

# Nepal Industrial and Business Sector Occupational Standard (OS) of Scaffolder Level-2



In jointly implemented by



## **Occupational classification linkage with NSCO**

**Occupational Title: Scaffolder**

**Level: 2 (Foreman Level)**

**Sector: Construction**

**Sub – Sector: Building and Infrastructure construction.**

**OS ID No: CT-001-078**

**Major Group: 7**

**Sub-major Group: 1**

**Minor Group: 711**

**Unit Group: 7119**

**Occupation Specific Employers Panel:**

S.N.	Name	Designation	Organization
1.	Ram Sewak Mahato	Engineer	Ujjawal Construction Company
2.	Ananda Baral	Managing Director	Devchuli Construction
3.	Kashi Poudel	Manager	CE Construction
4.	Mahesh Bhatta	Senior Engineer	Samanantar Nirman Sewa
5.	Sushil Kumar Shrestha	Managing Director	Kumar Shrestha Nirman Sewa
6.	Basanta Bahadur Chand	Director	C.A.B. Construction Pvt. Ltd.
7.	Jay Prakash Poudel	Proprietor	J.P. Construction
8.	Bhim Pal	Managing Director	KS Construction Pvt. Ltd.
9.	Jayram Lamichhane	Managing Director	Swachhanda Nirman Sewa Pvt. Ltd.
10.	Jabin Kakshapati	Proprietor	Bhagwati Construction
11.	Bikash Malla	Managing Director	Prera Nirman Sewa P. Ltd.

**Occupation Specific Expert Workers Panel:**

S.N.	Name	Designation	Organization
1.	Arjun Kumar Rai	Scaffolder worker	Samanantar Nirman Sewa
2.	Kumar Roka	Senior Supervisor Scaffolder	CE Construction
3.	Khadga Bdr. Dangi	Site Incharge	Basanta Construction
4.	Ram Kumar Chaudhary	Scaffolder Technician	SSP Construction & Housing Pvt. Ltd
5.	Amar Kumar Mahato	Scaffolder Technician	Rasuwa Construction
6.	Bhubaneshwor Mahato	Scaffolder Technician	Rasuwa Construction
7.	Tirtha Chaudhary	Scaffolder Technician	Tundi Construction
8.	Ram Bahadur Chaudhary	Scaffolder Technician	Tundi Construction
9.	Subhakar Chaudhary	Scaffolder Technician	Tundi Construction
10.	Amar Shrestha	Scaffolder worker	Samanantar Nirman Sewa
11.	Elben Joshi	Scaffolder Technician	Samanantar Nirman Sewa
12.	Sher Bahadur Bishwokarma	Scaffolder Supervisor/ Trainer	

**OS Development Workshop facilitated by:**

S.N.	Name	Designation	Organization
1.	Raju Bajracharya	Facilitator	Freelance
2.	Yubak Raj Ghimire	Co-facilitator/Recorder	Freelancer

**OS Reviewed by ELMS Construction Sector Working Group:**

S.N.	Name	Designation	Representation (Organization)
1.	Mr. Gore Sherpa	General Secretary	FNCCI (IPAAN)
2.	Mr. Saurav Sharma	Member	CNI
3.	Mr. Satya Narayan Prajapati	Treasurer	FNCSI
4.	Mr. Santosh Shah	Executive board member	FCAN
5.	Mr. Ramesh Man Shakya	Construction Sector Expert	ELMS

**OS Verified by ELMS Technical Advisory Committee:**

S.N.	Name	Designation	Organization
1.	Dr. Mahesh Nath Parajuli	Professor	KU
2.	Mr. Kul Bahadur Phadera	Under secretary	MoEST
3.	Mr. Pravat Uprety	Associate Professor	TU
4.	Mr. Kishor KC	Statistics Officer	CBS
5.	Ms. Sharada Ghimire	Deputy Director	CTEVT, Curriculum Division
6.	Mr. Keshab Ghimire	Deputy Director	CTEVT, NSTB

**OS Recommended by ELMS Coordination Committee:**

S.N.	Name	Designation	Organization
1.	Mr. Rabin Kumar Shrestha	Focal Person/Ex EC Member	FNCCI
2.	Mr. Sumit Kumar Kedia	Executive Committee Member	FNCCI
3.	Mr. Birendra Raj Pandey	Vice President	CNI
4.	Ms. Megh Nath Neupane	Senior Consultant	CNI
5.	Ms. Shobha Gurung	Vice President	FNCSI
6.	Mr. Mohan Katuwal	Vice President	FNCSI
7.	Mr. Binayak Shah	Senior Vice President	HAN
8.	Mr. Sajjan Shakya	Secretary General	HAN
9.	Mr. Nicholas Pandey	Senior Vice President	FCAN
10.	Mr. Roshan Dahal	General Secretary	FCAN

## OS Approved by ELMS Board:

S.N.	Name	Designation	Organization
1.	Mr. Shekhar Golchha	President	FNCCI
2.	Mr. Vishnu Kumar Agarwal	President	CNI
3.	Mr. Shyam Prasad Giri	President	FNCSI
4.	Ms. Srijana Rana	President	HAN
5.	Mr. Rabi Singh	President	FCAN
6.	Mr. Chandra Kanta Adhikari	Member Secretary	ELMS

### Occupational Description:

Scaffolders erect and dismantle temporary metal/bamboo scaffolding on structures and building sites, so that other people can work at height and carry out their jobs safely. Scaffolders may set up scaffolding around a structure, or inside a building undergoing construction, renovation or demolition.

Scaffolders are responsible for erecting, dismantling and maintaining of various types of scaffold; including system scaffold, staircase tower and mobile tower scaffolds at specified heights. They need interpreting engineering drawing, material and equipment preparation, clamping to different shape and size, operating hand tools and equipment to joints in different position, assemble and dismantle different members like: bracing, runner, ledger, rail, putlog etc. This technician is also responsible to take care of tools equipment, environmental safety, keeping workspaces hazard free, walkways clear from debris and litter.

The scaffolders should have good knowledge of safe working practices and procedures while working at heights. They shall have to have good skills and technical knowledge about erecting tubular structures: railings, barricade, staircase, wall tying to save scaffolds with building wall and columns; cup-lock and ring-lock systems; the materials being used and best practices in the field.

Till the date, workers enter as a labor without prior skills and technical knowledge and after apprenticeship of few months or years they became a semi-skilled worker. Currently, metal fabrication business in the country is widening and the investors of this sectors are facing shortage of skilled work force for the extension of their business. So this occupation is blooming and has high demand in urban and semi-urban areas of the country.

The occupation **Scaffolder Level-2 (Foreman Level)** describes the individual with required knowledge for applying basic method of performance, knowledge to select tools, equipment and materials appropriate for the given task. He/she possess the ability to apply basic theory and principle of the common duties and tasks to solve the given assignment. Further, the scaffolder has ability to act independently in simple core skills and can work under the supervision of supervisor for some higher level of tasks to ensure the technicality as a co-worker. The scaffolder supervises assistant worker and labour in the team. Nepal's industrial & business sector expects Individual having set level of skills, knowledge and attitudes which reflect for the improvement of production/services and workers' productivity.

### Occupational and environmental safety:

In construction sites, the specific storage area is required. But in most cases there is a limited space and scaffold materials are scattered at site creating unpleasant environment. During erecting and dismantle of scaffold, it creates noise pollution at the scaffold site. Likewise, use of poor quality scaffold materials and poorly maintained scaffold members cause the accidents. Hence, daily assessment of working sites is required to minimize the injuries, casualty and damage of scaffold materials.

### Minimum Job Entry Requirement:

As per the labour law the Nepalese citizen aged 18 years and above and competent as per this occupation standards are eligible to enter in this occupation. To cope the required knowledge and tasks performance standard of this occupation 10<sup>th</sup> grade graduates or equivalent qualification are suggested to enter in the skills and knowledge impartation courses.

### Worker's traits:

The scaffolder is expected to be physically fit and shall be able to work across various locations and height withstanding extreme condition while working. The scaffolder shall be organized, diligent, methodical and able to implement and maintain safety practices. The scaffold shall have independent ability to take quick decisions and have good communication skills and shall be able to work within a team to handle various scaffolding tools and materials and shall own and bear work responsibility within defined limit.

Additionally, having good sense of humor, disciplined and positive attitudes, prompt responsive to the assignment, good team players, high level of passionate, courteous, willing to work at height with few tools and equipment, creative in cuplock and ringlock technology, willing to work in blue-collar environment of different scaffoldings, individual having friendly behaviors, good interpersonal skills and exhibiting strong organizational loyalty and professional ethics are essential attributes needed to enter in this occupation.

