Qualification Guide

OCNLR Level 1 Qualifications in Skills for Professions in Construction and Engineering

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OCN London Qualification Guide

OCNLR Level 1 Award in Skills for Professions in Construction and Engineering
Qualification No: 603/2666/9

OCNLR Level 1 Certificate in Skills for Professions in Construction and Engineering
Qualification No: 603/2668/2

OCN London aims to support learning and widening opportunities by recognising achievement through credit-based courses and qualifications, promoting high standards of excellence and inclusiveness. We are proud of our long-term role and unique history in providing innovative learning solutions for a wide range of learners and particularly those who have not previously benefitted from education.

At the heart of what OCN London offers is:

- a commitment to inclusive credit-based learning;
- the creative use of credit with responsive, demand-led qualification development;
- high quality service and support;
- respect for and encouragement of diversity – in learners and learning approaches, partners and settings;
- the development of people, capacity and resources that will ensure effective business partnerships.

To navigate within this Qualification Guide

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General Information

This qualification guide contains details of everything you need to know about the **OCNLR Level 1 Qualifications in Skills for Professions in Construction and Engineering.** It makes reference to the curriculum areas covered and identifies the learners for whom the qualification has been developed. The guide also covers important aspects of assessment and moderation that are particular to the qualification. The guide should be used by all involved in the delivery and assessment of the qualification. The Account Manager for your Centre will provide support and advice on how to seek approval to offer the qualification.

If you are not yet an OCN London Approved Centre but wish to use these qualifications, then please contact us on **enquiries@ocnlondon.org.uk** for details of the Centre Approval application process.

Qualification Overview

The **OCNLR Level 1 Qualifications in Skills for Professions in Construction and Engineering** have been developed to provide a flexible approach to study using a range of vocational units combined with units in learning skills and 'green' units. The vocational units cover a broad range of building and construction trades including bricklaying, carpentry, plastering and decorating; and engineering skills such as welding and electronic/mechanical assembly. This gives learners the opportunity of studying a range of interrelated topics in one place. The qualifications are suitable for use in a range of learning situations and lend themselves to the development of individualised learning programmes.

The qualifications have been designed to provide the study skills and introductory vocational knowledge to learners who wish to progress within business, administration and finance, but who may not yet be at a Level 2 standard. This may be because they have previously not achieved at Level 2, or because they have been out of education for some time. They also include a number of 'green' unit options designed to enhance awareness of 'green' issues.

The **OCNLR Level 1 Award in Skills for Professions in Construction and Engineering** is a qualification for learners wishing to explore vocational study alongside learning skills. The size of the qualification makes it ideal for learners who are not yet ready to commit to a larger qualification.

The **OCNLR Level 1 Certificate in Skills for Professions in Construction and Engineering** has been designed to fit with the requirements of the Department for Education's 16-19 Study Programme initiative as the substantial core qualification element for learners who are not yet at a Level 2 standard. This means that the size of the qualification allows for the other required elements of maths, English, work experience and enrichment activities to be taken simultaneously. For further information about the 16-19 Study Programmes, please see the DfE publication by clicking **here**.

The **OCNLR Level 1 Qualifications in Skills for Professions in Construction and Engineering** are regulated by Ofqual, the qualifications regulator for England, and are registered on the Regulated Qualifications Framework (RQF). It is not a licence to practise.

Qualification details

This Qualification is available at this level only.

Level 1 Award

- Qualification Number: 603/2666/9
- Qualification credit value: 9
- Operational start date: 01 December 2017
- Review date: 30 November 2029

- Total Qualification Time (TQT): 90
- Guided Learning Hours (GLH): 74
- Assessment requirements: internally assessed, internally and externally moderated.

Level 1 Certificate

- Qualification Number: 603/2668/2
- Qualification credit value: 32
- Operational start date: 01 December 2017
- Review date: 31 October 2029
- Total Qualification Time (TQT): 320
- Guided Learning Hours (GLH): 248
- Assessment requirements: internally assessed, internally and externally moderated

Purpose of the qualifications

The purpose of the **OCNLR Level 1 Qualifications in Skills for Professions in Construction and Engineering** is to provide learners with the underpinning skills and knowledge required to progress to further study in construction and engineering and ultimately to work in these or other related sectors.

