



**ONTARIO COLLEGE OF TRADES**  

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**ORDRE DES MÉTIERS DE L'ONTARIO**

Apprenticeship  
Training Standard

Construction Craft  
Worker

Trade Code: 450A

Development Date: March 2000

## CONSTRUCTION CRAFT WORKER

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### **TRAINING UNITS**

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**Competency Analysis Profile is at the back of the document.**

### PREFACE

This training document was developed by the Program Development and Standards Unit of the Ministry of Training, Colleges and Universities in consultation with representatives from the industry. These Training Standards are intended to be used by apprentice/trainee, instructors and companies as a blueprint for training or as a prerequisite for government accreditation/certification.

The care and maintenance of this book is the joint responsibility of the apprentice/trainee and the sponsor. The Training Standards were developed specifically for documenting the apprentice's/trainee's acquisition of skills.

The book becomes the only record of an apprentice's/trainee's training.

Please Note: Apprenticeship Training and Curriculum Standards were developed by the Ministry of Training, Colleges and Universities (MTCU). As of April 8th, 2013, the Ontario College of Trades (College) has become responsible for the development and maintenance of these standards. The College is carrying over existing standards without any changes.

However, because the Apprenticeship Training and Curriculum Standards documents were developed under either the Trades Qualification and Apprenticeship Act (TQAA) or the Apprenticeship and Certification Act, 1998 (ACA), the definitions contained in these documents may no longer be accurate and may not be reflective of the Ontario College of Trades and Apprenticeship Act, 2009 (OCTAA) as the new trades legislation in the province. The College will update these definitions in the future.

Meanwhile, please refer to the College's website (<http://www.collegeoftrades.ca>) for the most accurate and up-to-date information about the College. For information on OCTAA and its regulations, please visit: <http://www.collegeoftrades.ca/about/legislation-and-regulations>

### **IMPORTANT DIRECTIONS TO TRAINERS**

The Training Standards identify skills required for this occupation and its related training program.

These Training Standards have been written in concise statements which describe how well an apprentice/trainee must perform each skill in order to become competent.

In using these Training Standards, trainers will be able to ensure that the apprentice/trainee is developing skills detailed for the occupation.

Trainers and apprentices/trainees are required to sign off and date the skills following each successful acquisition.

Sponsors participating in this training program will be designated as the Signing Authority and are required to attest to successful achievement by signing on the appropriate box included at the end of each unit.

### IMPORTANT DIRECTIONS TO THE APPRENTICE/TRAINEE

#### Apprentice

1. All hours working for each sponsor(s) should be recorded in the Sponsor Information section.
2. The “Summary of Hours” should be completed, signed and dated by both the apprentice and sponsor when either all terms of the contract have been completed or the apprentice leaves the sponsor.
3. It is the responsibility of the apprentice to inform the local Apprenticeship Client Services office regarding the following changes:
  - change of sponsor address;
  - change of apprentice name or address;
  - transfer to a new sponsor.
4. At the fulfilment of all terms of a Contract of Apprenticeship, the Apprentice/Trainee Completion Form must be completed and signed by the current sponsor. Present these completed and authorized Training Standards and the Apprentice/Trainee Completion Form to your local Apprenticeship Client Services office.

#### Trainee

1. Training Reports must be signed for modular trainees by a Ministry of Training, Colleges and Universities designated Signing Authority and forwarded to a local Apprenticeship Client Services Office.
2. At the completion of training, the Apprentice/Trainee Completion Form must be completed and signed off by the Sponsor/Signing Authority and submitted to local Apprenticeship Client Services Office.

