
Overview

What this standard is about

This standard is about unloading all or part of a load as part of driving duties. It covers the responsibility a driver has to ensure a goods vehicle remains safe and legal during and after unloading. It includes the need for appropriate communication with others involved in unloading and proof of delivery procedures.

Who this standard is for

This standard is relevant to drivers of goods vehicles and those who are responsible for goods vehicles within logistics organisations

SFLDGV8 SQA Unit Code (FA0J 04)

SfL8 Ensure the vehicle is unloaded correctly

Performance criteria

You must be able to:

- P1 identify the person responsible for receiving the **load**
- P2 follow instructions to unload the **vehicle**
- P3 **manoeuvre** the **vehicle** into a suitable and safe position for **unloading**
- P4 ensure the **vehicle** is prepared correctly for **unloading**
- P5 ensure that the part of the **load** to be unloaded is identified
- P6 monitor the **unloading** of the **vehicle** where applicable
- P7 ensure the **unloading** is properly planned
- P8 ensure that the correct equipment is selected to move the **load**
- P9 ensure that the correct **personal protective equipment (PPE)** is used
- P10 take appropriate action when there are problems with the **unloading**
- P11 complete proof-of-delivery procedures
- P12 communicate effectively with others
- P13 ensure that the organisation's procedures and all **legal, safety and operating requirements** relating to **unloading** the **vehicle**, are complied with

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Knowledge and understanding

You need to know and understand:

- K1 how to ensure the instructions are followed to unload the **vehicle**
- K2 what the potential requirements are for **unloading**
- K3 how the **vehicle** should be prepared to deliver typical **loads**
- K4 where **vehicle** should be positioned
- K5 the appropriate **personal protective equipment (PPE)**
- K6 how to monitor the **unloading** of typical **loads**
- K7 what type of problems could occur with the **unloading** and how to deal with them
- K8 how to identify the appropriate equipment for moving the **load**
- K9 different proof-of-delivery procedures or systems
- K10 the importance of communicating effectively with others
- K11 what the organisation's procedures and all relevant **legal, safety and operating requirements** are, relating to **unloading** the **vehicle**

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Additional Information

Glossary

- **Instructions:** written, verbal
- **Legal, safety and operating requirements** relating to unloading the vehicle: Highway Code, transport regulations, codes of practice, load restrictions, drivers' hours
- **Load:** containers, liquids, goods, materials, livestock, the load you typically carry, ADR
- **Personal Protective Equipment (PPE):** high visibility vests, hard hats, protective clothing, eye protection, gloves
- **Manoeuvre:** forward movements, reverse movements, turns
- **Proof-of-delivery procedures:** using paper documentation, electronic (e.g. hand-held terminals)
- **Unloading:** complete, partial, sequential
- **Vehicle:** the vehicle you normally drive, includes trailer when connected and ancillary equipment

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Relevant occupations Transportation operations and maintenance; Warehouse and distribution; Managers in Distribution, Storage and Retail; General; Vehicle Trades; Transport Drivers and Operatives; Mobile Machine Drivers and Operatives; Transport Associate Professionals

Suite Driving Goods Vehicles

Key words goods vehicle unloaded