazards.
3.4 Demonstrate the safe use of a fire extinguisher relevant to a typical fire associated with operating and maintaining timber treatment plant as relevant to the operations. |
| 5 | Minimise the risk of damage to the work and surrounding area when operating and maintaining timber treatment plant. | 4.1 Describe the characteristics, quality, uses, limitations and defects associated with the resources in relation to:
– timber treatment plant
– lubricants
– consumables
– timber
– treatment chemicals
– hand and/or powered tools and equipment.
4.2 Select resources associated with own work in relation to materials, components, fixings, tools and equipment.
4.3 State how the resources should be used correctly, how problems associated with the resources are reported and how the organisational procedures are used.
4.4 Outline potential hazards associated with the resources and method of work.
4.5 Describe how to calculate quantity associated with the method/procedure to operate and maintain timber treatment plant. |
| | | 5.1 Protect the plant and its surrounding area from damage.
5.2 Minimise damage and maintain a clean work space.
5.3 Describe how to protect plant from damage and the purpose of protection in relation to general workplace activities, other occupations and adverse weather conditions. |

**Learning Outcome –
The learner will:**

6 Complete the work within the allocated time when operating and maintaining timber treatment plant.

7 Comply with the given contract information to operate and maintain timber treatment plant to the required specification.

Assessment Criterion - The learner can:

5.4 Dispose of waste in accordance with legislation.

5.5 State why the disposal of waste should be carried out in relation to the work.

6.1 Demonstrate completion of the work within the allocated time.

6.2 State the purpose of the work programme and explain why deadlines should be kept in relation to:
– work programmes and timetables
– organisational procedures for reporting circumstances which will affect the work programme.

7.1 Demonstrate the following work skills when operating and maintaining timber treatment plant:
– operating, monitoring, inspecting, cleaning and lubricating.

7.2 Treat timber with preservatives to manufacturer's guidelines and/or to given working instructions, relating to the preservative plant operational process.

7.3 Maintain timber treatment plant to manufacturer's guidelines and/or given working instructions.

7.4 Describe how to apply safe work practices, follow procedures, report problems and establish the authority needed to rectify them, to:
– start up, operate and close down treatment plant
– monitor plant and check for malfunction
– inspect treatment plant and carry out routine maintenance
– report malfunctions
– use hand tools, power tools and equipment.

7.5 Safely use and store hand tools, portable power tools and ancillary equipment

7.6 State the needs of other occupations and how to communicate within a team when operating and maintaining timber treatment plant.

7.7 Describe how to maintain the tools and equipment used when operating and maintaining timber treatment plant.

ASSESSMENT

Assessment principles should follow recognised good practice. The qualification is made up of units from different standard setting bodies and their Assessment Strategies should be used.

All learning outcomes and assessment criteria should be met.

Simulation is not permitted.

QUALIFICATION CERTIFICATION

All learning outcomes and assessment criteria are to be achieved. Whilst there is no grading to this qualification (pass, credit, etc.), the training delivery and feedback should promote the notion of continued improvement and craftsmanship.

GLOSSARY

Term	Definition
Learning Outcome	This describes what a learner needs to know, understand or do as a result of the process of learning.
Assessment Criteria	These are the requirements learners are expected to meet to demonstrate that a learning outcome has been achieved.
Centre	The organisation that is approved by PIABC for the purposes of preparing learners for assessment.

SUGGESTED SOURCE MATERIAL

A comprehensive list of source materials and references that may be used to support learning for qualification is available from the PIABC web site (www.piabc.org.uk).