



Smart Awards Level 2 SA015 – Duct Laying and Slewing Specification



Introduction

This qualification covers 1 (one) module:

Duct Laying and Slewing

This qualification covers the requirements for duct laying and slewing in a telecoms network in accordance with industry standards and practices. It provides learners with the skills and knowledge of the hazards and potential risks involved working on the highway ensuring they can lay duct and slew the pipe work safely. The qualification tests learners' knowledge, skills and understanding of dangers associated with these works and the safety precautions required while working on the highway.

This qualification ensures that individuals working in the civils aspects of network construction and maintenance are suitably trained and understand the dangers of working in this environment.

Key Information	
Name	Smart Awards Level 2 SA015 – Duct Laying and Slewing
Accreditation	This qualification is approved by: • Industry Qualification SA015
Level	2
Duration	1 day
Guided Learning Hours	9
Total Qualification Time	9
Credit	1
Age	16 Plus
Qualification Type	Vocationally Related Qualification
Smart Awards Product Area	Safety Qualifications
Sector Subject Area	6.1 – Digital technology (practitioners)
Certification	This qualification is valid for a period of three (3) years from the date of certificate issue. To remain compliant and eligible to work on telecommunications networks, individuals must renew their qualification before the expiry date.
Network Operative Passport Scheme (NOPS)	This qualification is fully aligned with the requirements of the Network Operative Passport Scheme (NOPS). Successful completion of this qualification is recorded within the NOPS system, ensuring operatives are visible and verifiable to employers and site access systems across the industry.
Prerequisites and Entry Requirements	There are no formal entry requirements and Smart Awards will not restrict access on the grounds of prior academic attainment, employment, geographic location, or any other grounds. There are no barriers that

	restrict access or progression, thereby promoting equality. It is expected however that learners will have a level of literacy adequate to cope with both the theory and practical assessments. Please Note: This qualification does not qualify an individual to enter a confined space. Those individuals who need to enter confined spaces MUST hold appropriate accreditation / qualification to enter confined spaces. Any references made in this material to confined spaces are for information only and to make learners aware of the risks and presence of gases that may also be present in confined spaces. It is recommended that the learner achieves SA002 Underground Safety Accreditation and the Safe Working in Civils or equivalent qualifications prior to undertaking this qualification module. Those working on the highway, the New Roads, and Street Works Act 1991(NRSWA) requires at least one person on site to hold a Street Works card to work on the highway. This Smart Awards accreditation is based on a pre-requisite that any work on the highway requires appropriate Street Works accreditation to be held by an individual working on site, and that this individual is qualified to check that the planned provision of footways, traffic lanes and safety zones determined by the site survey meets with the requirements of the site location and approved procedures and practices required by the NRSWA 1991. Some companies' policies may vary where more than one person on site is required to hold a valid Street Works card,
Mandatory units and optional routes to completion.	Learners must complete the Duct Laying and Slewing unit in full to achieve this qualification. No optional units or routes are available.
Additional requirements to achieve this qualification.	None
Methods of Assessment	This qualification will be assessed through a practical and theory test. The aim of the assessment is to ensure successful learners have adequate knowledge and understanding of how to perform Duct Laying and Slewing activities. Assessment guidance, assessor requirements and additional qualification documentation is supplied to approved Smart Awards centres via Quartz.
Theory test	Learners are required to pass a 20-question multiple-choice test, with questions randomly selected from a secure question bank to ensure comprehensive coverage of all assessment criteria. The test is timed, and learners will have 30 minutes to complete it. All multiple-choice tests are conducted online via the Smart Awards online assessment platform.

