

## **PROFESSIONAL STANDARD OF CONSTRUCTION WORK MANAGER**

<b>1. Title of profession, level of qualification</b>	
<b>Construction work manager</b>	Fourth level of professional qualification (4th LPQ) (corresponds to the Latvian Qualifications Framework level 5 (5th LQR))
<b>2. Professional qualification requirements</b>	
<b>Professional specializations:</b> None.	
<b>Related occupations, level of qualification:</b> None.	
<b>3. Summary of basic tasks and duties of professional activity</b>	
<p>The construction work manager plans and manages the implementation of specific building construction projects based on the project documentation, the conditions of the construction contract, the laws and regulations of the Republic of Latvia, Latvian national standards and technical regulations, as well as the regulatory norms of the European Union and international law, plans the cooperation of all participants involved in the implementation of the construction project and the procedure for carrying out construction work, takes the necessary measures to ensure quality and labour protection at the construction site, prepares the executive documentation of the construction as required by the construction regulations.</p> <p>Specific requirements and regulation of the profession - regulated profession, according to the requirements of the regulatory enactments independent practice in the field of construction requires a certificate of a construction specialist in the relevant specialty, field of activity.</p> <p><b>Duties and tasks of the construction work manager:</b></p> <p><b>3.1. Evaluation of the building design documentation:</b></p> <ul style="list-style-type: none"><li>- To get acquainted with building design documentation;</li><li>- To assess the compliance of the building design documentation with the stated purpose of the construction project, regulatory enactments and building standards;</li><li>- To inform the client of the results of the assessment of the construction documents;</li><li>- To participate in the evaluation of the construction products to be used in the design project;</li><li>- To draw up a project for carrying out the work;</li><li>- To organise the approval of the design of the works in accordance with the requirements of the regulatory enactments.</li></ul> <p><b>3.2. Organization and planning of construction work:</b></p> <ul style="list-style-type: none"><li>- To plan the organization of the implementation of the building design;</li><li>- To organize preparation works for the construction site;</li><li>- To organize the delineation of the axes of the building or structure, existing and planned utilities;</li><li>- To provide the necessary resources for the construction site;</li><li>- To maintain the functionality of the construction site;</li><li>- To monitor adjacent structures and adjacent areas during the construction process.</li></ul>	

### **3.3. Implementation of the construction works:**

- To carry out operational management of construction works;
- To manage the construction works in accordance with the building design;
- To keep records of the construction work carried out, the construction products installed and the quality of the work in accordance with the requirements of the regulatory enactments;
- To prepare detailed information on the progress of the construction works;
- To assess possible changes to the building design;
- To carry out regular measurements during the execution of the works.

### **3.4. Managing and completing of the construction works:**

- To carry out the execution and operational management of the building works as foreseen in the building design;
- To organize clean-up of the construction site, the construction area and the adjacent territory;
- To prepare the executive documentation for the completion of the works;
- To analyze the resources consumed in the performance of the construction works;
- To evaluate the results of the monitoring of the detected changes in the technical condition of the adjacent structures;
- To implement the necessary measures to ensure the further operation and maintenance of the construction object.

### **3.5. Supervision and control of building work:**

- To use building information, building information modelling and construction quality control systems;
- to carry out an initial check of the documentation relating to the execution of the works on the building, the construction products and construction structures, appliances, machinery and similar equipment supplied;
- To provide technological control of individual work operations or processes;
- To collaborate with accredited research laboratories;
- To participate in the organisation of the final inspection of the completed (to be handed over) type of work or construction cycle (construction element);
- To participate in the performance of the obligations assumed by the building contractor during the building warranty period.

### **3.6. Compliance with the basic principles of safe working environment measures and professional practices on the construction site:**

- To comply with the rules governing labour relations on the construction site;
- To monitor compliance with occupational health and environmental protection requirements on the construction site;
- To comply with fire safety regulations on the construction site;
- To assess their own ability to work and their state of health in the workplace and during the performance of their duties;
- To take appropriate action in the event of an accident on the construction site;
- To adhere to the basic principles and ethical standards of professional practice;
- To continue further education and training.