### Occupational career path:

- **Above the Position-** Scaffold foreman or Quality Control Scaffolders – Level 3 (Supervisor Level)
- **Current Position-** Scaffolders – Level 2 (Foreman Level)
- **Below the Position-** Scaffold helper - Level1 (Assistant Level)

### Abbreviation used:

Task Level	Rating number and their meaning
Significance	: 1- Important; 2-Moderately important; 3-Highly important
Ease	: 1- Easy; 2-Moderately easy; 3- Very easy
Occurrence	: 1-Rarely occurred; 2-Moderately occurred; 3-Frequently occurred

N/A	: Not Applicable
OS	: Occupation Standard
FNCCI	: Federation of Nepalese Chambers of Commerce & Industry
CNI	: Confederation of Nepalese Industries
FNCSI	: Federation of Nepali Cottage & Small Industries
FCAN	: Federation of Contractors' Associations of Nepal
HAN	: Hotel Association Nepal
ELMS	: Employers Led Market Secretariat
SWG	: Sector Working Group
TAC	: Technical Advisory Committee
SOP	: Standard Operating Procedure
KU	: Kathmandu University
MoEST	: Ministry of Education, Science & Technology
TU	: Tribhuvan University
CBS	: Central Bureau of Statics
CTEVT	: Council of Technical Education and Vocational Training
NSTB	: National Skill Testing Board
Div.	: Division
PPE	: Personal Protective Equipment
Prof.	: Professor

## List of Duties and Tasks of the Scaffolder: Level-2 (Foreman Level)

Soft Skills Area			
SN	Duty statements	Task No	Task statements
1.	Demonstrate Positive Attitudes	1.	Manage time for occupational assignment
		2.	Exhibit empathy with customer and team members
		3.	Apply the work ethics of scaffolder
		4.	Respond assignment
		5.	Give/ Receive feedback and feed forward
2.	Exhibit Interpersonal Skills	6.	Listen customers' demands, complaints and other information
		7.	Communicate with others about products and services
		8.	Coordinate with customers, team members and stakeholders
		9.	Perform net-working with customers, team and stakeholders
3.	Demonstrate Occupational Leadership	10.	Exhibit behavior of team player among the members
		11.	Make decision at different situation of the occupation
		12.	Solve problem encountered in the occupation
		13.	Take responsibility and accountability of the assignment
		14.	Develop work plan of scaffolder
Core Skills Area			
SN	Duty statements	Task No	Task statements
4.	Apply Safety Protocol	15.	Apply constructional environment safety
		16.	Apply personal safety measures
		17.	Apply scaffold safety
		18.	Conduct toolbox talk (safety meeting)
		19.	Perform lifeline hooking
		20.	Tie up safety net
		21.	Secure scaffold site from electrical transmission lines
5.	Interpret Scaffold Drawing	22.	Interpret scaffold drawing
		23.	Estimate quantity of scaffold tool, equipment, machine and materials
		24.	Submit demand list of the scaffold materials
		25.	Verify the scaffold tools, equipment and materials
6.	Measurement and Inspection	26.	Inspect scaffold site
		27.	Report scaffold site visit to supervisor verbally
		28.	Take measurement (length, breadth and diagonal) of scaffold site
7.	Erect Scaffold	29.	Layout for scaffold erection
		30.	Level the uneven ground
		31.	Set scaffold footing
		32.	Assemble vertical post
		33.	Assemble Base lift
		34.	Perform wall tie
		35.	Setup diagonal bracing
		36.	Tie-up board barrier putlog
		37.	Assemble scaffold platform
		38.	Prepare ladder access
		39.	Tie-up guardrail (railing)
8.	Execute Handover	40.	Inspect the completed/prepared scaffold
		41.	Perform modification of scaffold
		42.	Maintain the scaffold
9.	Dismantle Scaffold	43.	Untie/remove safety net
		44.	Dismantle guardrail rail
		45.	Dismantle platform
		46.	Dismantle wall tie
		47.	Dismantle ladder access
		48.	Remove Transom
		49.	Untie horizontal ledger / runner
		50.	Untie diagonal bracing
		51.	Remove vertical post
		52.	Remove baseplate and sole board
		53.	Segregate the scaffolding materials
10.	Manual Handling and Storage	54.	Transfer the scaffold material
		55.	Arrange temporary store at scaffold site
		56.	Store tools, equipment and machineries
		57.	Develop forms and format for record keeping
		58.	Keep inventory of the tools and equipment

## Task Competency Standard

Soft Skills Area:			
<b>Task number:</b>	<b>1</b>		
<b>Task statement:</b>	<b>Manage time for occupational assignment</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition</b> <ul style="list-style-type: none"> <li>Regular duty hours and work plan</li> </ul> <b>Task:</b> Manage time for occupational assignment <b>Time:</b> NA <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>The daily work is started and ended as per given work plan (exhibited punctuality);</li> <li>The work activities are performed as per the given work plan;</li> <li>The task is completed within the given time frame.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of time management,</li> <li>Work priority and rescheduling as per the urgency;</li> <li>Points to be consider while managing time during duty hours.</li> </ul>		

<b>Task number:</b>	<b>2</b>		
<b>Task statement:</b>	<b>Exhibit empathy with customers and team members</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	2	2	1
<b>Terminal performance standard</b>	<b>Given Condition</b> <ul style="list-style-type: none"> <li>Any incident (problems, awkward situation or unusual situation) of customer or team members.</li> </ul> <b>Task:</b> Exhibit empathy with customers and team members. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Feelings (body language, gesture, posture, facial expression) are expressed as per the given incident during the performance;</li> <li>Acted accordingly as per the feelings.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance empathy;</li> <li>Different situations for empathy;</li> <li>Points to be considered while exhibiting empathy.</li> </ul>		

<b>Task number:</b>	<b>3</b>		
<b>Task statement:</b>	<b>Apply the work ethics of the Scaffolder</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Occupational ethics and code of conduct of organization or Standard operating procedure (SOP).</li> </ul> <b>Task:</b> Apply the work ethics of the scaffolder. <b>Time:</b> NA <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Organisational code of conduct and occupational ethics are followed;</li> <li>Standard Operating Procedure (SOP) is followed;</li> <li>The confidentiality of the information is maintained;</li> <li>The performer is satisfied and motivated in the occupation.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance work ethics;</li> <li>Occupational work ethics;</li> <li>Code of conducts of organization or SOP.</li> </ul>		

<b>Task number:</b>	<b>4</b>		
<b>Task statement:</b>	<b>Respond assignment</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Any assignment or task order.</li> </ul> <b>Task:</b> Respond assignment. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>The task is responded promptly;</li> <li>The given assignment is noted;</li> <li>The given assignment is completed within the agreed time.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Types of work and urgency;</li> <li>Importance of timely response;</li> <li>Time requirement of given assignment;</li> <li>Methods of dealing with stakeholders.</li> </ul>		

<b>Task number:</b>	<b>5</b>		
<b>Task statement:</b>	<b>Give/Receive feedback and feed forward</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition</b> <ul style="list-style-type: none"> <li>Any assignment or task order.</li> </ul> <b>Task:</b> Give/Receive feedback and feed forward. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>The feedback is listened actively;</li> <li>The feedback and feed forward given is noted;</li> <li>Feedback is started with positive part of the performance;</li> <li>Constructive feedback is given objectively and specific;</li> <li>Digestible amount of feedback is given.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of feed forward and feedback;</li> <li>Types of feedback;</li> <li>Techniques of giving and receiving feed forward and feedback.</li> </ul>		

<b>Task number:</b>	<b>6</b>		
<b>Task statement:</b>	<b>Listen customers demand, complaints or others information</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition</b> <ul style="list-style-type: none"> <li>Customer or team member is complaining / reporting/providing other information.</li> </ul> <b>Task:</b> Listen customers demand, complaints or others information. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Complaints/ demand and information is listened actively;</li> <li>Response (nodding the head) is exhibited during active listening;</li> <li>Questions are asked for clarification;</li> <li>Complaints/demands and/or other information are clearly noted;</li> <li>Reporter or complainant is satisfied with scaffolder's listening skills.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Importance of active listening;</li> <li>Differences between active listening and hearing;</li> <li>Techniques of active listening.</li> </ul>		



