

openreach

ISIS practice
For Openreach and Contract Partners

AEI/ACC/Q036

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Slewing 1

About this document ...

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Content approval

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Version History

Version No.	Date	Author	Comments
Issue 3	14-Mar-2023	Quality Standards & Accreditation	Updated author, Content approval, description, safety, and modular guidance.
Issue 2	21-Apr-2022	Quality Standards & Accreditation	Full document review, updated author, Content approval, description, safety, method, questionnaire, modular guidance, and references.
Issue 1	07-Jan-2020	Carl Morrell	New to bookstore, Updated

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1 *Introduction*

This ISIS is reviewed and updated annually. Between reviews any changes are communicated using Access Engineering Communications (AEC).

Links to ISIS documents, accreditation modules and all reference material can be found in:

- Technical Library, Bookstore or Policy & Build app for Openreach.
- CANDID for Contract Partners.

Answers for all modules are available via the Author of this document (see above).

In order to comply with the requirements of this accreditation module the Assessor must follow the procedure below:

- Allow the time shown for the Delegate to complete.
- Explain that reference documentation can be used.
- The criteria for **all** sections **must** be fulfilled in order to meet the requirements for this module.

2 *Scope*

The target audience for this accreditation is anyone working on the Openreach network including Contract Partners.

This module is essential for anyone carrying out *Slewing 1*. The overall content is covered in the following Description and Method sections, in more detail.

3 *Description*

This module consists of two parts, a questionnaire and a practical assessment.

Content: It will check the Delegates understanding & ability to complete the slewing of ducts up to 2- way with a minimum of 15 meters in length using current working practices and quality standards.

Prerequisites: *The Delegate must have successfully completed the below:*

- SA006 or equivalent.
- Relevant NRSWA units.

Duration: Questionnaire 60 mins **Practical:** Open

4 *Measurement*

Questionnaire: The Delegate must achieve **80%** or greater to be successful. *For Openreach people the questionnaire can be found on Learning Home as an online course using the code: **ORCHK08**.*

Practical: Using the Module Guidance and ISIS documents for reference, the Assessor will check that the Delegate completes the tasks outlined in the Method section.

The Module Guidance outlines where coaching can be provided, highlighted by a Coaching Mark (C) next to each Assessment Pointer. No more than **30%** of the available Coaching Marks can be used.

Assessor Note: The exact score required to pass the questionnaire and the allowed amount of Coaching Marks can be found in the Delegates Details section.

Post Assessment: You **must** enter the results onto the [Skills Passport](#) or Smart Awards for Contract Partners.

5 *Safety*

Caution: If the Delegate displays a disregard for, or lack of knowledge of safety, then **STOP THE ASSESSMENT**. Re-assessment required & refer to safety module for guidance.

Using their mandatory holding of safety and relevant access equipment, the Delegate will demonstrate to the Assessor, the correct safety practices required to successfully complete this accreditation module. This may include a check of:

- Relevant safety modules on National Operative Passport Scheme (NOPS) card (Partners Only).
- Openreach Construction Design Management (CDM) 2015 Regulations Policy followed.
- Tools and Equipment.
- Safe System of Working.
- Risk Assessment and Method Statement.
- Personal Protective Equipment (PPE).
- Equipment checks.
- Relevant New Roads and Street Works Act (NRSWA) qualification.
- Locating and avoiding underground apparatus.
- COSHH (Control Of Substances Hazardous For Health).

- Gas detection equipment.
- Manual handling.
- Abrasive wheels.
- Hand and arm vibration.
- Control of Noise.
- Working in UG (Under Ground) structures.

6 *Method*

Questionnaire: Using reference documentation where required, the Delegate will complete the questionnaire. A maximum of **60** minutes is allowed for this exercise.

Practical: Using the correct tools, equipment and working practices, the Delegate will demonstrate the following:

- Preparation and excavation of the opening.
- Duct support.
- Slewing methods of the duct.
- Backfill and reinstatement of the track.
- Digital evidence recorded as per contract.

The practical assessment can be completed under live or simulated working conditions using one of the below methods:

- On site – During a new build.
- On site – During relevant sections of different builds.
- Simulated in an approved Skill Centre or site.

The Assessor will then use the Module Guidance to verify their understanding and ability to carry out the task.

7 *Delegate Details*

Module No	AEI/ACC/Q036
Title	Assessment of Slewing 1
Date	
Delegate's Name	
UIN/Smart awards number	
OUC	
Assessor's Name	
Assessor's UIN	
Questionnaire	PASS/FAIL
Practical	PASS/FAIL
Notes	

Questionnaire Scoring:

Total Possible Score	Score Achieved	Required Score to Pass
21		17

Practical Scoring:

Total Coaching Marks Available	Total Coached	Total Coaching Marks Allowed
6		1

8 Questionnaire

No.		Mark
1	<p>Name a reference document that can be used when slewing and lowering duct?</p> <p>A. HAUC B. LN550 C. HSG47</p>	
2	<p>What is the minimum cover permitted when slewing single way and 2-way duct to (assuming no levels have been given by developer/HA)?</p> <p>A. Footway 150mm / Carriageway 250mm B. Footway 250mm / Carriageway 450mm C. Footway 350mm / Carriageway 600mm</p>	
3	<p>Wherever possible what size clearance must be kept from other services when slewing duct?</p> <p>A. 100mm B. 150mm C. 200mm</p>	
4	<p>What must take place if you cannot meet the tolerances or specification for slewing the duct?</p> <p>A. TFSD B. TGIF C. TDFS</p>	
5	<p>Where minimum separation from other services cannot be achieved, in no case should the clearance be less than?</p> <p>A. 25mm B. 50mm</p>	

