Training verification log sheet

QCTO NQF level 6 Facilities Management Qualification

Curriculum code: 14390100

Practical Modules

Module 3: **143901000-PM-03, Environmental Stewardship & Sustainability, NQF Level 7, Credits 10**

**Purpose of the Practical Skill Modules**

1. PM-03-PS01: Manage environmental, general services, utility services and waste
2. PM-03-PS02: Manage the environmental impact of existing buildings
3. PM-03-PS03: Participate in the design of eco-friendly new buildings
4. PM-03-PS04: Dispose of buildings and assets
5. PM-03-PS01: Manage environmental, general services, utility services and waste

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| ***Scope of Practical Skill*** | ***Date Evaluated*** | ***Achieved*** | ***Not Achieved & Comments*** | ***Signature-***  ***Assessor/ Supervisor*** | ***Signature-***  ***Moderator*** | ***Signature-***  ***Safma Evaluator*** |
| 1. Analyse environmental impact of general services |  |  |  |  |  |  |
| 2. Analyse environmental impact of utility services and waste |  |  |  |  |  |  |
| 3. Measure energy usage and common consumption (electricity, gas, water, waste, fuels) |  |  |  |  |  |  |
| 4. Produce environmental management plan to address the environmental impact of the business |  |  |  |  |  |  |
| 5. Produce monitoring, verification and evaluation measures and tools related to the environmental management plan |  |  |  |  |  |  |

**Supporting Documents and Evidence for:**

1. PM-03-PS01: Manage environmental, general services, utility services and waste

1.1 Analyse environmental impact of general services

**Supporting Documents and Evidence for:**

1. PM-03-PS01: Manage environmental, general services, utility services and waste

1.2 Analyse environmental impact of utility services and waste

**Supporting Documents and Evidence for:**

1. PM-03-PS01: Manage environmental, general services, utility services and waste

1.3 Measure energy usage and common consumption (electricity, gas, water, waste, fuels)

**Supporting Documents and Evidence for:**

1. PM-03-PS01: Manage environmental, general services, utility services and waste

1.4 Produce environmental management plan to address the environmental impact of the business

**Supporting Documents and Evidence for:**

1. PM-03-PS01: Manage environmental, general services, utility services and waste

1.5 Produce monitoring, verification and evaluation measures and tools related to the environmental management plan

1. PM-03-PS02: Manage the environmental impact of existing buildings

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| ***Scope of Practical Skill*** | ***Date Evaluated*** | ***Achieved*** | ***Not Achieved & Comments*** | ***Signature-***  ***Assessor/ Supervisor*** | ***Signature-***  ***Moderator*** | ***Signature-***  ***Safma Evaluator*** |
| 1. Assess the environmental impact and identify areas for improvement |  |  |  |  |  |  |
| 2. Conduct a cost benefit analysis of proposed changes to the facilities |  |  |  |  |  |  |
| 3. Compile an environmental impact improvement plan |  |  |  |  |  |  |
| 4. Incorporate environmental impact analysis in facilities maintenance plan |  |  |  |  |  |  |

**Supporting Documents and Evidence for:**

2. PM-03-PS02: Manage the environmental impact of existing buildings

2.1 Assess the environmental impact and identify areas for improvement

**Supporting Documents and Evidence for:**

2. PM-03-PS02: Manage the environmental impact of existing buildings

2.2 Conduct a cost benefit analysis of proposed changes to the facilities

**Supporting Documents and Evidence for:**

2. PM-03-PS02: Manage the environmental impact of existing buildings

2.3 Compile an environmental impact improvement plan

**Supporting Documents and Evidence for:**

2. PM-03-PS02: Manage the environmental impact of existing buildings

2.4 Incorporate environmental impact analysis in facilities maintenance plan

1. PM-03-PS03: Participate in the design of eco-friendly new buildings

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| ***Scope of Practical Skill*** | ***Date Evaluated*** | ***Achieved*** | ***Not Achieved & Comments*** | ***Signature-***  ***Assessor/ Supervisor*** | ***Signature-***  ***Moderator*** | ***Signature-***  ***Safma Evaluator*** |
| 1. Conduct an environmental impact analysis of products and material used in the construction of a new buildings in relation to the services that will be required |  |  |  |  |  |  |
| 2. Compile a report on identified adverse conditions, activities and structures |  |  |  |  |  |  |

**Supporting Documents and Evidence for:**

3. PM-03-PS03: Participate in the design of eco-friendly new buildings

3.1 Conduct an environmental impact analysis of products and material used in the construction of a new buildings in relation to the services that will be required

**Supporting Documents and Evidence for:**

3. PM-03-PS03: Participate in the design of eco-friendly new buildings

3.2 Compile a report on identified adverse conditions, activities and structures

1. PM-03-PS04: Dispose of buildings and assets

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| ***Scope of Practical Skill*** | ***Date Evaluated*** | ***Achieved*** | ***Not Achieved & Comments*** | ***Signature-***  ***Assessor/ Supervisor*** | ***Signature-***  ***Moderator*** | ***Signature-***  ***Safma Evaluator*** |
| 1. Assess the environmental friendly disposal requirements of the moveable assets |  |  |  |  |  |  |
| 2. Categorise the moveable assets according to the environmental sensitive disposal criteria |  |  |  |  |  |  |
| 3. Compile an environmental impact improvement plan |  |  |  |  |  |  |
| 4. Incorporate environmental impact analysis in facilities maintenance plan |  |  |  |  |  |  |

**Supporting Documents and Evidence for:**

4. PM-03-PS04: Dispose of buildings and assets

4.1 Assess the environmental friendly disposal requirements of the moveable assets

**Supporting Documents and Evidence for:**

4. PM-03-PS04: Dispose of buildings and assets

4.2 Categorise the moveable assets according to the environmental sensitive disposal criteria

**Supporting Documents and Evidence for:**

4. PM-03-PS04: Dispose of buildings and assets

4.3 Compile an environmental impact improvement plan

**Supporting Documents and Evidence for:**

4. PM-03-PS04: Dispose of buildings and assets

4.4 Incorporate environmental impact analysis in facilities maintenance plan