<b>Task No:</b>	<b>7</b>		
<b>Task statement:</b>	<b>Communicate with others about products and services</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition</b> <ul style="list-style-type: none"> <li>Information about products and services to be communicated;</li> <li>Audience or stakeholders.</li> </ul> <b>Task:</b> Communicate with others about products and services. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Voice is clear and audible;</li> <li>Vocal is pleasant;</li> <li>Visual expressions are natural;</li> <li>Information communicated is concise and complete.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of effective communication;</li> <li>Effective communication model;</li> <li>Types of communication;</li> <li>Means of communication;</li> <li>Techniques of effective communication.</li> </ul>		

<b>Task number:</b>	<b>8</b>		
<b>Task statement:</b>	<b>Coordinate with customers, team members and stakeholders</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition</b> <ul style="list-style-type: none"> <li>Agenda or issue or information to be coordinated;</li> <li>Team members or relevant stakeholders;</li> <li>Means of coordination.</li> </ul> <b>Task:</b> Coordinate with customers, team members and stakeholders. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>The given agenda, issues or information is shared with respective customers, team members and stakeholders;</li> <li>The customers, team members and stakeholders are identified as per given the target receivers;</li> <li>Coordination is done based on the given means of coordination.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance coordination;</li> <li>Means of coordination;</li> <li>Techniques of effective coordination.</li> </ul>		

<b>Task number:</b>	<b>9</b>		
<b>Task statement:</b>	<b>Perform net-working with customers, team and stakeholders</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	1	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Assignment and</li> <li>Job description.</li> </ul> <b>Task:</b> Perform net-working with customers, team and stakeholders. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>List of customers and stakeholders are prepared;</li> <li>Necessary communication and coordination are made with customers, team and stakeholders;</li> <li>Service delivery met the standard of the organization;</li> <li>Additional service procurement is easily available.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of networking;</li> <li>Means of networking;</li> <li>Techniques of effective networking.</li> </ul>		

<b>Task number:</b>	<b>10</b>		
<b>Task statement:</b>	<b>Exhibit behavior of team player among the members</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	2	1	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>• Assignment and</li> <li>• Working team.</li> </ul> <b>Task:</b> Exhibit behavior of team player among the members. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>• Team members are encouraged;</li> <li>• Ownership of the work is taken collectively;</li> <li>• Cooperative and assertiveness is possessed in the team;</li> <li>• Responsibilities and accountabilities are taken.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Meaning and importance of team work;</li> <li>• Characteristics of good team player;</li> <li>• Phases of team formation;</li> <li>• Tips of effective team work.</li> </ul>		

<b>Task number:</b>	<b>11</b>		
<b>Task statement:</b>	<b>Make decision at different situation of the occupation</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>• Any assignment with possible unusual situation during the process and problem or case and time frame.</li> </ul> <b>Task:</b> Make decision at different situation of the occupation. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>• Decision is taken within given time frame;</li> <li>• Desired result is achieved;</li> <li>• Decision has considered efficient use of time, money and resources.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Meaning and importance of decision making;</li> <li>• Simple decision making process.</li> </ul>		

<b>Task number:</b>	<b>12</b>		
<b>Task statement:</b>	<b>Solve problem encountered in the occupation</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>• Any problem or case and time frame.</li> </ul> <b>Task:</b> Solve problem encountered in the occupation. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>• Problem is analyzed;</li> <li>• Possible solutions are identified;</li> <li>• Effective solution is selected;</li> <li>• Solution has considered efficient use of time, money and resources;</li> <li>• Problem is solved in given time frame;</li> <li>• Desired result is achieved.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Meaning and importance of problem solving;</li> <li>• List of potential problems in the scaffolding;</li> <li>• General problem solving techniques.</li> </ul>		

<b>Task number:</b>	<b>13</b>		
<b>Task statement:</b>	<b>Take responsibility and accountability of the assignment</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Assignment;</li> <li>Job description.</li> </ul> <b>Task:</b> Take responsibility and accountability of the assignment. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>All team members exhibited dedication to the assignment;</li> <li>Every member has taken their respective responsibilities and attempted to complete the assignment;</li> <li>The assignment is completed in time;</li> <li>The ownership of the results of the assignment are taken collectively.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of responsibility and accountability for scaffolder.</li> </ul>		

<b>Task No:</b>	<b>14</b>		
<b>Task statement:</b>	<b>Develop work plan</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>List of tasks and their priority order;</li> <li>Planning forms and format;</li> <li>Job description.</li> </ul> <b>Task:</b> Develop work plan. <b>Time:</b> N/A <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Plan is developed as per given task;</li> <li>Planning is done in given forms and formats;</li> <li>Activities are listed sequentially in the given forms and format;</li> <li>The start time and end time of every activity is mentioned;</li> <li>The responsible person for the activity is mentioned in the plan;</li> <li>The work plan has considered efficient use of resources (time, money, and people).</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of planning and its importance;</li> <li>Different planning tools and points to be considered while planning.</li> </ul>		

<b>Core Skills Area</b>			
<b>Task number:</b>	<b>15</b>		
<b>Task statement:</b>	<b>Apply constructional environment safety</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Working site or location and scaffold drawing.</li> </ul> <b>Task:</b> Apply constructional environment safety. <b>Time:</b> 30 minutes /site (varies depending on the site area). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Site is barricaded by yellow and black color marked black pipe;</li> <li>Safety awareness notice board is hanged;</li> <li>Special area of site is barricaded with warning tape;</li> <li>Temporary gateway is fabricated/installed.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of construction and environmental safety;</li> <li>Barricading meaning and its importance;</li> <li>Materials used for barricading;</li> <li>Linear measurement, drawing and its importance;</li> <li>Interpretation of scaffold drawing and its different views;</li> <li>Reading dimensions and size of scaffold elements in the drawing.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE (hard hat helmet, steel toe shoes, gloves, high visibility jacket).</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Steel hammer, concrete nail, safety signal board, warning tape, PPE (hard hat helmet, steel toe shoes, gloves, high visibility jacket).</li> </ul>		

<b>Task number:</b>	<b>16</b>		
<b>Task statement:</b>	<b>Apply personal safety measures</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>• Assignment for scaffold construction;</li> <li>• Site or location for scaffold construction.</li> </ul> <b>Task:</b> Apply personal safety measures. <b>Time:</b> 10 minutes /per person. <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>• Yellow hard hat helmet is put on;</li> <li>• Leather gloves and steel toe shoes are worn;</li> <li>• High visibility jackets are put on;</li> <li>• Full body harness is used;</li> <li>• Black goggles are worn to work at sunlight;</li> <li>• Waist tool belt is tied up;</li> <li>• Coverall is worn.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Different types of hazards in scaffolding;</li> <li>• Meaning and importance of personal protective equipment (PPE);</li> <li>• Procedure for using PPE.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>• Apply PPE.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>• PPE (yellow hard hat helmet);</li> <li>• Steel toe shoes;</li> <li>• High visibility jacket;</li> <li>• Black goggles;</li> <li>• Leather gloves;</li> <li>• Waist tool belt;</li> <li>• Full body harness, coverall.</li> </ul>		

<b>Task number:</b>	<b>17</b>		
<b>Task statement:</b>	<b>Apply scaffold safety</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>• Site or location of sampling;</li> <li>• Land area to be covered;</li> <li>• Erecting scaffolds.</li> </ul> <b>Task:</b> Apply scaffold safety. <b>Time:</b> 30 minutes /scaffold. <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>• Scaffold is supported by rocker base;</li> <li>• Scaffold is connected to fan lift;</li> <li>• Scaffold is supported by reveal tie.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Meaning and importance of scaffold safety;</li> <li>• Meaning and importance of fan lift and support tie;</li> <li>• Different procedure of securing scaffolds.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>• Handle the tools safely;</li> <li>• Apply PPE.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>• PPE;</li> <li>• Paper;</li> <li>• Permanent marker;</li> <li>• Stapler;</li> <li>• Spade;</li> <li>• Soil auger;</li> <li>• Khurpi;</li> <li>• Poly bag;</li> <li>• Plastic sheet.</li> </ul>		

<b>Task number:</b>	<b>18</b>		
<b>Task statement:</b>	<b>Conduct toolbox talk (safety meeting)</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Site or location for scaffold construction;</li> <li>Scaffold drawing;</li> <li>Supervisor's instruction (if any).</li> </ul> <b>Task:</b> Conduct toolbox talk (safety meeting). <b>Time:</b> 15 minutes /meeting. <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Discussion and clear instruction are given on environmental safety, personal safety, working at height, working at confined space, slip, trips and falls;</li> <li>Responsibilities are distributed among team members;</li> <li>Communication channels are communicated to all team members.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of secured construction environment;</li> <li>Tool box talk and its importance;</li> <li>Points needed to be discussed and instructed in the tool box talk;</li> <li>Communication model and its application in team.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE (yellow hard hat helmet, steel toe shoes, leather gloves, high visibility jacket, black goggles, full body harness, coverall).</li> </ul>		

