OCR
RECOGNISING ACHIEVEMENT

Unit Title:	**Manage physical resources in active leisure**
OCR unit number	20
Sector unit number	LM4 - 03
Level:	4
Credit value:	3
Guided learning hours:	15
Unit reference number:	D/503/0867

Unit purpose and aim

This unit will ensure that learners are able to identify, obtain, manage and review the use of physical resources. The unit also ensures learners are able to take the environmental impact of resource use into consideration.

Learning Outcomes	Assessment Criteria
The Learner will:	**The Learner can:**
1 Understand the importance of sustainability when using physical resources in active leisure	1.1 Explain the importance of using sustainable resources in active leisure
	1.2 Explain the potential impact of resource use on the environment
	1.3 Explain how to use the resources used in active leisure effectively and efficiently.
	1.4 Describe actions one can take to minimise any adverse environmental impact of using physical resources in active leisure
2 Be able to identify physical resource requirements for own area of responsibility in active leisure	2.1 Consult with colleagues to identify their planned activities and corresponding resource needs
	2.2 Evaluate past resource use to inform expected future demand
	2.3 Identify resource requirements for own area of responsibility
3 Be able to obtain required resources for own area of responsibility	3.1 Prepare a business case to obtain required resources
	3.2 Review required resources with relevant individuals
	3.3 Explain an organisation's processes for obtaining agreed resources
4 Be able to monitor and review the quality and usage of resources in own area of responsibility in active leisure	4.1 Monitor the quality of resources against required specifications.
	4.2 Identify differences between actual and planned use of resources and take corrective action.
	4.3 Analyse the effectiveness and efficiency of

Learning Outcomes	Assessment Criteria
	resource use in own area of responsibility.
	4.4 Make recommendations to improve the effectiveness and efficiency of resource use

Assessment

This qualification is internally assessed by centre staff and externally verified by OCR Assessors.

Candidates must provide all of the evidence identified below. All evidence must be produced independently.

Evidence requirements

Learning outcome 1 can be assessed by one or a mixture of:

- Written questions and answers

- Projects

- Assignments.

For learning outcomes 2 – 4, the evidence must be gathered by the assessor observing the learner's performance in the workplace on more than one occasion. There should be sufficient observations to ensure that the learner has met all the requirements. There should be a combination of at least two of the following:

- observation (for example, team meetings to discuss resource use)

- testimony of others (for example, line manager)

- products of work (for example, notes of team meetings, reports on resource usage in the past , plans for resource use, suggestions to source new suppliers or types of resources)

- reflective account.

Physical resources can include equipment and consumables. Simulations are not allowed.

Guidance on assessment and evidence requirements

This section provides guidance for tutors on the types of assessment activities that can be used and evidence to be produced that will ensure coverage of the learning outcomes and related assessment criteria.

Evidence can be generated in a variety of ways – through completion of OCR-devised workbooks, through centre-devised assignments, projects or tasks or through naturally occurring work-based activities. Any centre-devised assignments, projects or tasks must be cross-referenced to the

appropriate learning outcomes and assessment criteria to ensure that full coverage can be achieved.

Portfolios of evidence must be produced independently and centres must confirm to OCR that the evidence is the original work of the candidate. Recording documents are provided on the website for this purpose.

National Occupational Standards (NOS) mapping/signposting

NOS can viewed at **www.ukstandards.co.uk**.

Occupational standards	Unit number	Title
MSC	E8	Manage physical resources.

Functional skills signposting

This section indicates where candidates may have an opportunity to develop their functional skills.

Functional Skills Standards					
English		**Mathematics**		**ICT**	
Speaking and Listening		Representing		Use ICT systems	✓
Reading	✓	Analysing	✓	Find and select information	✓
Writing	✓	Interpreting	✓	Develop, present and communicate information	✓

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications' (A850)* on the OCR website www.ocr.org.uk .