4. The skills and attitudes, PROFESSIONAL knowledge and competences required for the performance of the main tasks and duties of the professional activity					
No.	Tasks	Skills and attitudes	Professional knowledge	Competences (level of qualification)	
4.1.	To get acquainted with building design documentation.	To comply with the laws, building codes, Latvian national standards and other regulatory enactments applicable to the construction industry in order to carry out professional activities.	<u>At the level of understanding:</u>  Types of construction products and their applications. Principles of construction standardization.  <u>At the level of use:</u>	Ability to independently consult building design documentation.	5. LQR
		To use the building design documentation.			
4.2.	To assess the compliance of the building construction documentation with the stated purpose of the building design, regulatory enactments and building standards.	To assess the compliance of the content of the building design with building regulations.	Legislation, building codes and Latvian national standards in construction industry. Composition of building designs, their correspondence to building groups. Construction technologies. Requirements for the presentation of building design documentation. BIM model analysis. The nature of construction time standards and calculation of completion times. Methods of surveying the extent of construction work.	Ability to responsibly assess the adequacy of building construction documents to the stated purpose of the building design.	5. LQR
		To analyze the adequacy of information in the building design drawings.			
		To participate in the examination of the technical specification and the building design.			
		To summarize the deviations found in the building design documentation.			
		To identify the risks to the implementation of the building design.			
4.3.	To inform the client of the results of the assessment of the construction documentation.	To make proposals to fill gaps in procurement and/or construction documents.		Ability to inform the client of the results of the evaluation of the construction documents.	5. LQR
		To justify proposals to remedy deficiencies in procurement and/or construction documents.			

4.4.	To participate in the evaluation of the construction products to be used in the building design.	<p>To identify the availability of construction products for the building design.</p> <p>To participate in the selection of construction products and preparation of estimates.</p> <p>Preparation of building product approval acts.</p>		Ability to responsibly evaluate the construction products envisaged in the building design and to make proposals for their replacement if necessary.	5. LQR
4.5.	To draw up a project for carrying out the work.	<p>To develop responsibly the project to carry out the work, including a quality <u>monitoring plan</u>.</p> <p>To determine the labour consumption and skills required for the construction work.</p> <p>To establish a timetable for the execution of the works.</p> <p>To draw up a general plan of construction works.</p> <p>To comply with the rules for the execution of documents in the construction industry.</p>	<p><u>At the level of understanding:</u></p> <p>Principles for sustainable construction.</p> <p>Sequence of work on the construction site.</p> <p>Distribution of rights and responsibilities during the construction process.</p> <p>Composition and conditions of the building design.</p> <p><u>At the level of use:</u></p> <p>Types and technologies of construction work performed in the building construction industry. The process of coordinating construction work with other workers on the construction site.</p> <p>Composition of the project and conditions for its development.</p> <p>Schedule for the execution of the construction work. The basic principles of a quality monitoring plan.</p>	Ability to responsibly develop a work project for a construction site.	5. LQR
4.6.	To organise the approval of the design of the works in accordance with the requirements of the regulatory enactments.	<p>To coordinate the design of the works with the proponent of the construction in accordance with its competence.</p> <p>To inform the participants in the construction process of the agreed design for the works.</p>	<p><u>At the level of use:</u></p> <p>Composition of the project and conditions for its development.</p> <p>Engineering graphics in construction.</p>	Ability to organize the coordination of the work performance project in accordance with the requirements of regulatory enactments.	5. LQR

4.7.	To plan the organization of the realization of the construction object.	<p>To participate in the development of a model of mutual cooperation and communication between the participants involved in the implementation of the construction object.</p> <p>To coordinate the plan of mutual cooperation and communication of the participants involved in the implementation of the construction object.</p> <p>To carry on the professional civil liability insurance of the construction specialist in accordance with the requirements of regulatory enactments.</p> <p>To check the public liability insurance of building contractors.</p>	<p><u>At the level of understanding:</u></p> <p>Legislation on insurance in the construction industry.</p> <p><u>At the level of use:</u></p> <p>Organization and management of construction processes.</p>	Ability to independently plan the organization of the construction object, coordinating the plan of mutual cooperation and communication of the participants involved in the construction object.	5. LQR
4.8.	To organize the construction site preparation works.	<p>To inspect the construction site before starting construction work.</p> <p>To manage the construction site preparation works in accordance with the work organization project and the work performance project in accordance with the construction work master plan.</p> <p>To implement electronic registration of persons on the construction site and accounting of working time of employed persons.</p> <p>To control the site preparation works before starting the construction works of the building.</p> <p>To participate in the connection of the construction site to the appropriate engineering networks..</p> <p>To verify that the boundaries of the construction site are in accordance with the design.</p>	<p><u>At the level of use:</u></p> <p>Basic principles of electronic working time accounting system.</p> <p>Application of construction documentation on the construction site.</p> <p>Geodetic surveys, cartography.</p>	Ability to organize site preparation work, observing the requirements of the work organization project and work performance project.	5. LQR