<b>Task number:</b>	<b>19</b>		
<b>Task statement:</b>	<b>Perform lifeline hooking</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Assignment of scaffolding;</li> <li>Site or location for scaffold construction.</li> </ul> <b>Task:</b> Perform lifeline hooking. <b>Time:</b> 30 minutes / lifeline hooking. <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>18 G steel wire is used in hook;</li> <li>Vertical and horizontal life line are hooked;</li> <li>Life line is tied with several mid supports.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of life line hooking and its importance;</li> <li>Procedure for hooking life line;</li> <li>Steel wire and its types of gauges;</li> <li>Use of steel wire in scaffolding.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Handle the tools safely, apply PPE.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE, safety life line (16 gauge wire).</li> </ul>		

<b>Task number:</b>	<b>20</b>		
<b>Task statement:</b>	<b>Tie up safety net</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Site or location for constructing scaffold;</li> <li>Erected scaffold and scaffold drawing.</li> </ul> <b>Task:</b> Tie up safety net. <b>Time:</b> 30 minutes / one safety net <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Safety net is tied up covering all working area as per the given drawing;</li> <li>Safety net is tied up with several mid supports and is free from tearing.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of safety net;</li> <li>Quality of safety net;</li> <li>Standard procedure for fixing safety net;</li> <li>Tools and materials required for fixing safety net.</li> </ul>		

<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Handle the tool safely, apply PPE.</li> </ul>
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE;</li> <li>Rope;</li> <li>Safety net.</li> </ul>

<b>Task number:</b>	<b>21</b>		
<b>Task statement:</b>	<b>Secure scaffold site from electrical transmission lines</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold site with transmission lines;</li> <li>Site observation report.</li> </ul> <p><b>Task:</b> Secure scaffold site from electrical transmission lines.</p> <p><b>Time:</b> N/A</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Condition of electrical transmission line near the scaffold site is communicated to the senior;</li> <li>Safety measure adopted during the performance;</li> <li>An electrical transmission line is fenced on the scaffold site.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of transmission line, electrical hazards and its types;</li> <li>Safety measures for electrical hazards;</li> <li>Ways of securing scaffold site from transmission lines.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE.</li> </ul>		

<b>Task number:</b>	<b>22</b>		
<b>Task statement:</b>	<b>Interpret scaffold drawing</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffolding drawing.</li> </ul> <p><b>Task:</b> Interpret scaffold drawing.</p> <p><b>Time:</b> 60 minutes /drawing.</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Measurement (length, breadth and height) of scaffold members are noted from the given drawing;</li> <li>Scaffold type is identified;</li> <li>No of storey's of scaffold are identified;</li> <li>Different scaffold members and its quantity are identified from the given drawing</li> <li>The interpretation made by the performer is matched with observation of the supervisor.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of scaffold and its different members;</li> <li>Types of scaffold;</li> <li>Drawing meaning and its types;</li> <li>Plan, elevation, section, isometric view and details of the scaffold members;</li> <li>Standard size and specification (length, breadth and height) of the scaffold members;</li> <li>Dimensions (length, breadth and height) of the scaffold members in the drawing;</li> <li>Direction and front elevation of the scaffold.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Measuring scale;</li> <li>Note book;</li> <li>Pencil.</li> </ul>		

<b>Task number:</b>	<b>23</b>		
<b>Task statement:</b>	<b>Estimate quantity of scaffold materials</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Standard forms and formats for quantity estimate.</li> </ul> <b>Task:</b> Estimate quantity of scaffold materials. <b>Time:</b> 60 minutes/scaffold (depends on types and complexity of scaffold members). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Quantity of scaffold tools, equipment, and materials are calculated from the given drawing;</li> <li>Quantity are calculated separately for each scaffold tools, equipment, and materials;</li> <li>Quantity estimates are calculated in given standard format;</li> <li>Estimated quantities are matched with the quantities estimated by the supervisor.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Concept and methods of quantity estimate;</li> <li>Info on latest scaffold tools, equipment, and materials;</li> <li>Filling Standard forms and formats for quantity estimate;</li> <li>Materials used for different scaffold members;</li> <li>Standard size and specifications of scaffold materials;</li> <li>Basic mathematical calculations;</li> <li>Quantity calculation of scaffold tools, equipment, and members from the drawing.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Scaffolding drawing, standard forms and formats of quantity estimate, specification of tools, equipment, machines and materials, calculator, note book, pencil.</li> </ul>		

<b>Task number:</b>	<b>24</b>		
<b>Task statement:</b>	<b>Submit demand list of the scaffold materials to the store keeper</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Demand forms and formats;</li> <li>List of estimated quantity of scaffold tools, equipment, and materials.</li> </ul> <b>Task:</b> Submit demand list of the materials to the storekeeper. <b>Time:</b> 30 minutes (it varies depending on the no of scaffold members, tools and materials). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>The demand is matching with the given drawing, forms and formats, and list of estimated quantity of scaffold tools, equipment and materials;</li> <li>The quantity of demand list of the scaffold tools, equipment, and materials are verified with the respective quantity estimated from the given drawing;</li> <li>The demand list is matched with the quantity and respective specifications of the tools, equipment and materials;</li> <li>The demand list is prepared separately for scaffold tools, equipment, and materials;</li> <li>The demand list is signed by the authorized person;</li> <li>The demand list is submitted to the storekeeper in given time.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Different types of scaffold tools, equipment, and materials;</li> <li>The standard and specifications of scaffold tools, equipment, and materials;</li> <li>Required quantity of scaffold tools, equipment, and materials;</li> <li>Preparation of demand list, content of demand list;</li> <li>Importance of authorized signature in the demand list;</li> <li>Store and its protocol.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Scaffold drawing, standard demand list (if available);</li> <li>Note book, calculator, pencil, eraser, ball pen;</li> <li>Store guidelines or protocol.</li> </ul>		

<b>Task number:</b>	<b>25</b>		
<b>Task statement:</b>	<b>Verify the scaffold tools, equipment and materials.</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Tools, equipment, and materials disburse by the store;</li> <li>Demand list and specification of the scaffold tools, equipment, and materials;</li> <li>List of tools, equipment and materials needed to be sent to other sites.</li> </ul> <p><b>Task:</b> Verify the scaffold tools, equipment, and materials.</p> <p><b>Time:</b> 20 minutes/verification (varied depending on the quantity of scaffold tools, equipment, and materials in demand list).</p> <p><b>Standard/Criteria:</b>  <i>When material is deliver as per demand list:</i></p> <ul style="list-style-type: none"> <li>The quantity and specification of scaffold tools, equipment and materials are matched with demand list;</li> <li>Faulty and damaged tools, equipment and materials are claimed for replacement. when material is sent to other sites;</li> <li>Verified scaffold tools, equipment, and materials are handover for transportation to other scaffold sites.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of verification and its importance;</li> <li>Merits and demerits of verification;</li> <li>Standard process and procedure for verification;</li> <li>Points to be considered during verification;</li> <li>Process for transporting verified scaffold tools, equipment, machines and materials to the scaffold site;</li> <li>Personal protective device (PPE) and its importance;</li> <li>Use of PPE for personal safety;</li> <li>Content of PPE (hard hat helmet, coverall, dark goggles, Leather gloves, earmuff, steel toe safety shoe, full harness, high visibility jacket).</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Wear yellow hard hat helmet, steel toe shoes, leather gloves, and high visibility jacket for personal safety.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Demand list of scaffold tools, equipment, machines and materials;</li> <li>Measuring tape.</li> </ul>		

<b>Task number:</b>	<b>26</b>		
<b>Task statement:</b>	<b>Inspect scaffold site</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffolding site or location;</li> <li>Scaffold drawing.</li> </ul> <p><b>Task:</b> Inspect scaffold site.</p> <p><b>Time:</b> 60 minutes /scaffold site (depends on the scaffold area).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Scaffold site (location) is verified with given scaffold drawing;</li> <li>Geographical (landscape) and environmental (high tension line) information about the scaffolding site is collected;</li> <li>Site photographs from different directions are taken;</li> <li>Markings are done in critical parts of the scaffold site;</li> <li>Measurements of critical site is taken if required;</li> <li>Remedies are suggested for the critical scaffold site.</li> <li>Measurements are taken if additional quantity of work is identified (for example site clearance, earth filling);</li> <li>Start and end point of scaffold is marked at scaffold site;</li> <li>Inspection report is prepared and submitted to the senior/immediate supervisor;</li> <li>Inspection report is matching with the inspection of the supervisor.</li> </ul>		