Who the qualifications are for

The **OCNLR Level 1 Qualifications in Skills for Professions in Construction and Engineering** are suitable for learners of all ages who wish to progress in construction and engineering. They offer an opportunity to develop essential study skills along with vocational units to create a firm foundation for successful progression to Level 2 qualifications. The Award is ideal for learners who are not yet ready to commit to a larger qualification.

Learners may be:

- 14-19 years old in full-time study;
- adults who wish to progress to higher level qualifications in construction and/or engineering;
- currently employed in a construction and/or engineering role and wish to progress;
- currently not in employment and looking to improve their future career prospects.

Entry guidance

There are no specific entry requirements for these qualifications, however, centres should assess the suitability of units for younger learners before delivery.

Additional information

Indicative content, tutor guidance, schemes of work and assessment tasks have been developed for a number of units within these qualifications. These are available on request. For further information please contact your Curriculum and Relationship Development Manager.

Progression and related qualifications

These qualifications provide continuing professional development for learners who have the required skills and knowledge in order to progress to **OCNLR Level 2 qualifications in Skills for Professions in Building and Construction**, **OCNLR Level 2 qualifications in Skills for Professions in Engineering**, other vocational qualifications at Level 2 (see separate qualification guides in the links, and the OCNLR website. These qualifications represent the first step in a clear progression route through to vocational learning or higher education. Alternatively, learners may progress to employment in entry level roles in construction and engineering.

Structure of the qualifications

Rules of combination for achievement

The **OCNLR Level 1 Award in Skills for Professions in Construction and Engineering qualification** comprises mandatory and optional units. Learners must achieve 9 credits in total.

- 3 credits must be taken from the 'Introduction to Study Skills' mandatory unit **OR** 3 credits must be taken from Optional Group 3 – 'Green' units.
- 6 credits from Vocational sub-groups in Optional Group 1 – A or B

The **OCNLR Level 1 Certificate in Skills for Professions in Construction and Engineering qualification** comprises mandatory and optional units. Learners must achieve 32 credits in total.

- 5 credits must be taken from the mandatory units
- 12 credits from Group Vocational sub-groups in Optional Group 1 – A or B
- 6 credits from Optional Group 2 – Learning units.
- 9 credits from any of the Optional Groups – 1, 2 or 3.

Qualification units

Ofqual Unit Reference Number	OCNLR Unit Code	Unit Title	Level	Credit Value	GLH
Mandatory Units					
H/508/0637	HC7/1/LQ/013	Introduction to Study Skills	1	3	27
K/508/0638	HC7/1/LQ/014	Time Management Skills	1	2	18
Optional Group 1 – Vocational Sub-Group A - Construction					
T/505/4219	TH2/1/LQ/001	Basic Electrical Practices	1	3	27
M/505/0606	TG2/1/LQ/005	Block laying Principles	1	3	30
T/505/0607	TG2/1/LQ/006	Bricklaying Principles	1	3	30
T/504/9621	TG2/1/LQ/007	Bricklaying Skills	1	2	16
A/505/1354	TG7/1/LQ/002	Carpentry Hand Skills	1	3	30
F/505/4322	TG2/1/LQ/008	Basic Block laying	1	4	40
L/504/9625	TG2/1/LQ/009	Constructing a Cavity Wall Using Bricklaying Skills	1	3	27
Y/504/9627	TG2/1/LQ/010	Constructing a Half Brick Wall Using Bricklaying Skills	1	3	27
H/504/9629	TG2/1/LQ/011	Constructing a One Brick Wide Wall Using Bricklaying Skills	1	3	27

