

Level 4 NVQ Diploma in Controlling Lifting Operations – Supervising Lifts (Construction)

To achieve your qualification you will need to work with your Assessor and gather sufficient evidence to demonstrate your competency in meeting the required National Occupational Standards.

Your Assessor will provide you with a copy of these Standards, which will help you in understanding how many of the activities that you carry out in your usual working role meet the required competency Standards.

It will be necessary for you to start gathering information which can be used as evidence within your NVQ. The following list gives some examples of documentation that will be useful.

You will need to gather examples of these items in preparation for when your Assessor next visits you. The list below shows some examples of what will be useful and is not an exhaustive list.

Suggested Evidence List

Evidence Type
Method Statements
Risk Assessments
Lift Drawings
Tool Box Talks
Emails : Sent between you and others which include conversations about: Time scales, H&S requirements, Co-ordination of work, Lifts and other people, Plant Hire
Completed Lift Plan – Preferably with you named as Appointed Person. Record or procedures to implement deviations / amendments to plans
Crane Load Charts
Roles and Responsibilities List
Contingency Statement / Accident Book
End Report
Work Schedule
Work Progress Documents
Traffic Management Plan
Environment Policy
Security Policy
Lifting Accessory List / record of inspections (as per LOLER Regs)
Storage and Waste / Recycling Management Policy
Signage / Notice schedule and maintenance
Plant and Equipment Schedule
Pre works meetings Records
Training Matrix – Confirmation of all persons qualified / CPCS card holders : Proposed Training

If you have any questions or wish to discuss some potential evidence, your Assessor will be happy to do so.

Your Assessor can be contacted on the following telephone number:

Assessor Name: **Sean McCloskey**

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