



Transportation Level 3

Accreditation Edition

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Printed: 4/12/2003

TRP Working Group

Transportation NVQ/SVQ Level 3

Introduction to the qualification

This NVQ/SVQ Level 3 qualification is for transportation practitioners working in transportation planning, road safety engineering and road safety education & training programmes, highway maintenance, network management, traffic management and control, and transportation infrastructure design. The award has been developed by practising transportation professionals working in both the public and private sectors, with the support of key sector professional institutions and associations and in conjunction with the Construction Industry Council.

This award is the first revision of the original Level 3 NVQ/SVQs in the sector. In place of a suite of discrete awards, this new single NVQ/SVQ is designed on a “core and options” basis to serve all Level 3 transportation practitioners, reflecting the current industry focus on an integrated approach to sustainable transport policy. This award is relevant to all those practitioners in the sector who are working in a technician, specialist, support or supervisory capacity. Much of the work of transportation professionals is ‘project based’ - the term project should be interpreted widely to include either small and large scale projects, whether in rural or urban areas.

This award is designed to apply throughout the UK. Candidates pursuing the award in a particular country within the UK will present evidence which will reflect the legislative framework and transportation context of that country.

Figure 1 shows how this award is positioned within the overall National Qualifications Framework.

Level of Attainment \ Category	General Qualifications	Vocationally Related Qualifications	Occupational Qualifications
Higher/level 5	<i>Awards in these categories are delivered in further & higher education, e.g. HND/C, foundation, first and higher degrees</i>		e.g. Transportation Level 5 NVQ/SVQ
Higher/level 4			e.g. Transportation Level 4 NVQ/SVQ
Advanced/level 3	e.g. AS/A2 level	e.g. AVCE, ND/C	Transportation Level 3 NVQ/SVQ
Intermediate/level 2	e.g. GCSE A-C	e.g. Voc. GCSE	e.g. Level 2 NVQ/SVQ
Foundation/level 1	e.g. GCSE D-G	e.g. Voc. GCSE	e.g. Level 1 NVQ/SVQ
Entry			

Figure 1

This Figure 1 framework shows the progression opportunities from lower levels into the new NVQ/SVQ, and from this award into higher levels. The Level 3 NVQ/SVQ is expected to be recognised by relevant professional institutions as contributing to their membership requirements. The award is supported by all the major representative transportation organisations, and the relevant educational and professional bodies. The award has been designed with appropriate flexibility to accommodate regional characteristics in Scotland, Wales and Northern Ireland.

Figure 2 shows how the award is positioned in the national NVQ/SVQ framework regarding its level of competence and responsibility.

Level 1 Competence which involves the application of knowledge in the performance of a range of varied work activities, most of which may be routine and predictable.
Level 2 Competence which involves the application of knowledge in a significant range of varied work activities, performed in a variety of contexts. Some of the activities are complex or non-routine, and there is some individual responsibility or autonomy. Collaboration with others, perhaps through membership of a work group or team, may often be a requirement.
Level 3 <i>Competence which involves the application of knowledge in a broad range of varied work activities performed in a wide variety of contexts, most of which are complex and non-routine. There is considerable responsibility and autonomy, and control or guidance of others is often required.</i>
Level 4 Competence which involves the application of knowledge in a broad range of complex technical or professional work activities performed in a wide range of contexts and with a substantial degree of personal responsibility and autonomy. Responsibility for the work of others and the allocation of resources is often present.
Level 5 Competence which involves the application of a significant range of fundamental principles across a wide and often unpredictable variety of contexts. Very substantial personal autonomy and often significant responsibility for the work of others and for the allocation of substantial resources feature strongly, as do personal accountabilities for analysis and diagnosis, design, planning, execution and evaluation.

Figure 2

The “core and options” matrix for this qualification is shown in Figure 3. The purpose of this arrangement is to combine a “core” of areas of competence that all Level 3 practitioners should possess, with a selection of additional areas of competence reflecting the particular transportation discipline of the candidate.

The Level 3 award consists of eight Units. Candidates must complete all four Core Units, and any four further Optional Units.

FIGURE 3: TRANSPORTATION NVQ/SVQ LEVEL 3 - SCHEDULE OF CORE AND OPTIONAL UNITS

CORE UNITS (All to be completed)	OPTIONAL UNITS (Any 4 to be completed)				
	Policies Procedures	Procurement, tenders, contracts	Legal, Statutory	Design specification	Interper
1 Collect, analyse and present data and information for transportation projects	5. Investigate transportation data and develop forecast tools	7. Prepare estimates for transportation projects	11. Contribute to the assessment of statutory, technical and environmental aspects of transportation projects	12. Develop detailed transportation solutions	15 Deve
2 Implement transportation projects against agreed standards and programmes	6. Prepare for, conduct and report on tests	8. Process estimate, bid and tender enquiries for transportation projects		13. Prepare drawings and schedules for transportation projects	16 Prep resource learning
3 Maintain working relationships		9. Schedule and implement the maintenance of transportation infrastructure		14. Prepare specifications and measure quantities for transportation projects	17 Con organisat promoti
4 Deal with hazards and risks and maintain a safe and healthy working environment		10. Prepare procurement programmes and schedules of work for transportation projects			18 Org in meeti
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Separate Qualification					O21 Ass perform observ