M/504/9634	TH3/1/LQ/002	Drilling and Fixing Components in Plumbing	1	2	18
J/504/9364	PL5/1/LQ/002	Health and Safety in a Practical Environment	1	1	9
T/505/0171	TG1/1/LQ/004	Fix Construction Components	1	3	27
M/504/9892	TE1/1/LQ/001	Introduction to Building and Construction	1	1	9
T/505/4334	TG7/1/LQ/003	Know How to Maintain and Use Carpentry and Joinery Hand Tools	1	3	27
J/504/9641	TH3/1/LQ/003	Maintenance of Plumbing Systems	1	2	18
L/504/9642	TH3/1/LQ/004	Measuring and Marking Out of Plumbing Materials	1	2	18
R/504/9643	TG8/1/LQ/007	Plastering Techniques	1	3	27
A/505/4335	TG7/1/LQ/004	Prepare and Use Carpentry and Joinery Portable Power Tools	1	3	30
M/505/0170	TG1/1/LQ/005	Prepare to Set Out Construction Components	1	3	27
Y/504/9644	TG8/1/LQ/008	Prepare Ceilings and Walls for Decoration	1	3	27
A/505/0737	TG7/1/LQ/005	Produce Basic Woodworking Joints	1	4	40
A/505/4397	TE1/1/LQ/002	Starting Work in Construction	1	3	27
M/505/0167	TH1/1/LQ/001	Understand How to Introduce Energy Efficient Measures to Potential Customers	1	1	8
H/503/3169	TE5/1/LQ/001	Understanding and Using 2D Shapes	1	1	9
D/505/4229	TG1/1/LQ/006	Understanding the Use of Power Tools	1	1	9
D/504/9645	TG2/1/LQ/012	Use of Tools and Equipment for Bricklaying	1	3	27
F/505/4398	TG8/1/LQ/009	Using Decorative Paint Effects for Interior Walls	1	3	27
H/504/9646	TG4/1/LQ/001	Using Floor and Wall Tiling Techniques	1	3	27
K/504/9647	TG8/1/LQ/010	Using Painting Skills for Interior Ceilings and Walls	1	3	27
M/504/9648	TG8/1/LQ/011	Using Plastering Skills - Floating Coat to an Attached Pier	1	3	27
T/504/9649	TG8/1/LQ/012	Using Plastering Skills - Plastering to a Window Reveal	1	3	27

A/505/1600	TG8/1/LQ/013	Wallpapering Skills	1	3	30
K/505/9529	TG8/1/LQ/014	Introduction to Skimming Techniques	1	3	27
H/505/9545	TH3/1/LQ/005	Installing Rainwater Systems	1	3	27
L/505/1360	TE1/1/LQ/003	Environmental Awareness in Construction	1	2	20
J/505/2040	QA1/1/LQ/001	Project in Sustainability	1	3	30
M/505/9550	TG2/1/LQ/013	Mix Mortar or Concrete	1	2	15
M/505/9547	TG1/1/LQ/007	Retrofit Installation Systems	1	3	27
H/505/0540	TG1/1/LQ/008	Fix and Fit Work Surfaces	1	1	10
R/505/1358	TG7/1/LQ/006	Construct a Timber Product	1	3	30
A/505/9552	TG7/1/LQ/007	Developing Hand Plane Skills	1	3	30
F/505/9553	TG2/1/LQ/014	Developing Rendering Skills	1	4	32
J/505/9554	TG4/1/LQ/002	Lay Paving Slabs	1	2	20
D/501/4894	TG4/1/LQ/003	Practical Skills for Footpath and Surfacing Work	1	5	40
A/505/2245	TG1/1/LQ/009	Fitting Units for Interiors	1	1	10
L/505/9555	TG8/1/LQ/015	Carrying out Dry Lining Operations	1	4	40
R/505/9556	TG8/1/LQ/016	Carrying out Painting and Decorating Operations	1	4	40
Y/505/9557	TG4/1/LQ/004	Developing Flooring Skills	1	3	30
H/505/8878	TG7/1/LQ/008	First and Second Fix Carpentry Skills	1	4	35
Optional Group 1 – Vocational Sub-Group B - Engineering					
M/508/5016	XA1/1/LQ/015	Carrying Out an Engineering Project	1	4	36
A/508/5021	XA1/1/LQ/014	Developing Skills in Assembling Mechanical Components	1	3	30
Y/508/5026	XA1/1/LQ/013	Developing Skills in Electronic Assembly	1	3	30
K/508/5032	XA1/1/LQ/012	Developing Skills in Joining Materials Using Welding	1	3	30
J/508/5037	XA1/1/LQ/011	Developing Skills in Making Engineering Components Using Hand Tools	1	4	40
J/508/5040	XA1/1/LQ/010	Developing Skills in Planning and Making a Machined Product	1	6	60