Practical assessment	During the practical assessment, the learner will demonstrate adequate knowledge and understanding to perform Duct Laying and Slewing safely. The learner will have 3 hours 30 minutes to complete the practical assessment.
Grading	Learners will be graded (Fail or Pass) on an achievement or non-achievement basis. The final grade will be determined by collective performance in the two assessment tools (theory and practical). Learners are required to achieve both the theory and practical assessments to achieve the qualification. • Theory - To achieve a pass, 80% or more is required. • Practical - If one major fault is given the learner will automatically fail. • Learners must receive fewer than six minor faults to pass the practical assessment. If there are major health and safety failures due to learners' actions or understanding, the assessment MUST be stopped. The learner should be taken to a suitable area to be explained the reason for stopping the assessment and that his assessment is deemed as failed. Guidance on the major failures that should result in stopping the assessment is provided in the practical assessment.
Reasonable adjustments and special considerations	Smart Awards approved centres that have learners with specific requirements should refer to the Smart Awards Reasonable Adjustments and Special Considerations Policy and Procedure. This document outlines the support available to ensure fair access to assessments. It can be found on the Smart Awards website at www.smartawards.co.uk
Recognition of Prior Learning	Smart Awards is committed to supporting Recognition of Prior Learning (RPL) and has established a dedicated policy and set of procedures to guide and assist approved centres in its implementation. The full policy is available on the Smart Awards website at www.smartawards.co.uk
Required resources and site requirements for delivering this Qualification	To ensure a safe and effective learning and assessment environment, the following site requirements must be met for the delivery of the SA015 to perform Duct Laying and Slewing: • A safe area suitable for laying and slewing 20m of duct network. This can be a working site or a simulated working environment. • The site must be safe and comply with legislation to carry out any observation and assessment of the learner's capability

Qualification Structure

The Level 2 SA015 – Duct Laying and Slewing qualification consists of one mandatory unit, which learners must complete to achieve the qualification. Attainment at Level 2 demonstrates the learner's ability to apply

relevant knowledge, skills, and procedures to carry out clearly defined tasks and resolve straightforward problems with appropriate direction or supervision.

Smart Awards Level 2 in SA015 – Duct Laying and Slewing								
Minimum TQT for this pathway = 9 Minimum number of credits = 1 Minimum number of units = 1				Minimum number of GLH = 9 Minimum number of assessment time = 4 Other learning time = 0				
Unit Number	Unit title	Level	M/O	GLH	ASS	OTHER LEARNING	TQT	CREDITS
	Duct Laying and Slewing	2	M	9	4	0	9	1

Learner Support and Assessment Conditions

Learners will have access to support throughout the training period via their trainer. Trainers are responsible for ensuring that each learner is adequately prepared and competent before presenting them for assessment.

No support or assistance may be given to the learner during either the theory or practical assessments, to maintain the integrity and validity of the qualification.

Qualification objectives and requirements

This qualification confirms that the learner has demonstrated the required competence to perform Duct Laying and Slewing activities. To successfully obtain this qualification, the learners will need to demonstrate the knowledge and ability requirements set out in the learning outcomes and assessment criteria.

Unit Title:	Duct Laying and Slewing
Unit Level:	2
NOS	EUSMUNC8 (Part)
Overview	This standard is for those involved in duct Laying and slewing up to 9-way duct
Learning outcomes	Assessment criteria
The learner will:	The learner can:

1. Know the processes, regulations and legislations associated with working safely in duct laying and slewing	1.1. Outline the legislation, codes of practice, procedures and the main responsibilities of the employer and employee in relation to health and safety, the environment, lone working, hazardous materials, excavations, tools and equipment, accidents, emergencies, roads and street works 1.2. State how to carry out and review site specific risk assessments and apply the necessary control measures. 1.3. Outline the company structures, reporting lines, roles, responsibilities and levels of authority inside and outside the highway operations team including site management structures. 1.4. State how to identification and application of safe handling and disposal procedures for hazardous and non-hazardous materials. 1.5. Outline the range, use and importance of personal protective equipment for the work activity and procedures for checking PPE is fit for purpose, including storing. 1.6. Describe the safe procedures for handling and using excavation equipment. 1.7. State how to protect the supply apparatus for utilities and other agencies, above and below ground services, built structures and the natural environment including foundations, tree roots, and natural watercourses. 1.8. Describe the methods of segregating, storing or protecting excavated and other materials to prevent deterioration. 1.9. State the types of hand and power tools, and motorised equipment, there uses and maintenance requirements including those used for compaction.
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2. Know the procedures, tools, equipment and materials for duct laying and slewing 2 – 9-way duct	2.1. State how to confirm that the precise location of where the ducts are to be laid or slewed to the requirements. 2.2. Describe how to determine potential deep excavation, confined spaces and hazardous materials and how to clarify where information appears to be incorrect or insufficient. 2.3. Outline approved procedures and practices and statutory requirements to determine the requirement for excavation support. 2.4. Describe the methods and tools used to track and locate underground services in accordance with organisations process and procedures including interpreting utility prints. 2.5. Outline the tools, equipment and materials and processes for duct laying and slewing 2 – 9-way duct. 2.6. State how to protect supply apparatus and sub-structures in accordance with relevant codes of practice. 2.7. Describe the impact of weather related to these activities. 2.8. Outline the regulations and dangers associated with asbestos. 2.9. Outline the requirements to maintain conditions, safety and security of excavations and the site in line with operational and regulatory requirements 2.10. Describe how to determine the requirements utility / CP specific materials and standards required by each organisation 2.11. Describe the requirements to store and dispose of waste and surplus materials in accordance with work instructions and statutory and regulatory Codes of Practice 2.12. Describe how to report any problems and record and store required data and information in organisational information systems.
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3. Know the requirements for duct laying and slewing 2 – 9-way duct	3.1. State how to prepare and use correct tools and equipment. 3.2. Describe how to carry out risk assessment and the control measures necessary for the works. 3.3. State to monitor site safety and security and respond to any unsafe situations. 3.4. Describe how to locate and identify underground network plant including able to read utility prints. 3.5. Outline the HAUC recommended depths for underground utilities network plant and the colour coding including separation between utility plant. 3.6. Describe how to identify over ground signage and marker posts 3.7. Describe how to interpret plans and drawings (Job Packs) and follow instructions. 3.8. Outline the company procedure for identification and application of safe procedure for handling hazardous and non-hazardous materials 3.9. Describe the process for checking for contaminated water in the underground structure. 3.10. Outline the organizational process for pumping water out of an underground structure. 3.11. State how to correctly gas test and remove cover of an underground structure using correct equipment and organisational processes. 3.12. Describe how to identify and adhere to processes when handling materials subject to COSHH regulations 3.13. Outline how to follow organisations procedures for handling new, used and contaminated materials. 3.14. Outline the HAUC requirements for installing and excavating in the highway. 3.15. Describe how to carry out safe dig processes. 3.16. Describe how to identify marking and carry out pilot hole to identify network plant infrastructures 3.17. Describe the hazards associated with dust (Silica) from core drilling or saw cutting concrete and bricks and methods of dust suppression. 3.18. State how to reinstate the excavation in line with HAUC requirements.
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4. Be able to carry out duct laying and slewing 2 – 9-way duct	4.1. Mark out the duct route and follow documentation showing the requirements. 4.2. Check and use the tools and materials safely required to carry out duct laying and slewing 2 -9-way duct. 4.3. Follow organisational process and specifications for excavating and ensuring the security of the trench and to seek approval for any deviation from requirements. 4.4. Carry out safe handling, carrying and assembly of all component parts of the duct network. 4.5. Use and requirements of duct seals in line with organisational specification. 4.6. Use different types of ducts in line with organisations requirements. 4.7. Carry out duct separation including entry into structures. 4.8. Define trench size including depth, the bedding and fine fill requirements in line with organisations specifications. 4.9. Identify and cut and rectify damaged duct. 4.10. Determine the specification and flexibility of the ducts being used and their physical properties. 4.11. Carry out duct separation, formation, and support requirements of duct network. 4.12. Carry out the methods of sealing un-occupied and occupied ducts. 4.13. Test a duct network and to locate and repair damaged duct, including the use of draw rope. 4.14. Demonstrate duct protection, marker tapes and catenary wire 4.15. Leave site secured, sign and guarded to the NRSWA requirements for the next activity to take place. 4.16. Clear the site and report the site status 4.17. Record and store information to organisational requirements.
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5. Be able to carry out slewing 2 – 9-way duct	5.1. Demonstrate the processes for slewing and slewing and lowering a 2 – 9-way nest of ducts. 5.2. Demonstrate the flexibility of ducts of various materials 5.3. Demonstrate how to determine the size of excavation based on length of deviation of slew from original position. 5.4. Demonstrate how to define the characteristics of different duct types, materials and methods of slewing and lowering the duct network. 5.5. Follow organisations method statement and good industry practice for slewing and lowering ducts including supporting the duct network. 5.6. Realign and reconnect the ducts 5.7. Carry out the inspection and test requirements of the duct network after the slewing operations. 5.8. Record and update records in accordance with organisational requirements.
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