4.9.	To organize the demarcation of the building, construction axes, existing and planned engineering networks.	To cooperate with the holders of existing utilities.	<u>At the level of perception:</u> Basic principles of construction thermal physics.	Ability to organize the demarcation of the axis of the building or structure, the existing and projected engineering networks in accordance with the requirements of regulatory enactments and the building design.	5. LQR
		To obtain the necessary permits from engineering network holders.	<u>At the level of understanding:</u> Engineering networks and their types. Geodetic surveys, cartography.		
		To participate in the design of axes in accordance with the requirements of regulatory enactments.			
4.10.	To provide the construction site with the necessary resources.	to plan construction products, mechanization of construction works and application of rational technology.	<u>At the level of use:</u> Types of construction products and their applications. Application of mechanization and technologies of construction works in the construction site. Organization and management of construction processes.	Ability to provide the construction site with the necessary resources and maintain its functionality.	5. LQR
		To organize a smooth and rational use of labour resources throughout the construction of the building.			
		To coordinate the delivery schedule of construction products.			
		To involve appropriately qualified contractors.			
		To control the conformity of the construction products and technologies used in the construction works of the building to the building design.			
4.11.	To maintain the functionality of the construction site.	To create an optimal construction site infrastructure in accordance with the requirements of the regulatory enactments in the construction industry.	<u>At the level of use:</u> Planning and organization of construction works. Legislation, building codes and Latvian national standards in construction industry. Regulatory enactments governing construction, labour protection, fire safety and environmental protection. Electrical safety on construction sites.		
		To follow the changes of the project and its compliance with the current situation on the construction site.			
		To inform the participants involved in the implementation of the construction about the changes in the organization of the construction site.			

		To control the performers of construction works involved in the construction work for the implementation of changes in the organization of the construction site.			
		To organize the maintenance of the construction site throughout the construction period of the building in accordance with the requirements of regulatory enactments in the construction industry.			
4.12.	To monitor adjacent structures and adjacent areas during the construction process.	To organize the monitoring of the technical condition of the adjacent buildings during the construction process of the building.	<u>At the level of understanding:</u> Regulations for technical inspection of buildings.	Ability to monitor adjacent buildings and adjacent areas during the construction process.	5. LQR
		To participate in the process of monitoring the territories adjacent to the adjacent structures during the construction process of the building.	<u>At the level of use:</u> Types of monitoring of adjacent buildings and adjacent territories		
		To inform the responsible institutions and building owners about the observations established during the monitoring.	Assessment of the technical condition of buildings.		
4.13.	To implement the operative management of the building construction works.	To work on the construction site according to the time schedule.	<u>At the level of perception:</u> Methods of surveying construction works. Basics of building acoustics.	Ability to provide operational management of building construction works.	5. LQR
		To develop a timetable for completing the work.	<u>At the level of understanding:</u> Declarations of performance for construction products.		
		To control the timetable for completing the work.	<u>At the level of use:</u> Work execution schedule, compilation principles. Informative modeling of the building. Requirements for the placement of occupational safety signs.		
		To use only construction products (with proof of compliance) that comply with the building design.			
		To keep unauthorised persons away from the construction site.			

		To carry out the necessary surveys for the construction of the building.			
		To participate in operational meetings to keep informed about the construction process.			
4.14.	To manage the construction of the building in accordance with the building design.	<p>To organize the construction works of the building in technological order in accordance with the requirements for the strength and durability of the buildings.</p> <p>To observe the compliance of the quality of the building construction works with the building design.</p> <p>To choose the construction technology for the building in accordance with the building design.</p> <p>To control the compliance of the construction works performed by the contractors with the building design.</p> <p>To participate in the acceptance of construction work performed by building contractors.</p> <p>To cooperate with the contractors during the construction process.</p> <p>To offer contractors for certain types and quantities of works.</p> <p>To attract construction teams to carry out certain works.</p> <p>To select construction machinery and equipment to ensure the construction of the building.</p> <p>To know the declared performance of construction products.</p>	<p><u>At the level of understanding:</u></p> <p>Strength and durability of structures (construction mechanics).</p> <p>Principles of operation of construction machinery.</p> <p>Quality system requirements for construction works.</p> <p>Methods and applications of labour market research for construction workers.</p> <p>Engineering systems.</p> <p><u>At the level of use:</u></p> <p>Technological sequence of construction works.</p> <p>Technology and requirements for the installation of construction products.</p>	Ability to manage the construction work in accordance with the building design.	5. LQR