<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Meaning of geographical and environmental condition;</li> <li>• Points to be consider while assessing geographical and environmental condition of the site;</li> <li>• Acceptable geographical and environmental conditions for scaffold site</li> <li>• Critical scaffold sites and its remedies;</li> <li>• Start and end point for erecting of scaffold.</li> </ul>
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>• Wear hard hat helmet, high visibility jacket and goggles.</li> </ul>
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>• Hard hat helmets, high visibility jackets, goggles, measuring tape (30m), camera, note book, pen, pencil, eraser.</li> </ul>

<b>Task number:</b>	<b>27</b>		
<b>Task statement:</b>	<b>Report scaffold site visit to supervisor verbally</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>• Inspection report with photographs;</li> <li>• Information of critical markings.</li> </ul> <b>Task:</b> Report scaffold site visit to supervisor verbally. <b>Time:</b> 30 minutes /report <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>• The inspection reporting is done to the supervisor in given time;</li> <li>• Site condition (geographical and environmental) is debriefed to the supervisor;</li> <li>• Start and end point of scaffold erection is informed to the supervisor;</li> <li>• Critical site conditions with markings are discussed with the supervisor;</li> <li>• Remedies are suggested;</li> <li>• The queries of the supervisor are clarified;</li> <li>• Instruction from supervisor is received and noted.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Importance of site visit and its inspection;</li> <li>• Points to be considered during site inspection;</li> <li>• Collection of geographical and environmental information of the scaffold site;</li> <li>• Collection of evidence's for critical sites;</li> <li>• Inspection report and its objective;</li> <li>• Points needed to be considered in inspection report.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>• N/A.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>• Inspection report with photographs of critical site.</li> </ul>		

<b>Task number:</b>	<b>28</b>		
<b>Task statement:</b>	<b>Take measurement (length, breadth and diagonal) of scaffold site</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	1
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>• Scaffold site;</li> <li>• Scaffold drawing.</li> </ul> <b>Task:</b> Take measurement (length, breadth and diagonal) of scaffold site. <b>Time:</b> 30 minutes /scaffold site (varies depending on the area of the scaffold site). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>• Horizontal distances (length, breadth and diagonals) of the starting and end points of the scaffold site are measured;</li> <li>• Measurement taken are matched with the respective dimensions in the given drawing;</li> <li>• Sloping distances are measured and verified (in case of slope ground).</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>• Concept of right angle triangle and its properties;</li> <li>• Calculation of horizontal distances using basic trigonometric formulae;</li> <li>• Concept of horizontal, angular and slope measurement;</li> <li>• Measure horizontal distances by direct and indirect method.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>• Wear hard hat helmet, high visibility jacket, use measuring tape safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>• Hard hat helmet, high visibility jacket, measuring tape (30m), note book, calculator, pencil, eraser and scaffold drawing.</li> </ul>		

<b>Task number:</b>	<b>29</b>		
<b>Task statement:</b>	<b>Layout for scaffold erection</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	2
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold Site;</li> <li>Scaffold drawing;</li> <li>Start and end point measurement of scaffold;</li> <li>Site inspection report.</li> </ul> <p><b>Task:</b> Layout for scaffold erecting.</p> <p><b>Time:</b> 1hour /scaffold layout (depends on the scaffold site area).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Horizontal (length and breadth) and diagonal distances are measured and marked field for scaffold members;</li> <li>The measured distances are matched with the respective dimensions in the given drawing and measurement.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Concept of linear, diagonal and slope measurement;</li> <li>Obstacles that may occur in horizontal distance measurement;</li> <li>Measuring horizontal distances by direct and indirect method;</li> <li>Identifying horizontal and diagonal distances of scaffold members in the given drawing;</li> <li>Marking the places for scaffold members in ground as per drawing;</li> <li>Pythagoras theorem and principle of 3-4-5 method;</li> <li>Apply of 3-4-5 method for right angles in the corners (corner alignment).</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Wear hard hat helmet, high visibility jacket, steel toe shoes, coverall (working apron); use measuring tape safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Hard hat helmet;</li> <li>High visibility jacket;</li> <li>Steel toe shoes;</li> <li>Coverall (working apron);</li> <li>Measuring tape.</li> </ul>		

<b>Task number:</b>	<b>30</b>		
<b>Task statement:</b>	<b>Level the uneven ground</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Uneven or sloping scaffold site or location;</li> <li>Scaffold drawing.</li> </ul> <p><b>Task:</b> Level the uneven ground.</p> <p><b>Time:</b> 1hour / levelling scaffold site (varies depending on the different condigions of ground levels at the proposed/given scaffold site).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>The ground is levelled by earth cutting and filling;</li> <li>The ground for erecting scaffold is compacted;</li> <li>The level at different places of the scaffold site is matched with the level mentioned in the given drawing.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Working conditions in sloping ground;</li> <li>Earth cutting and filling for levelling the ground;</li> <li>Tools and materials for levelling the ground.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE;</li> <li>Handle the tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Scaffold drawing, PPE,</li> <li>Measuring tape;</li> <li>Pick;</li> <li>Shovel;</li> <li>Doko;</li> <li>Hammer.</li> </ul>		

<b>Task number:</b>	<b>31</b>		
<b>Task statement:</b>	<b>Set scaffold footing</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Layout completed scaffold site;</li> <li>Scaffold drawing.</li> </ul> <b>Task:</b> Set scaffold footing. <b>Time:</b> 10 minutes /single footing (depends on the measurement of the start and end point of scaffold). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Ground is levelled horizontally and marked for sole board placement;</li> <li>Sole board is placed on marked area;</li> <li>Base plates (universal jack) is placed on center of the sole board;</li> <li>Base plate is nailed (fixed) with sole board.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Definition of scaffold and its types;</li> <li>Importance and uses of different types of scaffold;</li> <li>Scaffold terminologies;</li> <li>Scaffold footing members;</li> <li>Process of setting scaffold footing.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Wear hard hat helmet, high visibility jacket, steel toe shoes, coverall (working apron);</li> <li>Use measuring tape, hammer and nail safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Hard hat helmet, high visibility jacket, steel toe shoes, coverall (working apron); measuring tape, marker.</li> </ul>		

<b>Task number:</b>	<b>32</b>		
<b>Task statement:</b>	<b>Assemble vertical post</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Scaffold site;</li> <li>Scaffold footing with set sole board and base plate.</li> </ul> <b>Task:</b> Assemble vertical post. <b>Time:</b> 10 minutes /one vertical post (depends on the no of vertical posts). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Vertical posts are secured on base plate;</li> <li>Lower part of the vertical posts are connected by ledger in longitudinal and transom in transverse sides;</li> <li>Ledgers and transoms are clamped to vertical post at minimum 6" high from the base plate;</li> <li>Posts are erected vertical (checked by spirit level or plumbob);</li> <li>Ledgers, transoms and vertical posts are clamped with double couplers.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Definition of vertical posts;</li> <li>Definition of ledger and transom;</li> <li>Types of coupler and its uses;</li> <li>Procedure for aligning vertical posts;</li> <li>Connection of vertical posts by ledger and Transom.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Wear hard hat helmet, high visibility jacket, steel toe shoes, coverall (working apron) leather gloves, dark goggles;</li> <li>Handle box spanner and spirit level safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Hard hat helmet;</li> <li>High visibility jacket;</li> <li>Steel toe shoes;</li> <li>Coverall (working apron);</li> <li>Leather gloves;</li> <li>Spirit level;</li> <li>Plumbob and box spanner (19mm).</li> </ul>		

<b>Task number:</b>	<b>33</b>		
<b>Task statement:</b>	<b>Assemble base lift</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	1	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Working scaffold site with assembled vertical posts.</li> </ul> <b>Task:</b> Assemble base lift. <b>Time:</b> 15 minutes /one base lift (depends on the no of base lifts). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Base lift are placed at 2.7m height from the top of the baseplate;</li> <li>Horizontal and transverse tubes are clamped and checked by spirit level;</li> <li>Base lifts and vertical posts are clamped by double couplers.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of Base lift and its importance in scaffold;</li> <li>Merits and demerits of base lift;</li> <li>Couplers, its types and their application in scaffold;</li> <li>Process of joining base lift and vertical posts;</li> <li>Spanner, types and its use for joining scaffold members.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Wear hard hat helmet, high visibility jacket, steel toe shoes, coverall (working apron) leather gloves, dark goggles;</li> <li>Handle spanner and magnetic spirit level safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Hard hat helmet;</li> <li>High visibility jacket;</li> <li>Steel toe shoes;</li> <li>Coverall (working apron);</li> <li>Leather gloves;</li> <li>Magnetic spirit level;</li> <li>Plumbob and box spanner (21mm).</li> </ul>		