### NOTICE OF COLLECTION OF PERSONAL INFORMATION

1. At any time during your apprenticeship training, you may be required to show this training standard to the Ministry of Training, Colleges and Universities (the Ministry). You will be required to disclose the signed Apprenticeship Completion form to the Ministry in order to complete your program. The Ministry will use your personal information to administer and finance Ontario's apprenticeship training system, including confirming your completion and issuing your certificate of apprenticeship.
2. The Ministry will disclose information about your program completion and your certificate of apprenticeship to the Ontario College of Trades, as it is necessary for the College to carry out its responsibilities.
3. Your personal information is collected, used and disclosed by the Ministry under the authority of the Ontario College of Trades and Apprenticeship Act, 2009.
4. Questions about the collection, use and disclosure of your personal information by the Ministry may be addressed to the:

Manager, Employment Ontario Contact Centre  
Ministry of Training, Colleges and Universities  
33 Bloor St. E, 2nd floor, Toronto, Ontario M7A 2S3  
Toll-free: 1-800-387-5656; Toronto: 416-326-5656  
TTY: 1-866-533-6339 or 416-325-4084.

**CONSTRUCTION CRAFT WORKER**

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**APPRENTICE/TRAINEE RECORD**

Apprentice/Trainee Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_  
(If applicable)

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**SPONSOR INFORMATION**

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

**Summary of Hours:**

Dates of Employment: \_\_\_\_\_  
From To

Total hours of Training and Instruction between dates of Employment \_\_\_\_\_ Hours

\_\_\_\_\_  
Sponsor's  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Apprentice/Trainee  
Signature

\_\_\_\_\_  
Date





**APPRENTICE/TRAINEE COMPLETION FORM**

Apprentice/Trainee Name \_\_\_\_\_

Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Insurance Number

Training Units when completed should be signed off by Trainer/ Signing Authority on the following page and presented with this completion form to your local Apprenticeship Client Services Office. Any supporting documentation should also be attached.

In-School completed:      Yes ( )                      No ( )                      Not Applicable ( )  
(proof to be provided)

Hours completed as      Yes ( )                      No ( )                      Not Applicable ( )  
per Contract:

Sponsor Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Signing Authority: \_\_\_\_\_

Signature

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**MTCU USE ONLY:**

Recommended for Exam:      Yes ( )                      No ( )

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Consultant

You will be required to disclose this signed form to the Ministry of Training, Colleges and Universities in order to complete your program. The Ministry will use your personal information to administer and finance Ontario's apprenticeship training system. For further information please see the notice/declaration for collection of personal information that is referenced in the table of contents of this training standard.

**TRAINING UNIT COMPLETION FORM**

<b>Training Units</b>	<b>Title</b>	<b>Signing Authority</b>
U5700	Protect Self and Others	_____
U5701	Read and Apply Basic Blue Prints, Drawings and Layouts	_____
U5702	Operate Hand Tools and Power Tools	_____
U5703	Work with Stationary Equipment	_____
U5704	Strip and Handle Materials	_____
U5705	Perform Form Setting	_____
U5706	Rig and Hoist Materials and Equipment	_____
U5707	Erect/Dismantle Scaffolding	_____
U5708	Place Concrete	_____
U5709	Select and Install Temporary and Permanent Barriers and Fencing	_____
U5710	Protect Natural Environment	_____
U5711	Backfill/Compact Site	_____

**U5700.0 PROTECT SELF AND OTHERS**

**GENERAL PERFORMANCE OBJECTIVES**

Protect self and others by: performing housekeeping; identifying and reporting hazards; wearing adjusting and maintaining personal protective equipment; inspecting and maintaining tools and equipment; applying basic first aid to self and others; checking ladders, scaffolds and related equipment; practicing effective communication; placing traffic controls and barriers; performing traffic controls; installing and using fall arrest systems; inspecting soil conditions; maintaining site clear of snow and icy conditions; operating fire extinguishers; locking out and tagging equipment and following confined space, safety, access and egress procedures.