4.15.	To keep records of the construction works completed and the construction products installed in accordance with the requirements of the regulatory enactments.	<p>To make entries in the construction logbook.</p> <p>To enter information in the national construction information system.</p> <p>To prepare the covered works certificates, acceptance certificates for major structures and other completed works.</p> <p>To control the implementation of the instructions recorded in the construction logbook.</p>	<p><u>At the level of use:</u></p> <p>National construction information system.</p> <p>Preparation of executive documentation for construction works.</p> <p>Acceptance certificates for construction works.</p>	Ability to keep records of construction work completed and construction products installed in accordance with the requirements of the regulatory enactments.	5. LQR
4.16.	To provide detailed information on the progress of the construction works.	<p>To monitor the progress of the construction works in accordance with the agreed timetable.</p> <p>To provide, on request, a financial report on the construction works carried out during a specified period.</p> <p>To record the amount of work carried out by the contractors.</p> <p>To inform the participants in the construction process about the methods and technologies used to carry out the work before starting a particular phase of the work.</p> <p>Continuous monitoring of the scope, quality and cost of the construction works.</p>	<p><u>At the level of understanding:</u></p> <p>Financial reports for construction works.</p> <p><u>At the level of use:</u></p> <p>Schedule for the execution of the construction work.</p> <p>Methods for calculating the amount of works carried out.</p> <p>Quality requirements for construction works.</p> <p>Methods of comparing actual and planned construction costs.</p>	Ability to prepare detailed information on the progress of the construction works in accordance with the requirements of regulatory enactments.	5. LQR
4.17.	To evaluate possible changes to the building design.	<p>To analyze the impact of changes to the building design on the progress of the works.</p> <p>To assess the impact of the required changes on the implementation of the building design.</p>	<p><u>At the level of use:</u></p> <p>Building information modelling. Basic knowledge of building and structural design. Legislation on the protection of cultural monuments.</p>	Ability to assess possible changes to the building design.	5. LQR

		To propose solutions for changes to the building design.			
		To inform in accordance with the requirements of the regulatory enactments in the event of architectural and/or historical values being identified.			
4.18.	To carry out regular measurements during the execution of the works.	To participate in vertical and horizontal surveys.	<u>At the level of understanding:</u> Geodetic survey techniques.	Ability to accurately perform regular measurements during construction work.	5. LQR
		To organize meteorological measurements at the construction site.	Principles of operation of measuring instruments.		
		To perform accurately measurements to verify the conformity of the declared performance of construction products.	Methods for checking the conformity of the performance of construction products.  <u>At the level of use:</u> Meteorological survey techniques.		
4.19.	To implement the construction works and operational management of the building envisaged in the building design.	To keep informed themselves in the order of handing over of the construction works.	<u>At the level of understanding:</u> Types of engineering networks.	Ability to implement the construction work and operational management of the building provided in the building design.	5. LQR
		To certify the fulfillment of the reprimands of the above-mentioned controlling organizations.	Quality requirements for construction works.		
		To organize the dismantling of temporary connections of engineering networks.	<u>At the level of use:</u>		
		To supervise the connection of the engineering networks provided for in the building design.	Legislation, building codes and Latvian national standards in construction industry.		
		To manage the construction works in accordance with the building design and the documentation of the construction plan.			
4.20.	To organize the cleaning works of the construction site, construction site and the adjacent territory.	To restore the movement and movement routes on the construction site and the adjacent territory.	<u>At the level of perception:</u> Legal bases of real estate.	Ability to organize the cleaning of the construction object, construction site and the adjacent territory.	5. LQR
		To ensure the restoration of environmental objects on the construction site and in the adjacent territory.	<u>At the level of understanding:</u> Waste Management Law.		

			Environmental protection regulatory enactments.		
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		<p>To control the removal of construction and hazardous waste from the construction site for utilization or recycling in accordance with the procedures specified in regulatory enactments.</p> <p>To supervise the maintenance of the construction site until the handover of the construction object to the customer.</p> <p>To commission the placement and renewal of informative signs and markings in the territory of the construction site.</p>	<p><u>At the level of use:</u></p> <p>Construction waste management regulations. Regulatory enactments regulating the utilization of hazardous waste.</p>		
4.21.	To prepare the construction documentation of the construction object for the completion of construction works.	<p>To organize performance measurements in accordance with the requirements of <u>regulatory enactments</u>.</p> <p>To submit the construction work log, significant constructions and covered works acceptance acts in accordance with the <u>requirements of regulatory documents</u>.</p> <p>To collect inspection protocols of technological equipment, special systems and equipment, acceptance acts and attestations of conformity in accordance with the requirements of regulatory enactments.</p> <p>To collect the documentation certifying the conformity of the built-in construction products of the unregulated sphere.</p> <p>Check the marks for following the instructions in the Author's Supervision Log.</p> <p>To provide the necessary information on the construction products and equipment used for the development of the temporary energy certificate.</p>	<p><u>At the level of understanding:</u></p> <p>Executable documentation in building construction. Energy certification process for buildings. National construction information system.</p> <p><u>At the level of use:</u></p> <p>Geodetic surveys, cartography. Approval of the issuers of technical regulations regarding the performance of construction works. Confirmation to the controlling state institutions regarding the readiness of the construction object for commissioning. Commissioning of buildings and completion of individual works. Types of construction products.</p>	Ability to prepare construction object executable documentation for completion of construction works.	5. LQR