The “core and options” framework is intended to help candidates to design awards that include:

- the necessary core competences for a practitioner at Level 3
- a reflection of the particular transportation discipline of the candidate
- a balance between technical and personal competences
- recognition of the importance of health, safety, welfare and environmental care.

Examples of how particular transportation practitioners could select their Optional Units are as follows. These examples are only indicative. Each candidate will wish to make his/her own selections.

Transportation discipline	Relevant optional units
Transportation planning	5, 6, 10, 11, 12, 13
Road safety engineering	5, 6, 7, 8, 9, 10, 11, 12, 13,14
Highway maintenance	7, 8, 9, 10, 13,14
Road safety ETP	5, 6, 12, 13, 15, 16, 17, 21
Network management	7, 8, 9, 10, 11, 12, 13,14
Traffic management & control	5, 6, 7, 8, 9, 10, 11, 12, 13
Transportation infrastructure design	10,11, 12, 13,14
Development controls	5, 6, 11, 12, 17, 18

Many of the Optional Units will apply across several transportation disciplines. The matrix therefore provides a rich source of opportunities for Level 3 candidates to build awards to reflect their individual job roles.

The Units and Elements for Transportation Level 3 NVQ/SVQ

ORE UNITS (Complete all 4)

Unit TRP3/CO1 Collect, analyse and present data and information for transportation projects
(Based on CISC B22.2,3 & F17.1,2)

- CO1.1 Collect data and information for transportation projects *(Based on CISC B22.2 & F17.1)*
- CO1.2 Analyse and present data and information for transportation projects
(Based on CISC B22.3 & F17.2)

Unit TRP3/C02 Implement transportation projects against agreed standards and programmes
(Based on CISC D31.1,2 & D32.4)

- CO2.1 Implement transportation projects against agreed standards *(Based on CISC D31.1)*
- CO2.2 Monitor project progress against agreed programmes *(Based on CISC D31.2)*
- CO2.3 Complete transportation projects *(Based on CISC D32.4)*

Unit TRP3/C03 Maintain working relationships *[(Based on CISC F46.1,2 (MCI 5.1,2) & F47.1)]*

- CO3.1 Enhance the trust and support of colleagues *[(Based on CISC F46.1 (MCI 5.1)]*
- CO3.2 Enhance the trust and support of those to whom you report *[(Based on CISC F46.2 (MCI 5.2)]*
- CO3.3 Maintain relationships with people who benefit from one's work *(Based on CISC F47.1)*

Unit TRP3/C04 Deal with hazards and risks and maintain a safe and healthy working environment
(Based on CISC E42,1,2 & F21.3)

- CO4.1 Confirm hazards and risk reduction methods *(Based on CISC E42.1,2)*
- CO4.2 Maintain a healthy, safe and productive work environment *(Based on CISC F21.3)*

OPTIONAL UNITS (Complete any 4)

Unit TRP3/OO5 Investigate transportation data and develop forecast tools *(Based on CISC B31.2 & A21.2)*

- OO5.1 Investigate and evaluate data for transportation projects *(Based on CISC B31.2)*
- OO5.2 Develop forecast tools to test the suitability of strategy options *(Based on CISC A21.2)*

Unit TRP3/O06 Prepare for, conduct and report on tests *(Based on CISC B26.1,2,3)*

- O06.1 Prepare for testing *(Based on CISC B26.1)*
- O06.2 Conduct tests *(Based on CISC B26.2)*
- O06.3 Analyse and report test data *(Based on CISC B26.3)*

Unit TRP3/O07 Prepare estimates for transportation projects *(Based on CISC D14.1,2)*

- O07.1 Check estimate, bid and tender enquiry documentation *(Based on CISC D14.1,2)*
- O07.2 Determine the resource requirements and costs within an estimate bid tender
(Based on CISC D14.2)

Unit TRP3/O08 Process estimate, bid and tender enquiries for transportation projects
(Based on CISC D13.1,2)

- O08.1 Confirm potential tenderers for transportation projects *(Based on CISC D13.1)*
- O08.2 Invite estimates, bids and tenders for transportation projects *(Based on D13.2)*

Unit O09 Schedule and implement the maintenance of transportation infrastructure
(Based on E33.2,3)