	C. 75mm	
6	<p>What guidelines must be followed when slewing duct in the proximity of trees?</p> <p>A. COSH</p> <p>B. NJUG</p> <p>C. LOLER</p>	
7	<p>Where the minimum separation from other services cannot be achieved, what may be used?</p> <p>A. Cover the existing services in a fine layer of concrete</p> <p>B. A bit of split ducting in-between</p> <p>C. BT approved separator</p>	
8	<p>Where Openreach standard depths for slewing are not achievable what guidance must be ensured that compaction and reinstatement is adhered?</p> <p>A. LOLER</p> <p>B. HSG47</p> <p>C. HAUC</p>	
9	<p>What is the minimum separation between two BT ducts slewed horizontally to each other?</p> <p>A. 25mm</p> <p>B. 50mm</p> <p>C. None</p>	
10	<p>Where can the information be found about minimum duct clearances between Openreach and other plant services?</p>	

	A. HAUC B. HSG47 C. LN550	
11	What measures must be taken to determine if the proposed duct route is possible? A. Proceed to carry on as per job pack B. Pilot holes and trial excavations C. Call the planner	
12	What is the minimum bending radius of D54? A. 3 metres B. 5 metres C. 8 metres	
13	What can be used during the slewing to support the Openreach ducts? Select all that apply. A. Strongback B. Rope C. Cable ties	
14	What method can be used to secure the strongback to the duct line? A. Insulated tape B. Cable ties C. Rope	
15	How should the moving force be applied to the strongback when the	

	ducts are not suspended? Select all that apply	
	<ul style="list-style-type: none"> A. Leverage the duct only B. By rope C. By jack 	
16	<p>When slewing only, what position must the strongback be placed to the duct line?</p> <ul style="list-style-type: none"> A. Firmly lashed to the side of the duct line B. Underneath the duct line C. A strongback can only support the duct joints 	
17	<p>What size excavation is needed to carry out the slewing or lowering or raising of the duct line?</p> <ul style="list-style-type: none"> A. The excavation must be as wide as possible B. The excavation shall be of a size only of that practicable to carry out the work C. The excavation must be at least 500mm deep 	
18	<p>When the duct line is to be lowered, the complete length shall be suspended by what? Select all that apply.</p> <ul style="list-style-type: none"> A. Suitable beams B. Tripods C. Approved winching device D. An insulated leverage bar 	
19	<p>When slewing, for what purpose is split duct used? Select all that apply.</p> <ul style="list-style-type: none"> A. When lowering or raising operations have pulled apart a duct joint B. On repair to a damaged duct C. To cover over existing services in the excavation 	

20	<p>What components can be used to repair a duct? Select all that apply.</p> <p>A. Openreach approved duct repair kits</p> <p>B. Black corrugated pipe</p> <p>C. Split duct</p> <p>D. Duct bend</p>	
21	<p>When carrying out a repair on earthenware duct what should be done? Select all that apply.</p> <p>A. Cut back to a clean square edge</p> <p>B. Back to rough edge</p> <p>C. Back to spigot and socket ends</p>	

9 ***Modular Guidance (Practical)***

The below table should be used as a guide for the Assessor to accurately assess the Delegates knowledge and ability during the practical assessment.

Coaching Marks 'C' are explained in the Measurement section and the total allowed can be found in Delegate Details.

If an Assessment Pointer is followed by an 'X' then not only is no coaching allowed, but failure to meet the standard on the Assessment Pointer means that the standard has not been met for the accreditation a whole.

Task Assessment	Assessment Pointers	Coaching	Document Guidance
Prerequisites	Successfully completed.	X	
Questionnaire	Completed at required 80% or above.	X	
Trained /Skilled	The delegate is trained, experienced and competent in this skill.	X	

	Behaviour and wellbeing, does the person have any difficulty/concerns coping with this task.	X	
Safety	All safety procedures followed, and safe working practices adopted.	X	
	LSBUD (Line Search Before yoU Dig) process followed.	X	
Risk Assessment	An on-site risk assessment should be carried out.	X	
Personal Protective Equipment (PPE)	Correct PPE held, in good condition and used where necessary.	X	
Environment	Weather conditions considered before commencing work.	X	
Equipment Available	Delegate has the correct tools and they are in good condition to complete the task to the current working practices and quality standards.	X	
	Cable locating and tracking equipment available and used correctly.	X	
Job Pack/Work Instructions	All prints and job pack understood.	X	
	Ensure CN drawings are available.	X	
General	Co-ordination between the team while work is in progress.	X	
	Digital evidence recorded.	X	
Work Site	Site marked out and services identified.	X	
	All SLG (Sign Lighting Guarding) used correctly.	X	
Excavation	Track marked out and prepared.	C	
	Correct depth and width excavated.	C	
	Materials excavated correctly stored.	X	
	Track bottom correctly prepared.	C	
Duct	Supported correctly.	C	

	Movement of the duct.	X	
Backfill	Excavation backfilled to correct specification, using correct materials and tools.	C	
	Reinstatement (soft, mono blocks, slabs, footway).	C	
Completion	Site made safe or all SLG removed.	X	
	All rubbish and waste removed from site when the works have been completed.	X	

10 *References*

All the documents below are available through the sites and systems described in the Introduction section. If you require access to external sources within them, then please contact the Author (see above) of this accreditation module.

Assessors Note: All Openreach people should have access to the Policy & Build app via their work mobile phones. Please make sure that this app is accessed during the accreditation.

- LN550.

END OF DOCUMENT