H/508/5045	XA1/1/LQ/008	Developing Skills in Routine Servicing of Mechanical Equipment	1	3	30
R/508/5042	XA1/1/LQ/009	Developing Skills in Routine Servicing of an Electrical/Electronic System	1	3	30
M/508/5047	XA1/1/LQ/007	Developing Skills In Using A Bench/Pedestal Drilling Machine	1	4	40
A/508/5049	XA1/1/LQ/006	Developing Skills in Wiring Electrical Circuits and Components	1	3	30
M/508/5050	XA1/1/LQ/005	Introduction to Basic Mathematics and Science Used in Engineering	1	5	40
F/508/5053	XA1/1/LQ/004	Introduction to Engineering Tools, Equipment and Materials	1	4	30
J/508/5054	XA1/1/LQ/003	Introduction to Machining Engineering Materials	1	5	40
L/508/5055	XA1/1/LQ/002	Starting Work in Engineering	1	4	40
Y/508/5057	XA1/1/LQ/001	Working Safely in Engineering	1	3	30
Optional Group 2 – Learning Units					
M/508/0687	HB1/1/LQ/063	Action Planning for own Development	1	2	16
A/508/5181	HD4/1/LQ/028	Action Planning to Improve Performance in Mathematics	1	1	9
K/616/6509	PA9/1/LQ/012	Awareness of Mental Health and Wellbeing	1	1	8
F/616/8251	CN0/1/LQ/007	Collaborative Working Using Digital Technology	1	3	27
K/508/1935	CR1/1/LQ/001	Creating and Publishing Web Pages	1	3	27
A/508/0689	HB1/1/LQ/064	Critical Thinking	1	3	24
K/503/0967	HB1/1/LQ/031	Developing Confidence and Self-Esteem	1	1	9
L/616/8253	CN0/1/LQ/009	Digital Content Creation – Audio and Video	1	4	36
R/616/8254	CN0/1/LQ/010	Digital Content Creation – Text and Image	1	3	27
M/508/0690	HC7/1/LQ/005	Essay Writing	1	3	21
A/505/9129	HC4/1/LQ/036	Following Instructions	1	1	9
H/616/8257	CN0/1/LQ/013	Improving Personal Productivity	1	3	27

A/615/6776	CN0/1/LQ/003	Internet Safety for IT users	1	3	20
K/616/8258	CN0/1/LQ/014	Introduction to Programming	1	3	27
T/508/0691	HC7/1/LQ/006	Note Taking	1	3	24
A/508/0692	HC7/1/LQ/007	Organisational Skills	1	3	27
R/508/1542	HC7/1/LQ/008	Planning and Carrying Out Research	1	2	10
M/508/0639	HC7/1/LQ/009	Presentation Skills	1	2	18
J/508/0694	HC7/1/LQ/010	Problem Solving Skills	1	3	24
L/508/0695	HD3/1/LQ/025	Punctuation and Grammar	1	2	16
R/508/0696	HD3/1/LQ/026	Reading	1	3	27
Y/508/0697	HB1/1/LQ/065	Resilience Skills	1	1	9
D/508/0698	HC7/1/LQ/011	Revision and Exam Skills	1	3	24
H/508/0699	HD2/1/LQ/001	Speaking and Listening Skills	1	3	27
L/508/0700	HD3/1/LQ/028	Spelling	1	3	24
T/508/0710	CP3/1/LQ/002	Spreadsheets	1	3	24
F/508/0709	HC7/1/LQ/012	Teamwork Skills	1	3	27
D/504/8866	HC1/1/LQ/020	Undertaking an Enterprise Project	1	3	27
F/508/0712	CP0/1/LQ/003	Word Processing	1	3	24
J/508/0713	HD3/1/LQ/027	Writing	1	3	27
Optional Group 3 – 'Green' Units					
R/618/3370	QA2/1/LQ/003	Environmental Issues	1	3	27
A/618/3377	QA1/1/LQ/003	Ethical and Political Issues Relating to Land-Based Activities	1	2	18
T/618/3376	QA1/1/LQ/002	Exploring Careers in the Green Industries	1	1	9
F/618/3378	QA1/1/LQ/004	Global Warming and Climate Change	1	2	18
R/618/3367	QA2/1/LQ/001	Introduction to Sustainability	1	1	9
T/650/1987	QA1/1/LQ/005	Investigate an Environmental Issue	1	3	27
J/505/2040	QA1/1/LQ/001	Project in Sustainability	1	3	30
F/650/2032	AA3/1/LQ/007	Supporting Sustainability in an Office Environment	1	2	18
T/650/2010	QA1/1/LQ/006	Sustainability Issues in Industry	1	2	18

