
Overview

This standard is about inspecting the project by using the project drawings and specifications to assess the workmanship and materials are to the required Quality Standards, e.g. Codes of Practice and British Standards etc., implementing and managing systems of inspection routines, progress monitoring, verifying and certifying compliance with project requirements, recording and reporting failures and non-compliance items

This standard is for people working in the occupational area of site inspection and can be used by technicians, supervisors and managers

Performance criteria

You must be able to:

Inspect project against agreed quality standards

- P1 identify from project information the specified **quality standards** and ensure they are adhered to by the **personnel** for their implementation
- P2 identify and record conflicting information within project documentation including statutory and legal requirements and refer to decision makers
- P3 suggest amendments to the project **quality standards** and specifications and record them accurately
- P4 ascertain which individuals have responsibility for maintaining **quality standards**
- P5 implement and manage **systems** for inspecting and controlling the quality of **work** and record and report the outcomes
- P6 verify that **work** conforms to the design requirements and the specified **quality standards**
- P7 identify and record **work** which fails to comply with specified **quality standards**
- P8 agree a timeframe for rectification of non-compliance to specified **quality standards** and notify decision makers accordingly
- P9 inform decision makers about significant variance in **quality standards**, which may impact on **programme**, cost and safety.

Monitor project progress against agreed programmes

- P10 implement and manage **systems** to monitor and record the progress of the project against the agreed **programmes**
- P11 verify progress information and report to decision makers
- P12 identify and verify deviations from planned progress and report to decision makers
- P13 suggest options to optimise project progress efficiencies and inform decision makers

Verify certification for project requirements

- P14 justify and support **certification** decisions with valid evidence

Knowledge and understanding

You need to know and understand:

Inspect project against agreed quality standards

- K1 what to identify as specified **quality standards** e.g. Codes of Practice and British Standards etc. (understanding)
- K2 what to identify as conflicting information within the project documentation including statutory and legal requirements and how it is reported to decision makers (understanding)
- K3 how to verify that **quality standards** are adhered to by the **personnel** responsible for their implementation (application)
- K4 how to identify non-compliances with **quality standards**, agree a timeframe for rectifications and then notify decision makers (application)
- K5 how to identify and inform decision makers of significant variance in **quality standards** and how they impact on **programme**, cost and safety (application)
- K6 how to inform and record amendments to the project quality requirements and specifications (application)
- K7 the responsibilities which individuals have for maintaining **quality standards** (evaluation)
- K8 how and why to suggest amendments to the project quality requirements and specifications (evaluation)
- K9 how to verify that **work** conforms to the design requirements and the specified **quality standard** (application)
- K10 how to implement and manage **systems** for inspecting and controlling the quality of **work** and record and report the outcomes (application)

Monitor project progress against agreed programmes

- K11 how to implement and manage **systems** to monitor the progress of the contract against the agreed programmes, and present to decision makers (application)
- K12 how and why to quantify any **deviations** from planned progress (analysis)
- K13 how to identify and investigate any **deviations** from planned progress and report to decision makers (application)
- K14 how and why to suggest options to optimise cost, time and safety efficiencies and report to decision makers (synthesis)

Verify certification for project requirements

K15 how to verify **work** against the project requirements and record any variations (application)

K16 how and why to justify and support **certification** decisions with valid evidence (evaluation)

K17 how to notify decision makers in cases of non-compliance (application)

Scope/range**Inspect project against agreed quality standards****1 Quality standards** – using the following four mandatory benchmarks:

- 1.1 statutory requirements
- 1.2 project specifications
- 1.3 British Standards
- 1.4 Codes of Practice

Plus at least one of the following:

- 1.5 International Standards
- 1.6 organisational standards
- 1.7 trade advisory guidance and best practice

2 Personnel:

- 2.1 the client
- 2.2 contractors
- 2.3 consultants
- 2.4 sub-contractors
- 2.5 manufacturers
- 2.6 end user

3 Systems:

- 3.1 visual inspection
- 3.2 comparison with design requirements
- 3.3 comparison with standard documentation
- 3.4 checking manufacturers documentation
- 3.5 checking delivery/waste transfer notes
- 3.6 sampling and mock-ups
- 3.7 test monitoring
- 3.8 site inspection reports
- 3.9 contactor's reports
- 3.10 site meetings
- 3.11 dimension audits
- 3.12 BIM

4 Work:

- 4.1 materials, components and their use
- 4.2 methods of construction
- 4.3 completed elements
- 4.4 specialist systems

Monitor project progress against agreed programmes

5 Systems to monitor and record:

- 5.1 visual inspection
- 5.2 resource records
- 5.3 site inspection reports
- 5.4 contractor's reports
- 5.5 records of actual work against programmed work
- 5.6 climate reports
- 5.7 site meeting records
- 5.8 comparison with project requirement

6 Programmes:

- 6.1 bar and Gannt charts
- 6.2 network analysis
- 6.3 critical path
- 6.4 action lists
- 6.5 method statements

7 Deviations:

- 7.1 resource shortages
- 7.2 design problems and constraints
- 7.3 industrial disputes
- 7.4 lack of essential construction information
- 7.5 construction errors
- 7.6 inclement weather
- 7.7 physical constraints
- 7.8 legal
- 7.9 social
- 7.10 environmental
- 7.11 contract variations

- 7.12 political
- 7.13 economic
- 7.14 sociological
- 7.15 technological

Verify certification for project requirements

8 Documents relating to:

- 8.1 contract criteria
- 8.2 costs
- 8.3 quantity
- 8.4 quality
- 8.5 progress
- 8.6 as built data

9 Personnel responsible:

- 9.1 the client
- 9.2 contractor
- 9.3 consultants
- 9.4 sub-contractors
- 9.5 suppliers

10 Certification:

- 10.1 non-conformance
- 10.2 dayworks
- 10.3 schedule of defects
- 10.4 rectify defects
- 10.5 practical completion

Monitor projects

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