**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

\_\_\_\_\_

\_\_\_\_\_

**SKILLS**

5700.01 Perform housekeeping by: keeping work area clean and free of hazards and debris; storing tools; and stockpiling material to ensure safety of self and others according to company policies, health and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

\_\_\_\_\_

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\_\_\_\_\_

5700.02 Identify and report hazards, on the job site, including: biological, chemical, and physical hazards by: performing inspections; documenting and reporting to supervisor; and responding to hazards according to contractor/company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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\_\_\_\_\_

\_\_\_\_\_

**U5700.0      PROTECT SELF AND OTHERS - Contd.**

5700.03      Wear, adjust and maintain personal protective equipment, including: eye and ear protection, gloves, safety and life lines, masks and respirators and safety equipment to ensure safety of self and others according to manufacturer specifications, company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.04      Inspect and maintain tools and equipment by: visually inspecting; checking for defects; maintaining fluid levels; and identifying need for servicing to ensure safe and efficient operation according to company policies, manufacturer specifications and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.05      Apply basic first aid to self and others by: performing standard first aid and/ or CPR; identifying location of first aid equipment and supplies; and documenting incidents according to company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.06      Check ladders, scaffolding and related equipment by: conducting visual inspection for damaged or missing components; and checking that equipment is secured according to blueprints and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

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**CONSTRUCTION CRAFT WORKER**

**U5700.0      PROTECT SELF AND OTHERS - Contd.**

5700.07      Practise effective communication by: using good verbal and listening skills; using hand signals and sketches; accepting/transferring directions; and operating radios to perform tasks according to company/contractor policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.08      Place traffic controls including: reflectors, barricades, pilons, and signs to protect self and others according to government legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.09      Perform traffic controls by: maintaining traffic flow to protect co-workers, the public and equipment; using personal protective equipment, tools and other equipment, including: bullhorn, radio and signs according to safety and government legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.10      Place safety barriers and railings, including: caution tapes, snow fences, and fasteners to protect self, others and equipment according to company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

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**CONSTRUCTION CRAFT WORKER**

**U5700.0      PROTECT SELF AND OTHERS - Contd.**

5700.11      Install and use fall arrest system by: selecting and inspecting equipment, including: ladders, harnesses and nets according to manufacturer specifications, company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.12      Inspect soil conditions on an on-going basis by: performing visual inspections; identifying soil types/conditions; monitoring soil conditions; and reporting potential hazards to ensure stability according to safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.13      Maintain site clear of snow and icy conditions by: removing snow using hand tools; working with and around equipment, including: loaders, snow-plows, and trucks with plows; and applying de-icers, including: sand and salt to maintain a safe work area according to site conditions and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.14      Operate fire extinguishers, including: types A, B, C, and halon by: determining type of fire; and monitoring/documenting equipment according to manufacturer specifications and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

**CONSTRUCTION CRAFT WORKER**

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**U5700.0      PROTECT SELF AND OTHERS - Contd.**

5700.15      Lock out and tag equipment, tools and devices using: locks, tags, blanks and blocking to protect self and others according to manufacturer specifications, company/contractor procedures and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5700.16      Follow confined space, access and egress and work procedures by: using safety equipment; and documenting and monitoring air quality, manpower and toxic substances according to company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

Employer's Name	Employer's Signature
_____	_____

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**CONSTRUCTION CRAFT WORKER**

**U5701.0      READ AND APPLY BASIC BLUE PRINTS, DRAWINGS AND LAYOUTS**

**GENERAL PERFORMANCE OBJECTIVES**

Read and apply basic blue prints, drawings and layouts by: following sketches and drawings; applying basic drawings, scales and symbols; applying metric and imperial measurements and setting up and using measuring devices.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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\_\_\_\_\_

**SKILLS**

5701.01      Follow sketches and drawings by: identifying and locating symbols, including: reference points and utilities from blue prints; and using drawings to layout according to architectural engineering specifications

Date Completed

Supervisor's Signature

Apprentice's Signature

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5701.02      Apply basic drawings, scales and symbols, using scale rulers and tapes according to architectural standards.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

**U5701.0 READ AND APPLY BASIC BLUE PRINTS, DRAWINGS AND LAYOUTS**  
- Contd.

5701.03 Apply metric and imperial measurements by: performing trade related calculations, including: lines, angles, triangles and formulae according to engineered drawings.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5701.04 Set up and use measuring devices, including: tripods, levels, transits, lasers, chains and rods, to calculate distance, levels and heights and to transfer grade from bench mark according to engineered drawings, blueprints and manufacturer specifications.