		To compile the opinions of the issuers of the responsible technical regulations regarding the compliance of the performed construction works with the issued technical regulations.			
		To complete the certificate of readiness of the building or its part for operation or demolition of the building.			
4.22.	To analyze the resources consumed in the construction works.	To provide information to the company's management on the compliance of the use of construction products and construction machinery with the planned quantity.	<u>At the level of use:</u> Construction costs. Inventory of construction products, construction machinery and energy resources. Workload, principles of its analysis.	Ability to analyze the resources consumed in the construction works.	5. LQR
		To analyze the compliance of the planned workload with the actual one.			
		To summarize the energy resources consumed during the construction works.			
		To evaluate the planned and actual construction costs of the building.			
4.23.	To evaluate the results of monitoring the observed changes in the technical condition of adjacent buildings.	To be familiar with the methods used in technical inspection and deformation monitoring.	<u>At the level of use:</u> Techniques for analyzing the results of technical inspections or deformation monitoring.	Ability to organize the monitoring of the technical condition of adjacent buildings and evaluate the results of the identified changes.	5. LQR
		To organize a survey of the installed crack controller.			
		To analyze the readings of the installed crack controller.			
		To summarize the information obtained for proposals.			

4.24.	To implement the necessary measures to ensure the further operation and maintenance of the construction object.	To provide information to the customer on the operation of engineering systems.	<u>At the level of use:</u> Ensuring the operational requirements for construction products, engineering systems and building components in accordance with the manufacturer's recommendations.	Ability to implement the necessary measures to ensure the further operation and maintenance of the construction object.	5. LQR
		To organize training for service personnel and the customer on the operation of engineering systems.			
		To inform the customer about the operation of the built-in construction products, structural elements of the building and individual improvement elements in accordance with the manufacturer's recommendations.			
4.25.	To use construction information, construction information modelling and construction quality control systems.	To work in the construction information system.	<u>At the level of understanding:</u> Building information modelling.  <u>At the level of use:</u> Construction Information System. Quality requirements for construction works.	Ability to use building information, building information modelling and construction quality control systems.	5. LQR
		To use building information modelling systems.			
		To be familiar with construction quality control systems.			
4.26.	To implement the initial control of the construction work documentation, delivered construction products and structures, devices, mechanisms and similar equipment.	To use the building's construction documentation.	<u>At the level of understanding:</u> Basics of building acoustics. Basics of heat engineering. Basics of energy efficiency of buildings. Basic principles of construction supervision plan development.  <u>At the level of use:</u> Technological sequence of building construction works and performance technology. Types of construction products and their applications.	Ability to carry out initial control of building construction documentation, delivered construction products and structures, devices, mechanisms and similar equipment.	5. LQR
		To keep informed in the technical properties of construction products.			
		To monitor the compliance of the delivered construction products and structures, devices, mechanisms and similar equipment with the building design and quality standards of the building.			
4.27.	To provide technological control of individual work operations or processes.	To be familiar with the technology used to carry out specific building works.	Principles of operation of measuring instruments. Methods for checking the conformity of the performance of construction products. Building information modelling.	Ability to ensure technological control of individual work operations or processes.	5. LQR
		To carry out the necessary surveys to control the building works.			



		To evaluate the acoustic and thermal technical supervision of the structural units and connections, including indicating to the participants of the construction process possible solutions that have not been developed in the construction project.	Technological sequence of construction works. Mandatory on-site inspections, their types. Basic principles for acceptance of the main phases of works.		
		To control the compliance of work execution with the building design solutions. including in a building information modelling (BIM) environment.			
4.28.	To collaborate with accredited research laboratories.	To prepare test samples of construction products and related information	<u>At the level of understanding:</u>  Conformity testing of construction products.  <u>At the level of use:</u>  Construction technologies. Types of construction products and their applications. Storage conditions for test samples for construction products.  National Construction Information System.	Ability to cooperate with accredited research laboratories, providing test samples of construction products and related information.	5. LQR
		To comply with the storage conditions for test samples of construction products.			
		To submit samples for testing of construction products to an accredited research laboratory.			
		To organize secure access for service providers to the test site.			
		To evaluate reports on the results of testing of construction products.			
		To record information relating to samples and test results of construction products in the construction logbook.			
4.29.	To participate in the organisation of the final inspection of the completed (to be handed over) type of work or construction cycle (construction element).	To organize the preparation of executive schemes and opinions.	<u>At the level of understanding:</u>  Principles of operation of measuring instruments. Geodetic survey techniques.	Ability to participate in the organisation of the final inspection of the completed (to be handed over) type of work or construction cycle (structural elements).	5. LQR
		To complete the supporting documentation for the type of work completed or the construction products used in the construction cycle.			