Barred combinations

Unit Title	Ofqual Unit Reference Number		Unit Title	Ofqual Unit Reference Number
Digital Content Creation – Text and Image	R/616/8254	May not be taken with	Word Processing	F/508/0712

Assessment and Moderation

Assessment process

The assessment process for these qualifications are as follows:

- The learners are assessed through activities that are internally set by tutor assessors;
- The activities must be designed to enable learners to meet the assessment criteria of the unit;
- Learners' portfolios of assessed evidence must be internally moderated at the Centre;
- The portfolios of assessed evidence will be externally moderated by an OCN London External Moderator.

There is no additional external assessment for these qualifications.

Devising assessments

Each unit has a supplementary page with information on the types of assessment activities that can (indicated as 'Optional' or 'O') and/or must (indicated as 'Prescribed' or 'P') be used to assess learners against the unit. Tutor assessors must always refer to this page before devising assessment tasks.

OCN London assessment guidance relevant to the units in these qualifications are in the 'OCNLR Assessment Guidance and Ofqual Level Descriptors' section of this qualification guide. The guidance includes a general description of the activity and the type of evidence that is appropriate. The activity or activities set must enable the learners to meet the standards detailed in the assessment criteria. Please contact OCN London for further guidance on devising appropriate assessments.

Centre devised assessments should be scrutinised by the Internal Moderator before use to ensure that they are fit for purpose. Centre devised assessments will be scrutinised by the External Moderator to ensure reliability and validity of assessment.

Marking assessment activities

Each activity must be marked against the identified assessment criteria in the unit and judged to be either achieved or not achieved.

Assessors need to ensure that the work in a learner's portfolio is:

- Authentic – it is the result of the learner's own performance or activity;
- Sufficient – enabling the assessor to make a consistent and reliable judgement;
- Adequate – appropriate to the level.

Where a series of activities are set, learners must demonstrate the achievement of the required standard identified in the assessment criteria in all activities. All of the assessment criteria in a unit must be met before the unit is deemed achieved.

The unit achievement is not graded. Units are either achieved or not achieved.

Standardisation

Standardisation is a process that promotes consistency in the understanding and application of standards in relation to assessment. It:

- compares assessment judgements from different tutor/assessors;
- promotes consistent judgements by different tutor/assessors;
- identifies good practice in assessment;
- promotes the sharing of good practice in assessment between centre staff.

Standardisation events should be held periodically within centres to ensure consistent and effective assessment practice. Standardisation events may also be held by OCN London and it is a requirement that each Centre offering units from these qualifications must contribute assessment materials and learners' evidence for standardisation, if requested.

OCN London will notify Centres of the required sample for standardisation purposes and assessment materials, learners' evidence and tutor feedback may be collected by External Moderators.

Learners with particular requirements

If learners have particular requirements the Centre should refer to the 'Access to Fair Assessment Policy and Procedure' which can be found on our website at: Access to Fair Assessment Policy and Procedure and gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty, without compromising the achievement of the assessment criteria.

Requirements for tutor/assessors

To be sufficiently competent

In addition to being qualified to make assessment decisions, each assessor must be capable of carrying out the full requirements within the competency of the units they are assessing. This competence should be maintained annually through clearly demonstrable continuing learning and professional development.

Expert witnesses can be used where they have suitable expertise for specialist areas. The use of expert witnesses should be determined and agreed by the assessor.

To be sufficiently knowledgeable

Each assessor should possess relevant knowledge and understanding of the subject and so be able to make robust and reliable assessment decisions in relation to the subject.

Assessment Guidance and Ofqual Level Descriptors

For OCN London's Assessment Guidance and Ofqual's Level Descriptor relevant to these qualifications, please click on the link below.

Level 1 Assessment Guidance and Ofqual's Level Descriptors

OCN London

OCN London
24 Angel Gate, 326 City Road, London EC1V 2PT
www.ocnlondon.org.uk
enquiries@ocnlondon.org.uk
020 7278 5511