Date Completed

Supervisor's Signature

Apprentice's Signature

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\_\_\_\_\_

Employer's Name

Employer's Signature

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**U5702.0 OPERATE HAND TOOLS AND POWER TOOLS**

**GENERAL PERFORMANCE OBJECTIVES**

Operate hand and power tools by: selecting, using and maintaining hand tools, powder actuated tools, power tools and operating cutting torches.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5702.01 Select, use and maintain powder-actuated tools by: determining load(s), including: wood, steel and concrete; using personal protective equipment; and performing maintenance according to manufacturer specifications, company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5702.02 Select, use and maintain power tools, including: circular saws, chippers and grinders by: determining task to be performed; using personal protective equipment; and performing maintenance and inspection of tools according to manufacturer specifications, company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

**U5702.0 OPERATE HAND TOOLS AND POWER TOOLS - Contd.**

5702.03 Select, use and maintain hand tools, including: saws, hammers and shovels by: determining task to be performed; using personal protective equipment; and cleaning and storing according to company policies, manufacturer specifications and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5702.04 Operate cutting torches, by: determining gauges, gases and flashback arresters; using personal protective equipment; and positioning safety equipment, including: fire extinguishers, fire blankets and fire hoses according to company policies, manufacturer specifications, health and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

Employer's Name	Employer's Signature
_____	_____

**U5703.0 WORK WITH STATIONARY EQUIPMENT**

**GENERAL PERFORMANCE OBJECTIVES**

Work with stationary equipment by: erecting and positioning stationary equipment; performing daily equipment inspections; and operating stationary equipment.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5703.01 Erect and position stationary equipment, including: pumps, compressors, generators and lighting plants by: levelling and barricading equipment; using personal protective equipment; placing blocks and pads; and checking fluid levels and ventilation according to manufacturer specifications, environmental, health and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5703.02 Perform daily equipment inspections, by: monitoring oil and fuel levels; using personal protective equipment; checking for leaks and structural cracks; and logging information according to manufacturer specifications, environmental and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

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**U5703.0      WORK WITH STATIONARY EQUIPMENT - Contd.**

5703.03      Operate stationary equipment, including: pumps and hoses by: applying work principles; using personal protective equipment; moving from hole to hole; and checking foot valves according to manufacturer specifications, and environmental and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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Employer's Name

Employer's Signature

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**U5704.0 STRIP AND HANDLE MATERIALS**

**GENERAL PERFORMANCE OBJECTIVES**

Strip and handle materials by: selecting and using tools, equipment and personal protective equipment; loading/unloading incoming and outgoing materials and equipment; stripping and removing form work; cleaning and stacking used materials; inventorying, and distributing and moving materials around the job site.

**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5704.01 Select and use tools, equipment and personal protective equipment, including: eye and ear protection, gloves, masks and respirators to ensure safe and effective operation by following maintenance and operational instructions according to manufacturer specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5704.02 Load/unload incoming and outgoing materials and equipment, by: using rigging and hoisting equipment including: slings, cables, chains, binders, clamps and tensioners; conveying signals; documenting and preparing for ship out according to manufacturer specifications, company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

