



Summary of the:

**GQA LEVEL 6 NVQ DIPLOMA IN CONSTRUCTION CONTRACTING OPERATIONS MANAGEMENT**

603/2514/8

**Who is this qualification for?**

This qualification is aimed at those who are involved in the Management of Construction Contracting Operations. It is not expected that candidates working in this role have the same responsibilities or requirements so the qualification has a number of pathways to suit a wide range of activities. This qualification is at Level 6, although some units may be at different levels and is primarily aimed at those already carrying out managerial responsibilities. The qualification is structured to ensure that there is a high degree of flexibility within the pathways and units available and will allow employees from companies of all sizes and specialisms equal opportunity to complete.

**What is required from candidates?**

The qualification consists of 4 mandatory units with a credit value of 31 credits, candidates must also achieve the required credits from the selected pathway.

There are other Managerial qualifications for Construction roles available from GQA for those who are not involved in managing Contracting Operations. More information can be found at [www.gqaqualifications.com](http://www.gqaqualifications.com).

Unit Number	Mandatory Units	Level	Credit
D/616/5826	Maintain health, safety and welfare systems in construction contracting operations management	6	10
C600			
R/616/5824	Chair meetings and take decisions in construction contracting operations management	6	8
C601			
Y/616/5825	Develop and maintain working relationships and personal development in construction contracting operations management	6	8
C602			
K/508/5127	Plan, allocate and monitor work of a team in own area of responsibility	4	5
C205			
<b>Pathway 1-General (minimum 50 credits required)</b>			
H/616/5827	Plan measured surveys in construction contracting operations management	6	14
C603			
K/616/5828	Establish the condition of property in construction contracting operations management	6	14
C604			
H/616/5830	Identify, assess and evaluate project requirements in construction contracting operations management	6	18
C605			
K/616/5831	Develop and agree detailed project designs in construction contracting operations management	6	20
C606			
A/616/5834	Specify and control production documents in construction contracting operations management	6	18
C607			
F/616/5835	Prepare procurement schedules and programmes of works in construction contracting operations management	6	16
C608			
L/616/5837	Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management	6	20
C609			
K/616/5845	Obtain tenders and appoint successful contractors in construction contracting operations management	6	12
C610			
A/616/5848	Evaluate enquiries and submit tenders in construction contracting operations management	6	12
C611			
F/616/5849	Evaluate work methods and programme in construction contracting operations management	6	13
C612			
A/616/5851	Analyse, monitor and optimise materials, plant and services in construction contracting operations management	6	13
C613			
J/616/5853	Control contract work in construction contracting operations management	6	13
C614			
R/616/5855	Optimise and control contract progress and costs in construction contracting operations management	6	13

C615			
Y/616/5856	Prepare and agree contract accounts and entitlement in construction contracting operations management	6	14
C616			
C616			
<b>Pathway 2-Estimating Pathway Mandatory Units</b>			
H/616/5830	Identify, assess and evaluate project requirements in construction contracting operations management	6	18
C605			
K/616/5845	Obtain tenders and appoint successful contractors in construction contracting operations management	6	12
C610			
A/616/5848	Evaluate enquiries and submit tenders in construction contracting operations management	6	12
C611			
<b>Pathway 2-Estimating Pathway Optional Units (minimum 12 credits)</b>			
H/616/5827	Plan measured surveys in construction contracting operations management	6	14
C603			
K/616/5828	Establish the condition of property in construction contracting operations management	6	14
C604			
K/616/5831	Develop and agree detailed project designs in construction contracting operations management	6	20
C606			
A/616/5834	Specify and control production documents in construction contracting operations management	6	18
C607			
F/616/5835	Prepare procurement schedules and programmes of works in construction contracting operations management	6	16
C608			
L/616/5837	Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management	6	20
C609			
F/616/5849	Evaluate work methods and programme in construction contracting operations management	6	13
C612			
J/616/5853	Control contract work in construction contracting operations management	6	13
C614			
R/616/5855	Optimise and control contract progress and costs in construction contracting operations management	6	13
C615			
Y/616/5856	Prepare and agree contract accounts and entitlement in construction contracting operations management	6	14
C616			
A/616/5851	Analyse, monitor and optimise materials, plant and services in construction contracting operations management	6	13
C613			
<b>Pathway 3-Buying Pathway Mandatory Units</b>			
H/616/5830	Identify, assess and evaluate project requirements in construction contracting operations management	6	18
C605			
L/616/5837	Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management	6	20
C609			
A/616/5851	Analyse, monitor and optimise materials, plant and services in construction contracting operations management	6	13
C613			
<b>Pathway 3-Buying Pathway Optional Units (minimum 12 credits)</b>			
H/616/5827	Plan measured surveys in construction contracting operations management	6	14
C603			
K/616/5828	Establish the condition of property in construction contracting operations management	6	14
C604			
K/616/5831	Develop and agree detailed project designs in construction contracting operations management	6	20
C606			
A/616/5834	Specify and control production documents in construction contracting operations management	6	18
C607			
F/616/5835	Prepare procurement schedules and programmes of works in construction contracting operations management	6	16
C608			
A/616/5848	Evaluate enquiries and submit tenders in construction contracting operations management	6	12
C611			
F/616/5849	Evaluate work methods and programme in construction contracting operations management	6	13
C612			
J/616/5853	Control contract work in construction contracting operations management	6	13