		To assess the compliance of completed works or structural elements with the building design.	<u>At the level of use:</u> Construction mechanics. Materials. Construction technology and organisation. National Construction Information System.		
		To organize the acceptance and transfer of significant building structures in accordance with the requirements of regulatory enactments.			
4.30.	To participate in the performance of the obligations assumed by the building contractor during the building warranty period.	To complete the postponed construction of the building.	<u>At the level of use:</u> Technical inspection of buildings and structures. Monitoring of buildings and structures and adjacent territories. Assessment of the technical condition of buildings and structures. Principles of preparation of defect reports.	Ability to participate in the fulfillment of obligations assumed by the construction merchant during the guarantee of construction works of the building.	5. LQR
		To participate in the preparation of the defect report during the warranty period of the construction work.			
		To organize the elimination of the detected defects during the warranty period.			
		To manage the rectification of detected defects.			
		To hand over the defects eliminated by the act to the customer during the warranty period.			

**5. The skills and attitudes, GENERAL knowledge and competences required for the performance of the main tasks and duties of the professional activity**

No.	Tasks	Skills and attitudes	General knowledge	Competences (level of qualification)	
5.1.	In line with the tasks in Section 4 on the use of the national language.	<p>Communicate orally and in writing in a variety of professional situations and environments.</p> <p>To observe the norms of the Latvian literary language in business communication.</p> <p>To use professional terminology in the national language.</p> <p>To communicate according to the target audience and the demands of the situation.</p> <p>To produce well-structured, detailed texts.</p> <p>To discuss freely and constructively.</p> <p>To present a professional topic in a clear and reasoned manner in the national language.</p>	<p><u>At the level of understanding:</u></p> <p>Verbal and non-verbal communication.</p> <p><u>At the level of use:</u></p> <p>A wide vocabulary. Functional grammar. Language styles. Literary language norms. Applied articles. Language culture. Industry vocabulary and professional terminology. The art of delivering an effective presentation. Critical thinking and constructive dialogue.</p>	Ability to communicate fluently in the national language, both orally and in writing, observing the norms of literary language and using professional terminology in the performance of professional duties.	5. LQR
				Ability to debate constructively and present a position in a reasoned manner, ensuring that information is presented correctly, comprehensibly and in accordance with the norms of literary language.	5. LQR
5.2.	According to the tasks in Section 4, related to the use of two foreign languages.	<p>To use foreign languages in oral and written communication in a variety of professional situations and environments.</p> <p>To use professional terminology in two foreign languages.</p> <p>Independently develop knowledge of foreign language(s) and professional terminology.</p>	<p><u>At the level of understanding:</u></p> <p>Specifics of verbal and non-verbal communication in a multicultural environment.</p> <p><u>At the level of use:</u></p> <p>Construction-related vocabulary. Functional grammar.</p>	Ability to use foreign languages in oral and written communication and professional terminology in two foreign languages to carry out work duties.	5. LQR

5.3.	In line with the objectives in Section 4 related to the use of mathematical competence and competence in science, technology and engineering.	To evaluate the relevance of patterns and patterns observed (or proposed) in the data for building construction.	<u>At the level of understanding:</u> Research methods. Principles of research methodology. Basic principles of statistics.	Ability to use mathematical reasoning to make predictions, provide justifications, test and compare proposed solutions in the building industry.	5. LQR
		To generalize the findings and raise new issues in the building sector in a generalised way.	<u>At the level of use:</u> Methods of data analysis and aggregation. Mathematical terminology, tools and analysis methods.		
		To systematize information on energy efficiency.	Principles of rational and sustainable use of natural resources. Technology opportunities in the construction sector.	Ability to use research to influence the application of technology in the construction industry to ensure sustainable environmental measures.	5. LQR
		To implement sustainable environmental measures during construction.			
		To find creative solutions to develop technological processes.			
To handle technological equipment, instruments and scientific data.					
5.4.	In line with the objectives of Section 4 on the safe use of information and communication technologies	To use browsing, search and selection tools to retrieve data, information and content (digital content) from the digital environment.	<u>At the level of understanding:</u> Information and communication technology legislation. Digital identity. Data protection.	Ability to manage data, information and content in the digital environment, using a variety of digital tools and technologies, as appropriate to the professional activity.	5. LQR
		Proficiently handle information, data and content in a digital environment.	Data security programmes. <u>At the level of use:</u> Applications according to the task.		
		To create digital content by creating new or using different parts of text and information, transforming, updating, enhancing and refining them.	Digital tools and technologies. Information and communication systems and data security. National unified computerized information systems.	Ability to navigate the country's unified computerised information systems and to use the systems' search and data-entry facilities.	5. LQR