**U5704.0 STRIP AND HANDLE MATERIALS - Contd.**

5704.03 Strip and remove form work, using rigging and hoisting equipment and tools, including: slings, cables, chains, binders, clamps and tensioners to remove hardware and form work according to generally accepted industry standards and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5704.04 Clean and stack used materials, including: lumber, jacks, false work, and high load systems, using: hand and power tools, equipment and form oil according to company/contractor procedures, safety legislation and manufacturer specifications.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5704.05 Inventory and distribute materials, by: counting and verifying items; documenting materials; reporting status of supplies; and distributing to storage areas according to contractor and manufacturer specifications.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5704.06 Move materials around job site, using rigging and hoisting equipment, including: slings, cables, chains, binders, clamps and tensioners; using manual techniques; and conveying signals to place material according to job site plan, manufacturer specifications, company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

Employer's Name	Employer's Signature
_____	_____

**U5705.0 PERFORM FORM SETTING**

**GENERAL PERFORMANCE OBJECTIVES**

Perform Form Setting by: following basic blueprints and layouts; selecting, using and maintaining tools; and aligning and bracing forms.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5705.01 Follow basic blueprints and layout, by determining bench marks, to proceed with work to be done according to specifications.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5705.02 Select, use and maintain tools for task, by cleaning and storing tools to maintain good working condition; and using personal protective equipment according to manufacturer specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

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**U5705.0      PERFORM FORM SETTING - Contd.**

5705.03      Align and brace forms, including: 4x4s, jacks, ratchet, and cable jacks/turfers by plumbing and levelling according to blueprints and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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\_\_\_\_\_

Employer's Name

Employer's Signature

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**U5706.0 RIG AND HOIST MATERIALS AND EQUIPMENT**

**GENERAL PERFORMANCE OBJECTIVES**

Rig and hoist materials and equipment by: selecting and using rigging equipment; performing rigging techniques; communicating with operator and co-workers; securing, releasing and directing load; installing blocking and selecting and using chain falls, ratchet hoist and turfers.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5706.01 Select and use rigging equipment, by: determining site conditions; determining type of materials, including wire rope, nylon slings, chains and softeners; using personal protective equipment; determining rigging size, cable, hook diameter, hook size, levelling devices and tag line; tying knots; and applying load weight data according to company policies, manufacturer specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5706.02 Perform rigging techniques, including: choking and cradling, by: determining location of fastening and centre of gravity; and attaching hardware, including: turnbuckles, chains, shackles, wire rope, nylon slings and softeners according to company policies, manufacturer specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

**U5706.0 RIG AND HOIST MATERIALS AND EQUIPMENT - Contd.**

5706.03 Communicate with operator and co-workers, using radio and international hand signals, including: raising/lowering, load line, boom up/down or extend, walking, turning, swinging, landing and pick up, while moving load according to company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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_____	_____	_____
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5706.04 Secure, release and direct load, by: determining firm, solid location; using personal protective equipment; installing cribbing/block, chains and bear traps; blocking load to prevent rolling or separating; releasing load; and disassembling rigging hardware according to company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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_____	_____	_____
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5706.05 Install blocking using jacks, by: determining load weight and jack points for the material; using personal protective equipment; selecting jacks and blocking; and installing blocking as the job progresses according to manufacturer specifications, company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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_____	_____	_____
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**CONSTRUCTION CRAFT WORKER**

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**U5706.0 RIG AND HOIST MATERIALS AND EQUIPMENT - Contd.**

5706.06 Select and use chain falls, ratchet hoist and turfers, by: determining suspension, attachment point and bearing capacity; aligning form work; and directing materials being lifted according to manufacturer specifications, company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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\_\_\_\_\_

Employer's Name

Employer's Signature

\_\_\_\_\_

\_\_\_\_\_

**U5707.0 ERECT/DISMANTLE SCAFFOLDING**

**GENERAL PERFORMANCE OBJECTIVES**

Erect/dismantle standard frame scaffolding by: following basic blueprints; performing pre-installation inspections and tagging; preparing base; placing mudsills; installing scaffolding; installing access, egress and tie-in components; inspecting, maintaining and documenting equipment; and dismantling and storing scaffolding.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

\_\_\_\_\_

\_\_\_\_\_

**SKILLS**

5707.01 Follow blue prints, by interpreting symbols and determining location and materials requirements according to layout and sketches.