- O09.1 Schedule the maintenance of transportation infrastructure *(Based on CISC E33.2)*
- O09.2 Contribute to the implementation of the maintenance of transportation infrastructure *(Based on CISC E33.3)*

Unit TRP3/O10 Prepare procurement programmes and schedules of work for transportation projects
(Based on CISC D11.1,2)

- O10.1 Contribute to the development of a procurement programme for transportation projects
(Based on CISC D11.1)
- O10.2 Contribute to the development of a schedule of work for transportation projects
(Based on CISC D11.2)

Unit TRP3/O11	Contribute to the assessment of statutory, technical and environmental aspects of transportation projects <i>(Based on CISC A32.1,2)</i>
O11.1	Contribute to the assessment of statutory and technical aspects of transportation proposals <i>(Based on CISC A32.1)</i>
O11.2	Contribute to the assessment of environmental aspects of transportation proposals <i>(Based on CISC A32.2)</i>
Unit TRP3/O12	Develop detailed transportation solutions <i>(Based on CISC B53.3,4)</i>
O12.1	Identify and select materials and components for transportation projects <i>(Based on CISC B53.3)</i>
O12.2	Analyse detailed design solutions for transportation projects <i>(Based on CISC B53.4)</i>
Unit TRP3/O13	Prepare drawings and schedules for transportation projects <i>(Based on CISC B61.2, B62.1)</i>
O13.1	Assemble design information <i>(Based on CISC B61.2)</i>
O13.2	Prepare drawings and schedules <i>(Based on CISC B62.1)</i>
Unit TRP3/O14	Prepare specifications and measure quantities for transportation projects <i>(Based on CISC B63.1, B64.2)</i>
O14.1	Prepare specifications for transportation projects <i>(Based on CISC B63.1)</i>
O14.2	Measure quantities for transportation projects <i>(Based on CISC B64.2)</i>
Unit TRP3/O15	Develop training sessions <i>(Based on EMPNTO L6.1,2)</i>
O15.1	Identify options for training sessions <i>(Based EMPNTO L6.1)</i>
O15.2	Deliver training sessions for learners <i>(Based on EMPNTO L6.2)</i>
Unit TRP3/O16	Prepare and develop resources to support learning <i>(Based on EMPNTO L7.1,2)</i>
O16.1	Develop learning materials <i>(Based on EMPNTO L7.1)</i>
O16.2	Choose materials to support learning <i>(Based on EMPNTO L7.2)</i>
Unit TRP3/O17	Contribute to the organisation of events and promotions <i>(Based on MSB 332.1,2)</i>
O17.1	Obtain information for planning events and promotions <i>(Based on MSB 332.1)</i>
O17.2	Organise suppliers and supplies <i>(Based on MSB 332.2)</i>
Unit TRP3/O18	Organise and participate in meetings <i>[Based on CISC F28.1,3 and MCI D31.2)]</i>
O18.1	Prepare for formal meetings <i>[Based on CISC F28.1)</i>
O18.2	Participate in meetings <i>[(Based on CISC F28.5 (MCI D31.2)]</i>
O18.3	Record formal meetings and follow up the decisions taken <i>(Based on CISC F28.3)</i>
Unit TRP3/O19	Lead the work of teams and individuals to achieve their objectives
O19.1	Plan the work of teams and individuals <i>[Based on CISC F44.2 (MCI C12.1)]</i>
O19.2	Assess the work of teams and individuals <i>[Based on CISC F44.3 (MCI 12.2)]</i>
O19.3	Provide feedback to teams and individuals on their work <i>[Based on CISC F44.4 (MCI 12.3)]</i>
Unit TRP3/O20	Provide advice and undertake development <i>(Based on CISC F48.1, F49.3)</i>
O20.1	Exchange information and provide advice on technical problems <i>(Based on CISC F48.1)</i>
O20.2	Undertake personal development in the occupational practice area <i>(Based on CISC F49.3)</i>
Separate Qualification	
Unit TRP3/O21	Asses candidates' performance through observation <i>(Based on EMPNTO A2)</i>
O21.1	Agree and reviewing plans for assessing candidates' performance <i>(Based on EMPNTO A2.1)</i>
O21.2	Assess candidates' performance against the agreed standards <i>(Based on EMPNTO A2.2)</i>
O21.3	Assess candidates' knowledge against the agreed standards <i>(Based on EMPNTO A2.3)</i>
O21.4	Make an assessment decision and giving feedback <i>(Based on EMPNTO A2.4)</i>

This Assessment Unit O21 originates from the Employment NTO and forms a separate qualification in its own right and is technically not part of this award. However, this function is considered to be fundamental for road safety ETP officers and those completing this Unit can count it towards achievement of Transportation Level 3. This means that road safety ETP candidates will need to complete three optional units from any category. Candidates not taking Unit O21 will be required to complete eight Units from the list of core and optional Units.