<b>Task number:</b>	<b>34</b>		
<b>Task statement:</b>	<b>Perform wall tie</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	2	1	1
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Working scaffold site;</li> <li>Wall with window hole or RCC column or strongly casted direct wall.</li> </ul> <b>Task:</b> Perform wall tie. <b>Time:</b> 10 minutes /one graft (depends on the types wall ties). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>The tie is spaced as per standard ratio of the height and width of scaffold;</li> <li>The scaffold is rigidly attached to the column of the building;</li> <li>Beam ties are fixed in pairs.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of wall tie;</li> <li>Types and use of wall tie (through tie, box tie, lip tie, beam tie, racker, buttress tie, anchor bolt, guy wire, returns and reveal tie);</li> <li>Method and ratio of spacing of tie;</li> <li>Process of tying the scaffold to the structure.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE:</li> <li>Bracket and bolts are tightly gripped.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE;</li> <li>Anchor bolt;</li> <li>Universal jack;</li> <li>Gay wire;</li> <li>Eye hole anchor bolt;</li> <li>Sole board.</li> </ul>		

<b>Task number:</b>	<b>35</b>		
<b>Task statement:</b>	<b>Setup diagonal bracing</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Working scaffold site;</li> <li>Scaffold assembled with vertical posts, base lift, ledgers for at least one lift of scaffold is completed.</li> </ul> <p><b>Task:</b> Setup diagonal bracing.</p> <p><b>Time:</b> 10 minutes /set up of one bracing (depends on the no of bracings).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Cross brace is clamped to bottom lift and base lift;</li> <li>Bracing is clamped 30cm above the node point;</li> <li>Cross bracing is clamped after 3 bay post horizontally;</li> <li>Diagonal bracing is clamped at 450 in with bottom post and top post;</li> <li>Plan brace is clamped on one ledger to another ledger.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of bracing;</li> <li>Types of bracing (longitudinal, cross/ transverse (sectional), diagonal, plan brace, zigzag and end to end) and its use;</li> <li>Process for clamping bracing with vertical posts to vertical posts.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE;</li> <li>Handle the tool safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>PPE;</li> <li>Box spanner (21 mm);</li> <li>Steel hammer;</li> <li>Magnetic spirit level;</li> <li>Swivel coupler.</li> </ul>		

<b>Task number:</b>	<b>36</b>		
<b>Task statement:</b>	<b>Tie up board barrier putlog</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Site or location;</li> <li>Scaffold drawing;</li> <li>Putlog;</li> <li>First lift completed scaffold.</li> </ul> <p><b>Task:</b> Tie-up board barrier putlog.</p> <p><b>Time:</b> 10 minutes / one inarch (depends on the volume of separation).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Board barrier putlog is clamped with vertical post;</li> <li>Board barrier putlog is placed in transverse direction or parallel to transom;</li> <li>Board barrier putlog is place above the transom as per given drawing.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of board barrier;</li> <li>Do's and don'ts of supporting board for working platform.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE;</li> <li>Handle the tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE;</li> <li>Box spanner;</li> <li>Magnetic spirit level;</li> <li>Tools;</li> <li>Belt.</li> </ul>		

<b>Task number:</b>	<b>37</b>		
<b>Task statement:</b>	<b>Assemble scaffold platform</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Working scaffold site;</li> <li>Scaffold completed with first bay and ladder access;</li> <li>The height of the working area is greater than 1.8 m. from the ground;</li> <li>Planks as per given specification.</li> </ul> <p><b>Task:</b> Assemble scaffold platform.</p> <p><b>Time:</b> 15 minutes /fixing one planking board (depends on the size of planking board).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>The shape and size of the planks are matched with the length and breadth of first bay (given drawing);</li> <li>Planks are tightly clamped with putlog;</li> <li>Guard and hand rails are placed horizontal and clamped with vertical posts;</li> <li>The guard rail and mid rails are placed at 1m and 0.5 m height respectively or as per given drawing;</li> <li>Toe boards are placed in all sides of platform.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of working platform;</li> <li>Components of working platform;</li> <li>Materials used for working platform;</li> <li>Concept of wooden planking boards, toe board, guard rail (top rail), mid rail, putlog;</li> <li>Vertical distances of first lift;</li> <li>Vertical distances between mid-rail and guard rail;</li> <li>Process of setting working platform and clamping the scaffold members;</li> <li>Types of clamps, boards and its use.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE, handle tools safely</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Detail drawing of scaffold platform toe board, wooden planks, metal hand rail, metal guard rail, clamps (couplers), box spanner, steel hammer, spirit level, metal ladder.</li> </ul>		

<b>Task number:</b>	<b>38</b>		
<b>Task statement:</b>	<b>Prepare ladder access.</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Drawing with ladder access;</li> <li>Scaffold with completed bay-lift.</li> </ul> <p><b>Task:</b> Prepare ladder access.</p> <p><b>Time:</b> 30 minutes /access (depends on the no of ladders).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Bottom of the ladder is supported by sole board;</li> <li>10 cm toe clearance is maintained and clamped below 2 rungs;</li> <li>False upright punch on is clamped on top rail, mid rail and bottom rail;</li> <li>Self-closing drop bar is fixed on top rail;</li> <li>Toe board is cleared on ladder access;</li> <li>Clamped above 3 rungs than platform height;</li> <li>Ladder is clamped in 750 with ladder clamp;</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Definition of ladder and its components;</li> <li>Types of ladder and its structure;</li> <li>Importance of ladder in scaffold;</li> <li>Process of setting ladder access;</li> <li>Setting railing guard.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply safety ware, handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Detail drawing of ladder structure, PPE, measuring tape, box spanner (17, 19, and 22), steel hammer, spirit level, different types of couplers, ladder coupler.</li> </ul>		

<b>Task number:</b>	<b>39</b>		
<b>Task statement:</b>	<b>Tie-up guardrail (railing)</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Detail drawing of guard rail;</li> <li>Scaffold with platform in its place.</li> </ul> <b>Task:</b> Tie-up guardrail (railing). <b>Time:</b> 15 minutes /tie-up of one guard rail (depends on the no of guard rails) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Guardrail is clamped at 0,95 – 1.15 m height from the platform;</li> <li>Guardrail is clamped in between top rail and toe board;</li> <li>Guardrails are placed horizontal and clamped to vertical posts and/or false upright (puncheon) for ladder access.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Definition of guard rail, top rail toe board and its importance;</li> <li>Process of setting guard rail.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply safety ware, handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Detail drawing of ladder structure,</li> <li>PPE;</li> <li>Measuring tape;</li> <li>Box spanner (21 mm);</li> <li>Steel hammer;</li> <li>Spirit level;</li> <li>Different types of couplers;</li> <li>Ladder.</li> </ul>		

<b>Task number:</b>	<b>40</b>		
<b>Task statement:</b>	<b>Inspect the completed/prepared scaffold</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Detail scaffold drawing and as built sketch drawing;</li> <li>Completed scaffold.</li> </ul> <b>Task:</b> Inspect the completed/prepared scaffold. <b>Time:</b> N/A (depends on the quantity of scaffold members). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Completed scaffold is inspected using check list with the authorized quality inspector;</li> <li>Feedback and instructions are received from the quality inspector;</li> <li>All Inspection procedure are followed;</li> <li>Scaffold is certified with green tag by quality inspector.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of inspection and its purpose;</li> <li>Process and procedure for scaffold inspection;</li> <li>Merits and demerits of inspecting the scaffold;</li> <li>Qualities required for inspecting the scaffold;</li> <li>Dos and don'ts during quality inspection;</li> <li>Quality tag and its color;</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE, handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Detail and as built sketch drawing of scaffold;</li> <li>Measuring tape;</li> <li>Note book for instructions and feedback;</li> <li>Calculator.</li> </ul>		

<b>Task number:</b>	<b>41</b>		
<b>Task statement:</b>	<b>Perform modification of scaffold</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Instructions and feedback given by the quality inspector;</li> <li>Sketch of scaffold members and clamps needed to be modified as per given instruction (if available).</li> </ul> <b>Task:</b> Perform modification of scaffold. <b>Time:</b> N/A (depends on design, instruction given and quantity of scaffold members needed to be modified) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>All instructions and feedback given by the quality inspector are considered;</li> <li>Modification are done as per given instruction and feedback by quality inspector.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of quality inspection and its importance;</li> <li>Procedure and process of giving Instruction and feedback;</li> <li>Process of incorporating the given instruction and feedback;</li> <li>Inspection, quality control tag and certification procedure.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply safety ware, handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Detail instruction and feedback, as built sketch drawing of scaffold (if available), measuring tape, and calculator.</li> </ul>		