Date Completed

Supervisor's Signature

Apprentice's Signature

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5707.02 Perform pre-installation inspection and tagging, by: following basic blueprints, sketches and material list; using personal protective equipment; inspecting components; and tagging according to company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5707.03 Prepare base, by: using tools, including: shovels, chains and tapes; working with and around equipment, including: bulldozers and excavators; laying out and surveying area; and excavating according to company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

**U5707.0      ERECT/DISMANTLE SCAFFOLDING - Contd.**

5707.04      Place mudsills, by: checking base level and soil compaction; using personal protective equipment; selecting materials, including: planks, concrete and blocking; laying out from blueprints; and placing materials according to specifications and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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5707.05      Install scaffolding, including: standard frame, tube and clamp, and stick built by: plumbing, levelling and aligning scaffold components, using hand and power tools, including: levels, wrenches and impacts; placing screw legs; and aligning structure, using string line or transit according to manufacturer specifications, safety legislation, engineering specifications and blueprints.

Date Completed	Supervisor's Signature	Apprentice's Signature
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5707.06      Install access and egress, using: ladders, stairs, platforms and personal protective equipment, to achieve safe approach to work area according to company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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5707.07      Install scaffolding tie-ins and components, according to manufacturer specifications, drawings and engineering specifications and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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**CONSTRUCTION CRAFT WORKER**

**U5707.0      ERECT/DISMANTLE SCAFFOLDING - Contd.**

5707.08      Inspect, maintain and document equipment, including: platforms and scaffolding, using hand and power tools, including: wrenches and levels by visually inspecting; replacing missing components; and documenting and tagging according to manufacturer specifications and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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5707.09      Dismantle and store scaffolding, by: removing components in order; and placing in designated storage area according to manufacturer recommendations, company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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Employer's Name	Employer's Signature
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**U5708.0 PLACE CONCRETE**

**GENERAL PERFORMANCE OBJECTIVES**

Place concrete by: selecting and using tools, equipment and personal protective equipment; installing materials; levelling to grade; and protecting surfaces.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5708.01 Select and use tools, equipment, including: rakes, screeds, darbys, trowels, vibrators, rubber gloves and boots and personal protective equipment for work to be done according to company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5708.02 Install materials, including: concrete and grout by: working with and around equipment, including: pumps, concrete buggies, curb/barrier wall machines and cranes; using tools, including: wheelbarrows; and placing and reinforcing materials according to manufacturer specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

**U5708.0 PLACE CONCRETE- Contd.**

5708.03 Level to grade, by: topping off concrete to desired elevation; using personal protective equipment; and using tools, including: rakes and screeds according to drawings, specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5708.04 Protect surfaces, by: covering area with materials, including: burlap, straw and frost blankets; using personal protective equipment; and applying chemicals according to engineering specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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Employer's Name

Employer's Signature

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**U5709.0 SELECT AND INSTALL TEMPORARY AND PERMANENT BARRIERS AND FENCING**

**GENERAL PERFORMANCE OBJECTIVES**

Select and install temporary and permanent barriers and fencing by: following basic blueprints and specifications; installing temporary barriers; installing temporary and permanent fencing; and dismantling, storing and shipping barriers and fencing.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5709.01 Follow basic blueprints and specifications, by: determining tools and equipment requirements, including: backhoes, loaders and rigging equipment; using personal protective equipment; aligning and drilling holes; installing posts; working with and around machines and equipment; applying rigging; installing /attaching panels, rails and cables; and applying transaction end treatment according to company policies, safety and related legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5709.02 Install temporary barriers, including: jersey barriers, temporary guard rails, and transaction end treatments by: working with and around equipment, including: cranes, backhoes and loaders; using personal protective equipment; applying rigging; and installing panels, rails and cables according to blueprints and specifications and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

