

Title	Supervise daily activities on an infrastructure works site		
Level	4	Credits	8

Purpose	People credited with this unit standard are able to: describe authority, responsibility, and accountability on an infrastructure works site; establish objectives and allocate tasks for an infrastructure works site; communicate expectations to the site work team; and manage a work programme for an infrastructure works site.
----------------	--

Classification	Infrastructure Works > Infrastructure Works Supervision
-----------------------	---

Available grade	Achieved
------------------------	----------

Guidance information

- 1 Assessment against this unit standard must take place in a workplace environment. Assessment parameters will depend on company and site- specific equipment, procedures, and practices. Practices must reflect industry best practice and comply with legislative requirements.
- 2 The tasks referred to in this unit standard are limited to the tasks required on a single project for which the candidate has direct supervisory responsibility. The wider range of supervision of several concurrent activities applies to Unit 6443, *Supervise infrastructure works projects*.
- 3 Definitions
Company requirements include the policy, procedures and methodologies of the company. They include legislative and regulatory requirements that may apply across the company or to a specific site. Requirements are documented in the company's health and safety plans, traffic management plans, contract work programmes, quality assurance programmes, policies, and procedural documents.
Responsibilities are tasks and expectations of performance; responsibilities can be delegated.
Accountability is where the final responsibilities lie for performance and cannot be delegated.
Hold point refers to the stage of work that requires testing, checking, or certification before work can proceed. This is to be recorded. Hold points not specified in contract documents may be stated or implied in company requirements.

Outcomes and performance criteria

Outcome 1

Describe authority, responsibility and accountability on an infrastructure works site.

Performance criteria

- 1.1 The levels of authority delegated to people on a works site are described in accordance with company requirements.
- 1.2 The responsibilities and accountability of a works site supervisor are described in accordance with company requirements.

Outcome 2

Establish objectives and allocate tasks for an infrastructure works site.

Performance criteria

- 2.1 Works site objectives are established for work crews in accordance with company requirements.

Range productivity, site constraints, priority of tasks, monitoring of progress.
- 2.2 Workflow is organised to minimise waste and delay.

Range evidence is required of scheduling work for two major cost items.
- 2.3 Tasks are allocated for an infrastructure works site to achieve flow of work in accordance with company requirements.

Range sequences, lead-time, availability of resources, hold points, economy of resource movement, work methods, site layout, ergonomics.

Outcome 3

Communicate expectations to the site work team.

Performance criteria

- 3.1 Tasks are communicated in accordance with company requirements.
- 3.2 Work crew's productivity requirements are communicated in accordance with company requirements.

Outcome 4

Manage a work programme for an infrastructure works site.

Performance criteria

- 4.1 Productivity for plant, labour, and specialist services is monitored in accordance with company requirements.
- 4.2 Efficient use of material is measured in accordance with company requirements.
- 4.3 Work performance is monitored against work programmes in accordance with company requirements.
- 4.4 Work progress is reported in accordance with company requirements.

Planned review date	31 December 2023
----------------------------	------------------

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	30 July 1996	31 December 2012
Revision	2	9 March 1999	31 December 2012
Review	3	30 May 2000	31 December 2012
Review	4	25 September 2006	31 December 2012
Review	5	18 March 2011	31 December 2021
Review	6	30 August 2018	N/A

Consent and Moderation Requirements (CMR) reference	0101
--	------

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Connexis Infrastructure ITO qualifications@connexis.org.nz if you wish to suggest changes to the content of this unit standard.