<b>Task number:</b>	<b>42</b>		
<b>Task statement:</b>	<b>Maintain the scaffold</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Completed scaffold during any operation of construction work.</li> </ul> <b>Task:</b> Maintain the scaffold. <b>Time:</b> N/A (depends on the volume of work and time duration for completing the work) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>All scaffold members are tightened and maintained;</li> <li>The instructions and feedback given by quality inspector is completely followed;</li> <li>The scaffold is supervised continuously till the end of the work.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of supervision of scaffold and its importance;</li> <li>Dos and don'ts of supervision process;</li> <li>Points needed to be considered during supervision;</li> <li>Scaffold maintaining process.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply safety ware, handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE, spanner.</li> </ul>		

<b>Task number:</b>	<b>43</b>		
<b>Task statement:</b>	<b>Untie safety net</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold with safety net</li> </ul> <b>Task:</b> Untie safety net. <b>Time:</b> N/A. (depends on the quantity of safety net) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Safety net is completely removed without any tear;</li> <li>Safety net is folded and placed safely.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of safety net and its type;</li> <li>Procedure of removing safety net;</li> <li>Points to be considered during the untying process;</li> <li>Caring of safety net.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE, handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE, tool belt.</li> </ul>		



<b>Task number:</b>	<b>44</b>		
<b>Task statement:</b>	<b>Dismantle guard rail</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold with guard rails required to be dismantled.</li> </ul> <p><b>Task:</b> Dismantle guard rail.</p> <p><b>Time:</b> 10 minutes / dismantle of one guard rail (depends on the number of guardrails required to be removed).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>The clamps are untied and removed completely;</li> <li>The guard rails are removed safely without damage;</li> <li>Removed guard rails and clamps are safely transported to ground from multi storeyed platforms;</li> <li>Guard rails and clamps are kept in safe position.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Untying process of clamps;</li> <li>Transportation of guard rails to ground from multi storeyed platforms;</li> <li>Storing guard rails and clamps in safe place.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE, handle tools safely, wear waist tool belt, and cover all.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Spanner, steel hammer, waist tool belt.</li> </ul>		

<b>Task number:</b>	<b>45</b>		
<b>Task statement:</b>	<b>Dismantle platform</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold with guard rail removed;</li> <li>Location or site of assignment.</li> </ul> <p><b>Task:</b> Dismantle platform.</p> <p><b>Time:</b> 10 minutes /platform (depends on the number of platforms in multi storeyed scaffold).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Clamps joining handrails with vertical posts are untied and removed;</li> <li>Handrails are removed safely without damage;</li> <li>Removed clamps and handrails are transported from multi storeyed scaffold to ground safely;</li> <li>Unclamp the toe boards and removed safely;</li> <li>Toe boards are transported from multi storeyed scaffold to ground safely;</li> <li>Planks are disconnected from bearers (transom);</li> <li>Planks are removed safely without damage;</li> <li>Removed planks are transported to ground safely;</li> <li>All clamps, toe boards, and planks are stored in safe place in ground.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Dismantling of platform in multi storeyed scaffold;</li> <li>Transportation of clamps, handrails, toe board and planks from multi storeyed scaffold to the ground;</li> <li>Safe storing of clamps, handrails, toe board and planks separately.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE ,</li> <li>Handle tools safely, transport the scaffold materials to ground safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Box spanner, steel hammer;</li> <li>Waist tool belt, full body harness.</li> </ul>		

<b>Task number:</b>	<b>46</b>		
<b>Task statement:</b>	<b>Dismantle wall tie</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Site or location;</li> <li>Fixed wall tie on building structure.</li> </ul> <b>Task:</b> Dismantle wall tie. <b>Time:</b> N/A (depends on the type and quantity of wall tie) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Wall tie is dismantled after receiving the instruction from the supervisor;</li> <li>Wall ties is dismantled after fixing additional temporary wall tie;</li> <li>Wall tie is dismantled sequentially after removal of load bearing structure.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of load bearing;</li> <li>Sequencing order of dismantling wall tie;</li> <li>Method of additional ties for dismantling the previous wall ties.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE and safety boot, handle tools safely;</li> <li>Must be check regular and always before dismantling.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Scaffold drawing, PPE, box spanner (21 mm), steel hammer.</li> </ul>		

<b>Task number:</b>	<b>47</b>		
<b>Task statement:</b>	<b>Dismantle ladder access</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	3	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Site or location;</li> <li>Scaffold with removed platform.</li> </ul> <b>Task:</b> Dismantle ladder access. <b>Time:</b> 10 minutes /dismantle of one ladder access. <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Ladder access is disconnected from putlog;</li> <li>Clamps are untied and removed;</li> <li>Ladder is removed safely without damage;</li> <li>The ladder is transported to the ground safely.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Sequencing order for dismantling of ladder access;</li> <li>Safe transportation and storing of ladder.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE and handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE, box spanner, tool belt.</li> </ul>		

<b>Task number:</b>	<b>48</b>		
<b>Task statement:</b>	<b>Remove transom</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold with removed platform.</li> </ul> <b>Task:</b> Remove transom. <b>Time:</b> N/A (depends on the quantity and size of transome). <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Clamps connecting transoms with vertical posts are removed;</li> <li>Transoms are removed safely and without damage;</li> <li>The removed transoms are transported to ground safely;</li> <li>The removed transoms are shift to transport line;</li> <li>Remaining transoms are stored in safe place.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Dismantling process of transom;</li> <li>Shifting/transportation of transom;</li> <li>Safe storing of transom.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE and handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE, box spanner (21 mm), steel hammer.</li> </ul>		

<b>Task number:</b>	<b>49</b>		
<b>Task statement:</b>	<b>Untie horizontal ledger / runner</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold with platform and transom removed.</li> </ul> <b>Task:</b> Untie horizontal ledger / runner. <b>Time:</b> 10 minutes /one ledger or runner (depends on the no of ledgers) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Clamps connecting ledger with vertical posts and other members are removed;</li> <li>Ledgers/runners are removed safely without damage;</li> <li>Removed ledgers and clamps are transported to ground safely;</li> <li>Removed ledgers and clamps are stored safely.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Dismantling process of ledgers and clamps;</li> <li>Transportation/shifting ledgers to ground;</li> <li>Safe storing of ledgers and clamps.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE;</li> <li>Handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE;</li> <li>Box spanner (21 mm).</li> </ul>		

<b>Task number:</b>	<b>50</b>		
<b>Task statement:</b>	<b>Untie diagonal bracing</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Scaffold with removed platform, transom and ledgers.</li> </ul> <b>Task:</b> Untie diagonal bracing <b>Time:</b> 10 minutes /one diagonal bracing (depends on the number of diagonal bracings) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Clamps connecting diagonal bracings with vertical posts, putlog etc. are removed;</li> <li>Diagonal bracings are removed safely without damage;</li> <li>Removed diagonals are transported/shifted to the ground;</li> <li>Clamps and diagonal bracings are safely stored.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of dismantle;</li> <li>Dismantling process of diagonal bracings;</li> <li>Transportation of bracings;</li> <li>Safe storing of bracings.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE;</li> <li>Handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE;</li> <li>Box spanner (21 mm);</li> <li>Steel hammer.</li> </ul>		

<b>Task number:</b>	<b>51</b>		
<b>Task statement:</b>	<b>Remove vertical post</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Location or site of assignment;</li> <li>Scaffold with removed all horizontal members and bracings.</li> </ul> <p><b>Task:</b> Remove vertical post  <b>Time:</b> 10 minutes /one vertical post (depends on the number of vertical posts needed to be removed).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Clamps connecting vertical posts are removed;</li> <li>Clamps connecting vertical posts with base lift are removed in case of ground level;</li> <li>Vertical posts are removed safely without damage;</li> <li>Removed vertical posts are transported/shifted safely to ground;</li> <li>The vertical posts are safely stored.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Dismantling process of vertical posts;</li> <li>Transportation of vertical posts;</li> <li>Safe storing of vertical posts.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE;</li> <li>Handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE;</li> <li>Box spanner;</li> <li>Steel hammer.</li> </ul>		