C614			
R/616/5855	Optimise and control contract progress and costs in construction contracting operations management	6	13
C615			
Y/616/5856	Prepare and agree contract accounts and entitlement in construction contracting operations management	6	14
C616			
K/616/5845	Obtain tenders and appoint successful contractors in construction contracting operations management	6	12
C610			
<b>Pathway 4-Planning Pathway Mandatory Units</b>			
H/616/5830	Identify, assess and evaluate project requirements in construction contracting operations management	6	18
C605			
F/616/5849	Evaluate work methods and programme in construction contracting operations management	6	13
C612			
F/616/5835	Prepare procurement schedules and programmes of works in construction contracting operations management	6	16
C608			
<b>Pathway 4 Planning Pathway Optional Units (minimum 12 credits)</b>			
H/616/5827	Plan measured surveys in construction contracting operations management	6	14
C603			
K/616/5828	Establish the condition of property in construction contracting operations management	6	14
C604			
K/616/5831	Develop and agree detailed project designs in construction contracting operations management	6	20
C606			
A/616/5834	Specify and control production documents in construction contracting operations management	6	18
C607			
A/616/5851	Analyse, monitor and optimise materials, plant and services in construction contracting operations management	6	13
C613			
A/616/5848	Evaluate enquiries and submit tenders in construction contracting operations management	6	12
C611			
J/616/5853	Control contract work in construction contracting operations management	6	13
C614			
R/616/5855	Optimise and control contract progress and costs in construction contracting operations management	6	13
C615			
Y/616/5856	Prepare and agree contract accounts and entitlement in construction contracting operations management	6	14
C616			
K/616/5845	Obtain tenders and appoint successful contractors in construction contracting operations management	6	12
C610			
L/616/5837	Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management	6	20
C609			
<b>Pathway 5 Quantity Surveying Mandatory Units</b>			
A/616/5834	Specify and control production documents in construction contracting operations management	6	18
C607			
R/616/5855	Optimise and control contract progress and costs in construction contracting operations management	6	13
C615			
Y/616/5856	Prepare and agree contract accounts and entitlement in construction contracting operations management	6	14
C616			
<b>Pathway 5 Quantity Surveying -Pathway Optional Units (minimum 12 credits)</b>			
H/616/5827	Plan measured surveys in construction contracting operations management	6	14
C603			
K/616/5828	Establish the condition of property in construction contracting operations management	6	14
C604			
H/616/5830	Identify, assess and evaluate project requirements in construction contracting operations management	6	18
C605			
K/616/5831	Develop and agree detailed project designs in construction contracting operations management	6	20
C606			
F/616/5835	Prepare procurement schedules and programmes of works in construction contracting operations management	6	16
C608			
L/616/5837	Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management	6	20
C609			
K/616/5845	Obtain tenders and appoint successful contractors in construction contracting operations management	6	12

C610			
A/616/5848	Evaluate enquiries and submit tenders in construction contracting operations management	6	12
C611			
F/616/5849	Evaluate work methods and programme in construction contracting operations management	6	13
C612			
A/616/5851	Analyse, monitor and optimise materials, plant and services in construction contracting operations management	6	13
C613			
J/616/5853	Control contract work in construction contracting operations management	6	13
C614			

### Assessment Guidance

Evidence should show that you can complete all of the learning outcomes for each unit being taken.

### Types of evidence:

Evidence of performance and knowledge is required. Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated through performance or by responding to questions.

### Quantity of evidence:

Evidence should show that you can meet the requirements of the units in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

### Potential sources of evidence:

The main source of evidence for each unit will be observation of the candidate's performance and knowledge demonstrated during the completion of the unit. This can be supplemented by the following types of physical or documentary evidence:

- Accident book/reporting systems
- Safety records
- Training records
- Audio records
- Job specifications and documentation
- Delivery Records
- Witness testimonies
- Correspondence with customers
- Notes and memos
- Photo/video evidence
- Work diaries
- Timesheets
- Telephone Logs
- Meeting records
- Records of toolbox talks
- Equipment
- Prepared materials and sites
- Completed work

Please Note that photocopied or downloaded documents such as manufacturers' or industry guidance, H&S policies, Risk Assessments etc, are not normally acceptable evidence for GQA qualifications unless accompanied by a record of a professional discussion or Assessor statement confirming candidate knowledge of the subject. If you are in any doubt about the validity of evidence, please contact your GQA EQA.



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