

## 40305 Plan and progress activities for a construction work programme

<b>Kaupae   Level</b>	4
<b>Whiwhinga   Credit</b>	10
<b>Whāinga   Purpose</b>	<p>This skill standard recognises the skills to plan and progress work activities for a construction work programme.</p> <p>This skill standard contributes to qualifications designed for the construction environment.</p>

### Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako   Learning outcomes	Paearu aromatawai   Assessment criteria
1. Plan tasks for a construction work programme.	a. Task requirements are planned to optimise resources and safety throughout the work programme.
	b. Work programme responsibilities are communicated and confirmed with other parties.
	c. Tasks are planned to ensure optimum sequence is carried out.
2. Progress the work programme and maintain a safe construction worksite.	a. Work is quality assured to ensure the method and final project meet requirements.
	b. Tasks onsite are monitored to ensure worksite safety and to avoid disruptions to work programme.
	c. Work programme expenses, time management, and resource requirements are monitored.

### Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

#### Assessment specifications:

Candidates must be capable of planning and progressing tasks in a construction work programme to the standards expected of commercial competence.

*Resources* refer to any people, material, tools or equipment required to meet the planned construction activities.

Evidence of expenses must include material calculations and orders, and other costs directly related to the planned work. It may include hire of equipment, fuel, waste disposal, personal timesheets. It does not include personnel costs (salaries).

**Ngā momo whiwhinga | Grades available**

Achieved.

**Ihirangi waitohu | Indicative content****Project planning**

- Types and uses of contract documents for site operations.
- Interpreting job documentation.
- Identifying work activities, priorities, and critical sequencing.
- Roles and responsibilities of those involved in carrying out a programme of work.
- Planning for safety.
- Optimising use of materials.
- Dependencies.
- Site access and set up optimised for workflow and clear work areas.

**Progressing work activities**

- Maintaining safety.
- Assuring work quality.
- Problem-solving and variations to planned work.
- Methods to communicate a work programme to relevant parties in construction operations.
- Methods to document work activities as the work programme progresses.

**Rauemi | Resources**

Programme Guidance available from [qualifications@waihangaararau.nz](mailto:qualifications@waihangaararau.nz).

**Pārongo Whakaū Kouna | Quality assurance information**

<b>Ngā rōpū whakatau-paerewa  </b> Standard Setting Body	Waihanga Ara Rau Construction and Infrastructure Workforce Development Council
<b>Whakaritenga Rārangi Paetae Aromatawai  </b> DASS classification	Planning and Construction > Construction Trades > Core Construction
<b>Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga  </b> CMR	0048

<b>Hātepe   Process</b>	<b>Putanga   Version</b>	<b>Rā whakaputa   Review Date</b>	<b>Rā whakamutunga mō te aromatawai   Last date for assessment</b>
<b>Rēhitatanga   Registration</b>	1	28 November 2024	N/A
<b>Kōrero whakakapinga   Replacement information</b>	This skill standard and skill standard 40304 replaced unit standard 30857.		
<b>Rā arotake   Planned review date</b>	31 December 2029		

Please contact Waihanga Ara Rau Construction and Infrastructure Workforce Development Council at [qualifications@waihangaararau.nz](mailto:qualifications@waihangaararau.nz) to suggest changes to the content of this skill standard.