		To disseminate digital content using appropriate digital communication tools and interaction technologies.		Ability to perform professional tasks in a digital environment using techniques to protect digital devices, personal data, privacy and personal security.	5. LQR
		To act in accordance with the legal rules applicable to the use of digital technologies, property rights and data.			
		To use a variety of techniques to protect digital devices and content, personal data and privacy in the digital environment.			
		To solve different conceptual problems and situations in a digital environment through a cognitive process.			
		To use the country's unified computerised information systems.			
5.5.	In line with the objectives in Section 4 on business principles in the construction sector.	To build a team to work together to achieve goals and create new value.	<u>At the level of understanding:</u>	Ability to adapt to meet objectives in the event of changes to plans.	5. LQR
		To work as part of a team and independently.	Basic principles of the business environment and financial planning and forecasting methods relevant to the construction sector.		
		To set your own and your team's goals, implementing them according to a defined plan.	Teamwork principles.		
		To apply financial planning and forecasting techniques to achieve defined objectives in the construction industry.	<u>At the level of use:</u>	Ability to conduct professional activities in line with the business model of the construction industry, planning and evaluating own and team objectives.	5. LQR
		Critically assess the risks associated with the planned actions to achieve the stated objectives.	Financial instruments, decision-making methods, planning methods and self-assessment mechanisms relevant to the construction industry.		
		To take individual and team responsibility for achieving objectives.	Work organisation. Principles of cooperation. Construction marketing.		

		To evaluate the achievement of objectives by assessing your own and your team's contribution.			
		To use feedback to set new goals for your work and the work of your team.			
		To make proposals for business development and innovation in the construction sector.			
5.6.	In line with the tasks under section 4 on public interest and other social actions.	To engage on issues of common or public interest, including sustainable development.	<u>At the level of understanding:</u> The nature of social dialogue and cooperation mechanisms. Sustainable Development Goals.	Ability to act as responsible citizens and participate fully in civic and social life.	5. LQR
		To contribute to the development of socially responsible initiatives.	<u>At the level of use:</u> The social and political structure of society. Levels and basic principles of social dialogue. "Green thinking" principles. Latvian Sustainable Development Strategy and Principles.	Ability to express and understand different points of view when evaluating social interactions.	5. LQR
		To argue solutions to proposed problems.		Ability to propose reasoned solutions to problems.	5. LQR
		Acting in accordance with the principles of "green thinking" and sustainable development.	Ability to act on the principles of "green thinking" and sustainable development, providing support in understanding these issues.	5. LQR	
		To recognize your responsibility for achieving the Sustainable Development Goals.			
5.7.	To comply with the rules on labour relations on the construction site.	To control the time records of persons employed on the construction site.	<u>At the level of understanding:</u> The labour law system and its basic principles.	Ability to observe and apply the rules of the employment relationship appropriate to the situation.	5. LQR
		To collect information on persons employed on the construction site.	<u>At the level of use:</u> Employer's and employee's rights, duties and responsibilities. Levels and basic principles of social dialogue.		
		To monitor the performance of the duties and tasks of persons employed on site.			

5.8.	To comply with occupational health, safety and environmental requirements on the construction site.	<p>To be aware of the potential risk factors in the working environment of the building work to be carried out.</p> <p>To organize the elimination or reduction of workplace hazards on the construction site.</p> <p>To control the provision of a safe working environment on the construction site.</p> <p>To conduct on-site safety briefings.</p> <p>To use environmentally friendly working methods and sustainable construction principles.</p> <p>To ensure that construction waste is sorted and disposed of in accordance with the requirements of regulatory enactments.</p> <p>To locate the emergency situation within your area of responsibility, at the same time calling the relevant emergency services.</p> <p>To organize the demarcation of the emergency site.</p>	<p><u>At the level of understanding:</u></p> <p>Construction hazardous waste. Occupational health and safety. Environmental protection framework and legislation.</p> <p><u>At the level of use:</u></p> <p>Occupational health and safety requirements for construction work. Electrical safety on construction sites. Requirements for the placement of occupational safety signs. Legislative framework for states of emergency and states of exception.</p>	Ability to comply accurately and responsibly with occupational health and safety and environmental protection requirements on the construction site.	5. LQR
5.9.	To comply with fire safety regulations on the construction site.	<p>To be aware of potential fire safety risk factors on the construction site.</p> <p>To monitor compliance with fire safety regulations on the construction site.</p> <p>To organize briefings on fire safety on the construction site.</p>	<p><u>At the level of understanding:</u></p> <p>Civil protection system and regulatory framework.</p> <p><u>At the level of use:</u></p> <p>Fire safety rules. Electrical safety rules. Basic principles of occupational safety and fire safety briefings.</p>	Ability to organise compliance with fire safety and civil protection regulations and to cooperate with the relevant authorities and bodies to remedy irregularities found in the building.	5. LQR