<b>Task number:</b>	<b>52</b>		
<b>Task statement:</b>	<b>Remove baseplate and sole board</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Location or site of the scaffolding assignment;</li> <li>Scaffold with removed all horizontal, vertical and diagonal bracings members.</li> </ul> <p><b>Task:</b> Remove baseplate and sole board.  <b>Time:</b> 10 minutes /one baseplate and sole board (depends on the no of base plates and sole board).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Base plates and sole boards are disconnected;</li> <li>Base plates and sole boards are removed safely without damage;</li> <li>Removed baseplates and sole boards are transported to safe place;</li> <li>Base plated and sole boards are safely stored;</li> <li>Ground is cleared with all unnecessary materials.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Removing process of base plate and sole boards;</li> <li>Safe handling and transportation of base plate and sole boards;</li> <li>Safe storing of base plate and sole boards.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE;</li> <li>Handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE;</li> <li>Steel hammer.</li> </ul>		

<b>Task number:</b>	<b>53</b>		
<b>Task statement:</b>	<b>Segregate the scaffolding materials</b>		
<b>Level of task:</b>	Significance 3	Ease 2	Occurrence 3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>All removed scaffold members (different types of couplers, wooden planks, base plates, sole boards, toe boards etc.);</li> <li>Types or grade or size to be segregated;</li> <li>Quantity to be segregated.</li> </ul> <p><b>Task:</b> Segregate the scaffolding materials  <b>Time:</b> 60 minutes /segregation of scaffold materials (depends on the quantity of scaffold materials)</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>All scaffold members and materials are segregated by size and types and kept safely as per the given quantity;</li> <li>Each segregated scaffold members and materials are further segregated to categories: re-usable materials, materials requiring repair and maintenance and damaged materials;</li> <li>Re-usable materials are handover to store for safe storing;</li> <li>Materials requiring repair and maintenance are referred to workshop for repair and maintenance;</li> <li>Damaged materials are recommended for dumping;</li> <li>The scaffold area is cleaned.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of segregation of scaffold materials;</li> <li>Segregating procedure of scaffold materials;</li> <li>Handing over of scaffold materials to the store;</li> <li>Recommending the materials for repair and maintenance;</li> <li>Cleaning the scaffold site.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE and handle tools safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE, Box spanner.</li> </ul>		

<b>Task number:</b>	<b>54</b>		
<b>Task statement:</b>	<b>Transfer the scaffold materials</b>		
<b>Level of task:</b>	Significance 3	Ease 2	Occurrence 3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold drawing;</li> <li>Scaffold materials at site;</li> <li>Quantity of the scaffold materials to be transferred.</li> </ul> <p><b>Task:</b> Transfer the scaffold materials  <b>Time:</b> 15 minutes (depends on the quantity of materials required to be transferred).</p> <p><b>Standard/Criteria:</b></p> <p><i>Transfer the scaffold materials upward</i></p> <ul style="list-style-type: none"> <li>Scaffold materials needed to be transferred to upper part of the multistoried scaffold are identified;</li> <li>The identified scaffold materials are sequentially and manually transported upward in lot basis as per the given quantity;</li> <li>The scaffold materials are transferred safely without damage;</li> <li>The load of the scaffold materials are considered for safety purpose;</li> <li>The first lot of scaffold materials are safely stored and connected with different scaffold members;</li> <li>The next lot of scaffold materials are transferred upward after completion of connecting first lot of materials with scaffold members.</li> </ul> <p><i>Transfer the scaffold materials downward</i></p> <ul style="list-style-type: none"> <li>Unclamp the scaffold materials sequentially from different members;</li> <li>Remove the scaffold materials safely without damage;</li> <li>Transfer the scaffold materials downward sequentially and manually;</li> <li>load of the scaffold materials are considered for safety purpose;</li> <li>Store the transferred material safely in the ground.</li> </ul>		

<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of transportation of scaffold materials;</li> <li>Transferring scaffold materials upward and downward of the multi storeyed scaffold;</li> <li>Safety requirements during transportation of the scaffold materials.</li> </ul>
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE and handle tools safely, save beneficial insect.</li> </ul>
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Leather gloves, gin wheel, gay rope (18 G), wheel barrow.</li> </ul>

<b>Task number:</b>	<b>55</b>		
<b>Task statement:</b>	<b>Arrange temporary store at scaffold site</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Scaffold site;</li> <li>Segregated scaffold materials at site and quantity.</li> </ul> <p><b>Task:</b> Arrange temporary store at scaffold site  <b>Time:</b> N/A (varies depending on the scaffold materials needed to be stored and the site condition).</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>The location of temporary store at the scaffold site is decided;</li> <li>The temporary store at site is safe with fence all around;</li> <li>The temporary store has enough place for storage of scaffold materials;</li> <li>The materials are stored temporarily with stack by rule;</li> <li>A guard and store keeper is deployed for the safety of the storage materials.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning of store and its importance;</li> <li>Store requirement for safe storage of materials;</li> <li>Location for temporary and permanent store;</li> <li>Procedure for storing different types of materials.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Hammer, measuring tape, peg.</li> </ul>		

<b>Task number:</b>	<b>56</b>		
<b>Task statement:</b>	<b>Store tools, equipment and machineries</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	3
<b>Terminal performance standard</b>	<p><b>Given Condition:</b></p> <ul style="list-style-type: none"> <li>Site or location of store;</li> <li>Quantity of tools, equipment and machineries required to be stored.</li> </ul> <p><b>Task:</b> Store tools, equipment and machineries  <b>Time:</b> N/A (depends on the numbers of tools, equipments and machineries)</p> <p><b>Standard/Criteria:</b></p> <ul style="list-style-type: none"> <li>Tools, equipment and machineries are separately stored;</li> <li>Stored items are clean;</li> <li>Stored in dry and safe place;</li> <li>Stored in their original place after use;</li> <li>Stored as per the given quantity of the tools, materials and machineries;</li> <li>Stored recorded is maintained or recorded.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of tools and equipment storage;</li> <li>Points to be considered while storing tools and equipment;</li> <li>Desirable characteristics of storage for tools and equipment;</li> <li>Methods of storing tools and equipment.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE set, clean before storage, handle safely.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE set;</li> <li>Tools, equipment and machineries;</li> <li>Record book;</li> <li>Forms and format;</li> <li>Pen and permanent marker;</li> <li>Inventory register.</li> </ul>		

<b>Task number:</b>	<b>57</b>		
<b>Task statement:</b>	<b>Develop forms and format for record keeping</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Requirement of record keeping;</li> <li>Types of records to be kept.</li> </ul> <b>Task:</b> Develop forms and format for record keeping <b>Time:</b> 15 minutes /single basic format <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Forms and format covers the given requirement;</li> <li>Form and format are clear, simple and user friendly;</li> <li>Consistency maintained in the forms and formats.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of forms and format for record keeping;</li> <li>Points to be considered while developing forms and formats;</li> <li>Procedure of developing forms and formats.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>N/A.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>Papers or register, pen, scale.</li> </ul>		

<b>Task number:</b>	<b>58</b>		
<b>Task statement:</b>	<b>Keep inventory of the tools and equipment</b>		
<b>Level of task:</b>	Significance	Ease	Occurrence
	3	2	2
<b>Terminal performance standard</b>	<b>Given Condition:</b> <ul style="list-style-type: none"> <li>Store that needs to keep inventory of the tools and equipment;</li> <li>Previous records of inventory;</li> <li>Forms and formats.</li> </ul> <b>Task:</b> Keep inventory of the tools and equipment <b>Time:</b> N/A (depends on the size of store and numbers of tools and equipment) <b>Standard/Criteria:</b> <ul style="list-style-type: none"> <li>Inventory kept is as per the given forms and formats;</li> <li>Each items are counted;</li> <li>Described the condition of the each items;</li> <li>Prepared inventory report as per the given forms and formats;</li> <li>Recommendation made as per the observation.</li> </ul>		
<b>Related technical knowledge</b>	<ul style="list-style-type: none"> <li>Meaning and importance of keeping inventory of tools and equipment;</li> <li>Types of forms and formats to keep inventory of tools and equipment;</li> <li>Points to be considered while keeping inventory of tools and equipment;</li> <li>Procedure of keeping inventory of tools and equipment.</li> </ul>		
<b>Safety/precaution</b>	<ul style="list-style-type: none"> <li>Apply PPE set;</li> <li>Count tools and equipment without mistake.</li> </ul>		
<b>Tools, equipment and materials</b>	<ul style="list-style-type: none"> <li>PPE set, recommended forms and formats;</li> <li>Log book, pen;</li> <li>Previous records, stored tools and equipment.</li> </ul>		



**Establishing an Employer led  
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