

MPQC Level 3 NVQ Diploma in Occupational Work Supervision (Construction)							
<b>Ofqual Reference Number</b>	603/3748/5				<b>Accreditation Start Date:</b>	<b>Accreditation End Date:</b>	<b>Certification End Date:</b>
<b>Qualification Level: 3</b>	<b>EQF Level: 4</b>	<b>Credits: 89</b>	<b>GLH: 287</b>	<b>TQT: 890</b>	01/11/2018	31/10/2028	31/10/2031
<b>Qualification Purpose:</b>	Primary Purpose - Confirm competence in an occupational role to the standards required Additional Purpose – To aid selection into a specific job role						
<b>Applicable National Occupational Standard(s):</b>	Occupational Work Supervision (Construction) Please see the NOS database for details <a href="https://www.ukstandards.org.uk/">https://www.ukstandards.org.uk/</a>						
<b>Qualification Summary:</b>	This qualification is aimed at supervisors in construction occupations, such as Roadbuilding or Highways Maintenance. It is not for supervising on a construction site.						
<b>Qualification Structure:</b>	To achieve the qualification, candidates must complete all assessment criteria in the 6 mandatory units plus 2 optional units from a choice of 4.						
<b>Pre-Entry Requirements:</b>	In order to register for this qualification, candidates must have: <ul style="list-style-type: none"> <li>• occupational industry experience;</li> <li>• ability and experience in supervising teams;</li> <li>• occupational competence to at least Level 2 in order to register for this qualification.</li> </ul> Candidates must provide evidence of occupational competence in the form of achievement of at least a Level 2 NVQ qualification; or a letter from their employer confirming their suitability and a professional discussion or portfolio of evidence of previous experience.						
<b>Exemptions:</b>	None						
<b>Language of Assessment:</b>	English						

Mandatory Units – Candidates <b><u>MUST</u></b> achieve all units							
Unit Title	Mandatory Unit (M)	Level	Credits	Ofqual Reference	MP Awards Reference	Guided Learning Hours	RPL
Confirming Work Activities and Resources for an Occupational Work Area in the Workplace	M	3	10	A/503/2772	209v2	33	
Developing and Maintaining Good Occupational Working Relationships in the Workplace	M	5	8	M/503/2915	210v2	27	
Confirming the Occupational Method of Work in the Workplace	M	3	11	R/503/2924	211v2	37	
Implementing and Maintaining Health, Safety, Environmental and Welfare Practices in the Workplace	M	3	14	T/617/2877	212v3	40	
Co-ordinating and Organising Work Operations in the Workplace	M	3	14	A/617/2878	213v3	40	
Monitoring Progress of Work Against Schedules in the Workplace	M	3	10	F/617/2879	215v3	30	

Optional Units – Candidates <b><u>MUST</u></b> achieve a minimum of 2 units							
Unit Title	Optional Unit (O)	Level	Credits	Ofqual Reference	MP Awards Reference	Guided Learning Hours	RPL
Allocating and Monitoring the Use of Plant, Machinery, Equipment or Vehicles in the Workplace	O	3	20	T/617/2880	214v3	80	
Confirming Work Meets Contractual, Industry and Manufacturers' Standards in the Workplace	O	3	16	A/617/2881	216v3	50	
Implementing Procedures to Support Team Performance in the Workplace	O	3	13	F/617/2882	217v3	50	
Co-ordinating and Confirming Dimensional Control Requirements of the Work in the Workplace	O	3	9	J/617/2883	218v3	30	

**Centre Staff Requirements:**

**Assessors** and **Internal Verifiers** must:

1. Be **registered** and recognised **by an Approved Centre, registered and approved by MP Awards**.
2. Hold, or are working towards the appropriate qualification as listed in the table below:

Assessor	Internal Verifier
<ul style="list-style-type: none"> <li>Level 3 Award in Assessing Competence in the Work Environment, or</li> <li>Level 3 Certificate in Assessing Vocational Achievement, or</li> <li>SQA Accredited L&amp;D 9DI Assess Workplace Competence Using Direct and Indirect Methods (SCQF Level 8), or</li> <li>A1 Assess Learners Using a Range of Methods*, or</li> <li>D32 and D33 Assess Learner Performance Using Differing Sources of Evidence*.</li> </ul>	<ul style="list-style-type: none"> <li>Level 4 Award in the Internal Quality Assurance of the Assessment Process and Practice, or</li> <li>Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Process and Practice, or</li> <li>SQA Accredited L&amp;D 11 Internally Monitor and Maintain the Quality of Workplace Assessment (SCQF Level 8), or</li> <li>V1 Conduct Internal Verification of the Assessment Process*, or</li> <li>D34 Internally Verify the Assessment Process*.</li> </ul>

\*Holders of A1, D32 or D33 must:

- Assess to the revised National Occupational Standards (NOS) for Assessment;
- Show evidence of CPD to the revised NOS;
- Show evidence of having assessed within the last 18 months.

\*Holders of V1 or D34 must:

- Verify to the revised National Occupational Standards (NOS) for Internal Verification;
- Show evidence of CPD to the revised NOS;
- Show evidence of having internally verified within the last 18 months.

**Assessment Methods:**

**Must be assessed and quality assured in accordance with the Minerals Matter Assessment Strategy and MP Awards evidence requirements.**

For this qualification all learning outcomes must be assessed using methods appropriate to the assessment of competence-based qualifications. There must be valid, authentic and sufficient evidence for all the assessment criteria. There is no requirement for each unit to be assessed separately. Indeed, Assessors are encouraged to adopt a holistic approach, but it is essential that evidence for the assessment criteria in each unit is also identified individually.

The primary source of performance evidence will be from examining products of work produced by the Candidate supported by observation in the workplace, Candidate testimony and questioning/discussions, supported by other forms of evidence such as witness testimonies.

**Simulation is not permitted for this qualification.**

**Minimum Performance Evidence Requirements:**

It is expected that this qualification will be delivered over a sufficient period of time to enable the demonstration of **repeatable** performance and allow for quality assurance to be undertaken. This 'period of time' could vary dependent on the candidate's ability to generate suitable and sufficient evidence. MP Awards recommends a minimum timeframe for this qualification of **10 weeks**. This should be measured from the date of candidate registration. The mandatory minimum timeframe for this qualification is **4 weeks** measured from the first assessment judgement to when the achievement record is signed off and must include a minimum of 2 observations on different dates.

**Assessing Knowledge and Understanding:**

For this qualification all learning outcomes must be assessed using methods appropriate to the assessment of workplace knowledge. There must be valid, authentic and sufficient evidence for all of the assessment criteria. The examples in the list are not exhaustive.

**Holistic approach** is encouraged. Verbal/written questioning (recorded); Professional interview (recorded); Candidate statements

**Assessment System:** Whilst Approved Centres are free to develop their own assessment record system; MP Awards has developed a ready-made system for Centres to use which is available at no cost. However, Centres are advised to check with MP Awards when devising their own assessment system to ensure it meets the standards in full.

**Endorsements:**

The qualification will be endorsed with the Occupational Work Area in which it has been undertaken. MP Awards offers the following endorsements:

- Roadbuilding and Maintenance
- Land Drilling
- Directional Drilling

Other endorsements may be available, please contact the office for further information.

**Fee Structure**

**Full Qualification and Unit registration fees which are inclusive of certification fees can be found on the approved price list, details are available on the website or by contacting MP Awards on 0115 972 6121**

**Review of Charges: Fees are reviewed annually and any changes notified to Approved Centres in October for implementation in January**