5.10.	To assess your own ability to work and your state of health in the workplace and during the performance of your duties.	To be aware of your physical and mental capacity to carry out your job. To inform the employer of any restrictions on work on the construction site.	<u>At the level of understanding:</u> Medical device thresholds, their applicability to themselves. Health risk factors.	Ability to assess objectively and critically one's own performance and health in the workplace and during the performance of one's duties.	5. LQR
5.11.	To act according to the situation in the event of an accident on the construction site.	To assess what is the primary need, first aid or emergency. In case of an accident, contact the Emergency Medical Service. To provide first aid to the victim in accordance with the instructions of the Emergency Medical Service. To act in an emergency in accordance with the requirements of the laws and regulations.	<u>At the level of use:</u> First aid. Emergency response. Procedures for investigating and recording accidents at work.	Ability to act promptly in the event of an emergency or accident, to take independently the actions necessary to prevent danger to the public and to provide first aid to casualties.	5. LQR
5.12.	To adhere to the basic principles and ethical standards of professional practice.	To comply with the requirements of the regulatory enactments governing professional activities in the construction industry. To resolve non-standard work situations and problems by assessing the responsibilities, rights and obligations of the parties involved. To adhere to professional ethical standards. Constructively provide information to the relevant services.	<u>At the level of understanding:</u> Principles for collecting and analysing recommendations, complaints and proposals. Mediation.  <u>At the level of use:</u> Standards of professional conduct. Communication methods.	Ability to apply and monitor the requirements of the laws and regulations governing the construction industry and to assess the responsibilities of the parties involved and to make responsible decisions in accordance with professional ethics.  Ability to communicate in a businesslike, ethical and effective manner with the parties involved in the construction process and to provide constructive information to the responsible services.	5. LQR  5. LQR

		To communicate with construction stakeholders and authorities using effective communication methods.			
5.13.	To continue further education and training.	To assess your professional experience and level of competence.	<u>At the level of understanding:</u> Construction industry-specific legislation, methods for identifying competence development needs and further training opportunities.  <u>At the level of use:</u> Self-assessment and research methods relevant to the construction sector. Time management principles for developing professional competences.	Ability to assess, plan the development of professional competences in a targeted manner, learn with an appropriate degree of autonomy to develop own competences and use an analytical approach in professional practice.	5. LQR
	Targeted planning of professional competences				
	Systematically acquire new knowledge and experience.				
	Critically evaluate situations and solutions.				
	Develop research skills.				

<b>General information</b>	
<b>Submitter of the occupational standard</b>	<p><b>Employers' Confederation of Latvia.</b></p> <p><b>Working group on the occupational standard:</b></p> <ul style="list-style-type: none"> <li>- Oļegs Kukuts - Expert, Technical Director, SIA "Jelgavas Nekustamā īpašuma pārvalde";</li> <li>- Kaspars Freimanis - expert, SIA REA būve, construction manager;</li> <li>- Jānis Niedre - Expert, Riga Construction College, Head of the Construction Department;</li> <li>- Alvis Čudars - Expert, Member of the Board, SIA "Albergs";</li> <li>- Deniss Dergunovs - expert, SIA "Flager", construction supervisor;</li> <li>- Ineta Geipele - moderator, Institute of Construction Business and Real Estate Economics, Riga Technical University, Director, Professor;</li> <li>- Iveta Stāmure - assistant moderator, Riga Technical University, Institute of Construction Business and Real Estate Economics, Head of the Training Office, researcher.</li> </ul> <p><b>Methodological support:</b></p> <ul style="list-style-type: none"> <li>- Helga Kaukule - National Centre for Education, project "Improvement of the Sectoral Qualification System for the Development and Quality Assurance of Vocational Education", senior expert in content development.</li> </ul>
<b>Expert Working Group on Occupational Standards</b>	<ul style="list-style-type: none"> <li>- Inese Rostock - Ministry of Economy, Senior Expert, Construction Policy Department;</li> <li>- Līga Saleniece - Latvian Employers' Confederation, expert;</li> <li>- Kaspars Freianis - Real Estate Manager of SIA "Jumis";</li> <li>- Alvis Čudars - Member of the Board of SIA "Albergs", applicant;</li> <li>- Jānis Niedre - Latvian Association of Colleges expert, Head of the Department of Construction, College of Construction;</li> <li>- Helga Kaukule - National Centre for Education, project "Improvement of the Sectoral Qualification System for the Development and Quality Assurance of Vocational Education", Senior Expert on Content Development</li> <li>- Aina Liepiņa - Ministry of Welfare, Labour Market Policy Department, Senior Expert, Construction Expert Council, Development Expert.</li> <li>- Inese Paudere - Head of the Vocational Education Department, Vocational Education Content Provision Unit, VISC.</li> </ul>
<b>Occupational Standard NEP Opinion</b>	21.06.2021.
<b>Harmonisation of occupational standards PINTSA</b>	11.08.2021.
<b>Previously agreed versions of the occupational standard</b>	- .