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**U5709.0 SELECT AND INSTALL TEMPORARY AND PERMANENT BARRIERS AND FENCING - Contd.**

5709.03 Install temporary and permanent fencing, including: chain link, barb wire, wood and metal panel by: laying out and drilling holes; inserting posts; plumbing and aligning posts; installing rails, panels and fencing; stretching materials; using personal protective equipment; using tools and equipment, including: augers, skid steer, loaders, wrenches, and hammers according to layout, blueprints and specifications and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____

5709.04 Dismantle, store and ship barriers and fencing, by: removing materials in order; placing and securing materials on vehicle; using personal protective equipment; transporting materials to designated storage; and restoring area according to specifications, and safety and environmental legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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	Employer's Name	Employer's Signature
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**U5710.0 PROTECT NATURAL ENVIRONMENT**

**GENERAL PERFORMANCE OBJECTIVES**

Protect natural environment by: following Environmental Plan; installing containment measures; and managing spills and solid wastes.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5710.01 Follow Environmental Plan, by: determining materials, methods, and equipment requirements; and using personal protective equipment according to health and safety legislation and company policies.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5710.02 Install containment measures, including: straw, baffles, burlap, posts, gabions, rip-rap and fencing by: working with and around machines; using personal protective equipment; and using hand tools, including: shovels, sledgehammers and post pounders according to environmental plan, health, safety and environmental legislation and company policies.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**U5710.0      PROTECT NATURAL ENVIRONMENT - Contd.**

5710.03      Manage spills and solid wastes, by: setting up containment; placing absorbent materials, including: straw, baffles, sand and sawdust; working with and around machines; setting up pumps; using hand tools, including: vacuums; and using personal protective equipment according to site plan, health, safety and environmental legislation and company policies.

Date Completed

Supervisor's Signature

Apprentice's Signature

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Employer's Name

Employer's Signature

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**U5711.0 BACKFILL/COMPACT SITE**

**GENERAL PERFORMANCE OBJECTIVES**

Backfill/compact site by: following basic blueprints; performing traffic control for job location; placing protection board and/or insulation; placing and compacting materials; installing vapour barriers; and installing material to grade.

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**PERFORMANCE OBJECTIVES**

Supervisor's Name (Print)

Apprentice's Name (Print)

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**SKILLS**

5711.01 Follow basic blueprints, to determine tools, equipment and personal protective equipment requirements according to referencing plans.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5711.02 Perform traffic control for job location, by: placing signs and barricades, including: caution tape and a signal person; and using personal protective equipment, including: signal vest and radio according to Highway Traffic Act, and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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5711.03 Place protection board and/or insulation, by: preparing and installing material according to drawings, specifications, company policies and safety legislation.

Date Completed

Supervisor's Signature

Apprentice's Signature

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**CONSTRUCTION CRAFT WORKER**

**U5711.0 BACKFILL/COMPACT SITE - Contd.**

5711.04 Place and compact material, using equipment, including: plate tampers, rollers and jumping jacks, by: checking fluids; placing fill; and compacting fill according to specifications, company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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5711.05 Install vapour barriers, by: preparing work area; using personal protective equipment; measuring area to be covered; and cutting, placing and securing barrier according to specifications, company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
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5711.06 Install materials, to grade by: checking grade; and removing debris according to company policies and safety legislation.

Date Completed	Supervisor's Signature	Apprentice's Signature
_____	_____	_____
	Employer's Name	Employers Signature
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**AREAS OF  
COMPETENCY**



