

## Overview

This standard covers the need to identify and plan the use of resources to meet work requirements in fenestration installation. The work could be in relation to windows and doors, conservatories, or curtain walling systems. You will need to identify exactly what is required, and what resources should be used to achieve it as well as making sure that all the resources, including people, are used effectively to deliver work requirements. It is also important to monitor how the resources are used, and how the progress of the work is being maintained.

This standard is for you if you work in the Fenestration Industry and are involved in resource planning of on site installation work

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## Performance criteria

### *You must be able to:*

1. comply with health and safety requirements and procedures at all times
2. obtain and confirm work instructions from relevant sources
3. select options for achieving work requirements to meet specifications
4. identify and confirm resources required to meet specifications following safe working practices and legislation
5. use appropriate communication methods to ensure resource needs are clear and known to relevant people
6. devise schedules of work that identify each work task to be completed following safe working practices and standard operating procedures
7. provide information on work schedules to relevant people using appropriate communication methods
8. monitor provision and use of materials and other resources against specifications
9. identify any problems relating to work and progress of work and deal with them following standard operating procedures
10. monitor work against work schedules and record information on progress in appropriate information systems

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## Knowledge and understanding

### *You need to know and understand:*

1. relevant health and safety responsibilities and obligations 2. relevant health and safety procedures that need to be followed 3. what work has to be done to meet different requirements 4. equipment, materials, and work procedures used for different jobs 5. how to devise effective schedules of work 6. how to monitor the progress of work 7. how to identify resources required for different types of work and how to ensure they are available 8. how and why to monitor resources being used 9. standard operating procedures for different activities and how to obtain information on them 10. types of problems that could occur 11. how to deal with problems

GQAFEN2L

Plan and monitor resources for use in fenestration installation LEGACY



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**Relevant Occupations** Glaziers Window Fabric and Fitters

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**Suite** Fenestration Installation

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