

SITE MANAGERS

Block 1: Preparing a renovation site	Breakdown into general pedagogical objectives
Component 1.1: Literature review of the renovation project components	<ul style="list-style-type: none"> • Identify and collect documents specifically related to renovation projects • Analyse data and identify critical points • Report back and propose improvements, changes or solutions if necessary
Component 1.2. Diagnostic methods for existing buildings and premises prior to intervention	<ul style="list-style-type: none"> • Identify the different diagnostic procedures/methods/techniques possible in renovation projects • Determine / select appropriate diagnostic method(s)
Component 1.3. Visit to the site of the future renovation: Preparation, observation methods and analysis of the observed elements	<ul style="list-style-type: none"> • Identify, list and locate particular elements to be observed during the visit • Determine the diagnostic methods to be used and the possible contributors or materials required • Carry out the visit, identify and notify critical points • Analyse the critical points and propose the necessary solutions or adjustments
Component 1.4. Preparation of the renovation site plan and its layout (marking out, fencing and preparation of the site area)	<ul style="list-style-type: none"> • Identify/characterise specific elements of renovation sites • Integrate the specific elements of renovation into the design and layout of intervention sites.
Component 1.5. Planning and phasing of the team's work on renovation sites	<ul style="list-style-type: none"> • Identify/characterise specific elements of renovation sites • Integrate the specific elements of renovation into the planning, procedures and phasing of interventions
Block 2: Managing communication and relations on a renovation site	Breakdown into general pedagogical objectives
Component 2.1. Management of teams on renovation sites: Monitoring of assignments and tasks and anticipation of complex and potentially conflictual situations with internal staff and subcontractors.	<ul style="list-style-type: none"> • Identify and characterise critical situations or problems specific to renovation sites • Anticipate, develop and propose solutions • Informing team leaders
Component 2.2. Development and implementation of procedures for the proper execution of operations (e.g. adaptation to site constraints, verification and monitoring of material supplies, verification of delivery times, consideration of energy efficiency, final efficiency, etc.).	<ul style="list-style-type: none"> • Identify and characterise the different types of constraints or problems specific to renovation projects • Anticipate, develop and propose solutions and inform team leaders
Component 2.3. Follow-up of relations with the client, the company manager, the architect, the design office & the CSS (health and safety coordinator).	<ul style="list-style-type: none"> • Characterise the specificities of the different protagonists of a renovation project • Integrate these specificities in the exchanges/procedures between stakeholders
Component 2.4. Mental management of workload, including management of stress and tension at work.	<ul style="list-style-type: none"> • Identify the particularities and specificities of the tensions linked to renovation projects • Develop facilitative or anticipatory strategies
Block 3 : Management of technical and organisational aspects of the renovation site	Breakdown into general pedagogical objectives
Component 3.1. Administrative, financial and legal management of a renovation project.	<ul style="list-style-type: none"> • Identify and collect administrative, financial and legal documents specifically related to renovation projects

	<ul style="list-style-type: none"> • Integrate these specificities in the management of the site
Component 3.2. Management and control of on-site protection of workers and buildings, including erection/dismantling of scaffolding, work at height, difficult access and use of hazardous materials on renovation sites.	<ul style="list-style-type: none"> • Identify specific and critical situations • Identify the current standards or regulations • Develop and propose resolution strategies • Informing team leaders
Component 3.3. Waste management on renovation sites: planning and management of waste bins, sorting and recycling. operations (circular economy), and the use of appropriate monitoring tools.	<ul style="list-style-type: none"> • Identify specific situations • Identify the current standards or regulations • Develop resolution strategies and implement appropriate techniques • Informing team leaders
Component 3.4: Integration of energy saving standards in renovation projects and use of appropriate monitoring tools.	<ul style="list-style-type: none"> • Identify specific situations • Identify the current standards or regulations • Develop and propose resolution strategies • Informing team leaders
Component 3.5. Continuous quality control of renovation sites: quality of intermediate phases and quality of finished works.	<ul style="list-style-type: none"> • Identify the critical points to be taken into account • Identify quality criteria and develop specific control procedures
Block 4: Acceptance of renovation work and quality control .	Breakdown into general pedagogical objectives
Component 4.1 Quality control of renovation results and client approval	<ul style="list-style-type: none"> • Identify and characterise the particular points of attention to be taken into account • Develop the necessary control procedures
Component 4.2. Evaluation of the working process and results, including evaluation, valorisation and improvement of the team.	<ul style="list-style-type: none"> • Evaluate the final deliverables and processes implemented • Valuing work with team leaders and teams

TEAM LEADERS

Block 1 : Preparing a renovation site	Breakdown into general educational objectives
Component 1.1. Preparation of a renovation site and diagnostic methods of existing buildings and places before the intervention	<ul style="list-style-type: none"> • Implement specific technical protocols or diagnostic methods
Block 2 : Mastering communication and relations on a renovation site	Breakdown into general educational objectives
Component 2.1. Monitoring teams on renovation sites: Anticipation of potentially conflictual situations with the team and subcontractors.	<ul style="list-style-type: none"> • Identify and characterise critical situations or problems specific to renovation sites • Anticipate, develop and propose solutions to your team
Component 2.2. Development and implementation of procedures for the proper execution of operations, including co-activity.	<ul style="list-style-type: none"> • Identify and characterise critical situations or problems specific to renovation sites • Anticipate, develop and propose adaptation solutions
Component 2.3. Follow-up of relations with the client, the hierarchy and external partners.	<ul style="list-style-type: none"> • Characterise the specificities of the different protagonists of a renovation project • Integrate these specificities in exchanges with different stakeholders
Component 2.4. Evaluation of the working process, including evaluation, valorisation and improvement of the team.	<ul style="list-style-type: none"> • Evaluate the final deliverables and processes implemented • Valuing work with team leaders and teams
Block 3 : Mastering the technical and organisational aspects of teamwork	Breakdown into general educational objectives
Component 3.1. Administrative, financial and legal aspects of the tasks entrusted to team leaders on renovation sites.	<ul style="list-style-type: none"> • Identify and collect administrative, financial and legal documents specifically related to renovation projects • Integrate these specificities in the management of the site
Component 3.2. Organisation and control of on-site protection of workers and buildings, including erection/dismantling of scaffolding, work at height, difficult access and use of hazardous materials on renovation sites.	<ul style="list-style-type: none"> • Identify specific and critical situations • Identify the current standards or regulations • Develop and/or implement resolution strategies
Component 3.3. Organisation of waste treatment on renovation sites: planning and management of waste bins, sorting and recycling operations (circular economy), and the use of appropriate monitoring tools.	<ul style="list-style-type: none"> • Identify specific situations • Identify the current standards or regulations • Implementing appropriate techniques
Component 3.4: Integration of energy saving standards in renovation works and use of appropriate monitoring tools.	<ul style="list-style-type: none"> • Identify specific situations • Identify the current standards or regulations • Apply resolution strategies
Component 3.5. Continuous quality control of the intermediate phases and the quality of the finished work.	<ul style="list-style-type: none"> • Respecting quality criteria and developing specific control procedures
Block 4: Acceptance of renovation work and quality control	Breakdown into general educational objectives

Component 4.1: Quality control of renovation results and client approval.

- **Checking the final deliverables and the processes implemented**