**COMPETENCY ANALYSIS PROFILE  
CONSTRUCTION CRAFT WORKER  
ON-THE-JOB TRAINING STANDARDS**

**← SKILLS →**

<b>Protect Self and Others</b>  <b>U5700.0</b>	Perform Housekeeping  5700.01	Identify and report hazards in the work area  5700.02	Wear, adjust and maintain personal protective equipment  5700.03	Inspect and maintain tools and equipment  5700.04	Apply basic first aid to self and others  5700.05
	Check ladders, scaffolding and related equipment  5700.06	Practice effective communications  5700.07	Place traffic controls  5700.08	Perform traffic controls  5700.09	Place safety barriers and railings  5700.10
	Install and use fall arrest systems  5700.11	Inspect soil conditions  5700.12	Maintain site clear of snow and icy conditions  5700.13	Operate fire extinguishers  5700.14	Lock out and tag equipment  5700.15
	Follow confined space safety, access and egress and work procedures  5700.16				
<b>Read and interpret basic blue prints, drawings and layout</b>  <b>U5701.0</b>	Follow sketches and drawings  5701.01	Apply basic drawings, scales and symbols  5701.02	Apply metric and imperial measurements  5701.03	Set up and use measuring devices  5701.04	
<b>Operate hand tools and power tools</b>  <b>U5702.0</b>	Select, use and maintain power actuated tools  5702.01	Select, use and maintain power tools  5704.02	Select, use and maintain hand tools  5704.03	Operate cutting torches  5704.04	
<b>Work with stationary equipment</b>  <b>U5703.0</b>	Erect and position stationary equipment  5703.01	Perform daily equipment inspections  5703.02	Operate stationary equipment  5703.03		
<b>Strip and Handle Materials</b>  <b>U5704.0</b>	Select and use tools, equipment and PPE  5704.01	Load/unload incoming and outgoing materials and equipment  5704.02	Strip and remove form work  5704.03	Clean and stack used materials  5704.04	Inventory and distribute materials  5704.05

**AREAS OF  
COMPETENCY**



**COMPETENCY ANALYSIS PROFILE  
CONSTRUCTION CRAFT WORKER  
ON-THE-JOB TRAINING STANDARDS**

← **SKILLS** →

	Move materials around job site  5704.06				
<b>Perform Form Setting</b>	Follow basic blue print and layout  5705.01	Select, use and maintain tools  5705.02	Align and brace forms  5705		
<b>Rig and Hoist Materials and Equipment</b>  U5706.0	Select and use rigging equipment  5706.01	Perform rigging techniques  5706.02	Communicate with operator and co-workers  5706.03	Secure, release and direct load  5706.04	Install blocking  5706.05
	Select and use chain falls, come-alongs and turfers  5706.06				
<b>Erect/Dismantle Scaffolding</b>  U5707.0	Follow blueprints  5707.01	Perform pre-installation inspection and tagging  5707.02	Prepare base  5707.03	Place mudsills  5707.04	Install scaffolding  5707.05
	Install access and egress  5707.06	Install scaffolding tie-ins and components  5707.07	Inspect, maintain and document equipment  5707.08	Dismantle and store scaffolding  5707.09	
<b>Place Concrete</b>  U5708.0	Select and use tools, equipment and PPE  5708.01	Install materials  5708.02	Level to grade  5708.03	Protect surfaces  5708.04	
<b>Select and Install temporary and permanent barriers and fencing</b>  U5709.0	Follow basic blueprints  5709.01	Install temporary barriers  5709.02	Install temporary and permanent fencing  5709.03	Dismantle, store and ship barriers and fencing  5709.04	

**AREAS OF  
COMPETENCY**



**COMPETENCY ANALYSIS PROFILE  
CONSTRUCTION CRAFT WORKER  
ON-THE-JOB TRAINING STANDARDS**

← **SKILLS** →

<b>Protect Natural Environment</b>  <b>U5710.0</b>	Follow Environmental Plan  5710.01	Install containment measures  5710.02	Manage spills and solid wastes  5710.03		
<b>Backfill/Compact Site</b>  <b>U 5711.0</b>	Follow basic blueprints  5711.01	Perform traffic control for job location  5711.02	Place protection board and/or insulation  5711.03	Place and compact material  5711.04	Install vapour barriers  5711.05
	Install materials to grade  5711.06				