
Overview

This standard is about servicing, maintaining, and repairing operable partition wall systems to ensure they operate safely, interpreting, information, adopting safe, healthy, and environmentally responsible work practices, selecting and using materials, components, tools and equipment

This standard is for people working in the occupational area of operable partitions and can be used by operatives, supervisors, and managers

Performance criteria

You must be able to:

- P1 interpret the given information relating to the work and resources to confirm its relevance
- P2 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe and healthy work practices
- P3 select the required quantity and quality of resources for the methods of work
- P4 comply with organisational procedures to minimise the risk of damage to the work and surrounding area
- P5 comply with the given contract information to carry out the work efficiently to the required specification
- P6 complete the work within the allocated time, in accordance with the programme of work

Knowledge and understanding

Performance Criteria 1

Interpretation of information

You need to know and understand:

- K1 the organisational procedures developed to report and rectify inappropriate **information** and unsuitable **resources**, and how they are implemented
- K2 the types of **information**, their source and how they are interpreted
- K3 the organisational procedures to solve **problems** with the **information** and why it is important they are followed

Performance Criteria 2

Safe work practices

You need to know and understand:

- K4 current **legislation and official guidance** and how it is applied
- K5 the types of **fire extinguishers** and how and when they are used
- K6 how **emergencies** should be responded to and who should respond
- K7 the organisational **security procedures** for tools, equipment, and personal belongings
- K8 what the accident reporting procedures are and who is responsible for making the report
- K9 why, when, and how **health and safety control equipment** should be used
- K10 how to comply with environmentally responsible work practices to meet current **legislation and official guidance**

Performance Criteria 3

Selection of resources

You need to know and understand:

- K11 the characteristics, quality, uses, sustainability, limitations, and defects associated with the **resources** and how defects should be rectified
- K12 how the **resources** should be used and how any **problems** associated with the **resources** are reported
- K13 the organisational procedures to select **resources**, why they have been developed and how they are used
- K14 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

Performance Criteria 4

Minimise the risk of damage

You need to know and understand:

- K15 how to **protect work** from damage and the purpose of protection
- K16 why **disposal of waste** should be carried out safely and how it is achieved

Performance Criteria 5

Meet the contract specification

You need to know and understand:

- K17 how **methods of work**, to meet the specification, are carried out and **problems** reported
- K18 how **maintenance** of tools and equipment is carried out

Performance Criteria 6

Allocated time

You need to know and understand:

- K19 what the **programme** is for the work to be carried out in the estimated, allocated time and why deadlines should be kept

Additional Information

Scope/range related to performance criteria

Performance Criteria 1

- 1 interpret drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out

Performance Criteria 2

- 2 avoid of risk by complying with the given information relating to at least four of the following
 - 2.1 methods of work
 - 2.2 safe use of health and safety control equipment
 - 2.3 safe use of access equipment
 - 2.4 safe use, storage and handling of materials, tools, and equipment
 - 2.5 safe use of lifting equipment, accessories, and props
 - 2.6 specific risks to health
- 3 safe use of fire extinguishers, as appropriate to the fire

Performance Criteria 3

- 4 select resources associated with own work
 - 4.1 materials, components, and fixings
 - 4.2 tools and equipment
 - 4.3 consumables

Performance Criteria 4

- 5 protect the work and its surrounding area from damage
- 6 maintain a clear and tidy workspace
- 7 dispose of waste in accordance with current legislation

Performance Criteria 5

- 8 demonstrate work skills to lubricate, adjust, level, plumb, align, operate, dismantle replace and assemble
- 9 use and maintain tools, and equipment
- 10 service, maintain and repair operable partition wall systems including manual and/or automatic and/or semi-automatic to given working instructions for at least two of the following
 - 10.1 sliding and/or folding wall
 - 10.2 operable wall
 - 10.3 non-acoustic glass wall
 - 10.4 vertically rising wall
 - 10.5 accordion wall

Performance Criteria 6

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

Scope/range related to knowledge and understanding

Disposal of waste

- 1 environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations, and official guidance

Emergencies

- 2 operative's response to situations in accordance with organisational authorisation and personal skills when involved with
 - 2.1 fires, spillages, injuries
 - 2.2 emergencies relating to occupational activities

Fire extinguishers

- 3 water, CO₂, foam, powder, and their uses

Hazards

- 4 those identified by risk assessment, methods of work, manufacturers' technical information, statutory regulations, and official guidance

Health and safety control equipment

- 5 identified by the principles of prevention for occupational use, types and purpose of each type, work situations and general work environment
 - 5.1 collective protective measures
 - 5.2 local exhaust ventilation (LEV)
 - 5.3 personal protective equipment (PPE)
 - 5.4 respiratory protective equipment (RPE)

Information

- 6 drawings, specifications, schedules, method statements, risk assessments, manufacturers' information, official guidance, and current regulations associated with the installation, servicing, maintenance and repair of operable partition walls

Legislation and official guidance

- 7 operative's responsibilities regarding potential accidents, health hazards and the environment whilst working in the workplace, below ground level, in confined spaces, at height, with tools and equipment, with materials and substances, with movement and storage of materials by manual handling and mechanical lifting

Maintenance

- 8 operative checks and care of tools, and equipment

Methods of work

- 9 application of knowledge for safe and healthy work practices, procedures and skills relating to the method and area of work and materials used to
 - 9.1 identify system and source service, maintenance information, parts manuals, guides, electronic data, and cross reference
 - 9.2 identify requirements of periodic, scheduled and event-based servicing methods for partition systems
 - 9.3 position and erect supports
 - 9.4 secure and prop components ensure systems are safe for ongoing service, maintenance, and repairs
 - 9.5 use lifting equipment and accessories
 - 9.6 control and guide lifting appliances
 - 9.7 dismantle partition systems, parts and components
 - 9.8 recognise parts and components of operable partition wall systems
 - 9.9 store, protect and secure removed materials, parts and components
 - 9.10 clean parts and components
 - 9.11 diagnose and identify faults
 - 9.12 repair and replace faulty, damaged, worn, and unserviceable parts and components
 - 9.13 repair damaged materials
 - 9.14 assemble operable wall systems
 - 9.15 check power sources and supplies, as applicable to the isolator
 - 9.16 complete running and safe operation checks
 - 9.17 recognise and determine when specialist skills and knowledge are required and report accordingly
 - 9.18 complete reports and debrief client
 - 9.19 identify and follow the installation quality requirement
 - 9.20 work with, around and in close proximity to plant and machinery
 - 9.21 use tools, and equipment
 - 9.22 work at height
 - 9.23 use access equipment
- 10 teamwork and communication
- 11 needs of other occupations associated with servicing, maintaining and repairing operable partition wall systems

Problems

- 12 those arising from information, resources and methods of work
 - 12.1 own authority to rectify
 - 12.2 organisational reporting procedures

Programme

- 13 types of productivity targets and time scales how times are estimated
- 14 organisational procedures for reporting circumstances which will affect the work programme

Protect work

- 15 protect work against damage from general workplace activities, other occupations and adverse weather conditions

Resources

- 16 materials, components, and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist
 - 16.1 measuring and levelling equipment
 - 16.2 materials
 - 16.3 adhesives and fillers
 - 16.4 fittings and fixings
 - 16.5 consumables
 - 16.6 tools, and/or portable powered tools and equipment
- 10 confirm resources and materials conform with the specification
- 11 methods of calculating quantity, length, area, and wastage associated with the method and procedure to service, maintain and repair operable partition wall systems

Security procedures

- 12 site, workplace, company and operative, vehicles

COSVR820 Service, maintain and repair operable partition wall systems

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