

COSVR705 - SQA Unit Code FN2F 04

Allocate and monitor the use of plant, equipment or machinery



Overview

This standard is about

- 1 ensuring plant, equipment or machinery is suitable and available
- 2 checking plant, equipment or machinery for suitability on arrival
- 3 ensuring safe use of plant, equipment or machinery
- 4 returning plant, equipment or machinery when it is no longer required on site

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Performance criteria

- You must be able to:*
- P1 produce clear requests for plant, equipment or machinery which meet the needs of the project
 - P2 ensure and record that plant, equipment or machinery meets operational and statutory requirements prior to use on site and allocate it to the operations for which it is suitable
 - P3 identify hazards and assess risks arising from the use of plant, equipment or machinery and implement measures that protect people and the environment
 - P4 keep records of the use of plant, equipment or machinery
 - P5 recommend alternative types of plant, equipment or machinery to decision-makers where existing plant, equipment or machinery is less suitable for use on site
 - P6 issue instructions for the use of plant, equipment or machinery to operators
 - P7 check and confirm that operators are allowed to use plant, equipment or machinery for which they have the required level of training and certification and monitor that they are working safely
 - P8 ensure the appropriate storage, servicing and maintenance of plant, equipment or machinery to meet operational and statutory requirements
 - P9 inform decision-makers promptly when plant, equipment or machinery is no longer required

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Knowledge and understanding

You need to know and understand:

Performance Criteria 1

Requests for plant, equipment or machinery

- K1 how to produce requests for **plant, equipment or machinery** to meet the needs of the project

Performance Criteria 2

Operational and statutory requirements

You need to know and understand:

- K2 how to ensure **plant, equipment or machinery** meets **operational and statutory requirements** prior to use on site
- K3 how to allocate **plant, equipment or machinery** to suitable operations
- K4 how to record checks on the suitability of **plant, equipment or machinery**

Performance Criteria 3

Identify hazards and assess risks

You need to know and understand:

- K5 how to identify hazards and assess risks arising from the use of **plant, equipment or machinery**
- K6 how to implement **measures** that protect **people** and the environment

Performance Criteria 4

Keep records

You need to know and understand:

- K7 how to keep **records** of the use of **plant, equipment or machinery**
- K8 why you need to keep **records** of the use of **plant, equipment or machinery**

Performance Criteria 5

Recommend alternative plant, equipment or machinery

You need to know and understand:

- K9 how to identify when **plant, equipment or machinery** is not suitable for use
- K10 how to identify alternative **plant, equipment or machinery**
- K11 how to recommend alternative **plant, equipment or machinery** to **decision makers**

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|---|---|
| <i>You need to know and understand:</i> | Performance Criteria 6 Issue instructions K12 how to issue instructions for the use of plant, equipment or machinery to operators |
| <i>You need to know and understand:</i> | Performance Criteria Check operators and monitor safe use K13 how to check and confirm operator's abilities and authorisation to use plant, equipment or machinery K14 how to monitor the safe operation of plant, equipment or machinery |
| <i>You need to know and understand:</i> | Performance Criteria 8 Ensure storage, service and maintenance 15 how to ensure plant, equipment or machinery is stored, serviced and maintained in accordance with operational and statutory requirements |
| <i>You need to know and understand:</i> | Performance Criteria 9 Inform decision-makers 16 how to inform decision-makers when plant, equipment or machinery is no longer required 17 why you need to inform decision-makers when plant, equipment or machinery is no longer required |

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Additional Information

Scope/range related to performance criteria

Performance Criteria 1

- 1 records of requests for at least four of the following types of plant, equipment or machinery
 - 1.1 static
 - 1.2 mobile
 - 1.3 accessories
 - 1.4 consumables
 - 1.5 health and safety equipment
 - 1.6 specialised hand tools
 - 1.7 standard plant, equipment or machinery
 - 1.8 non-standard plant, equipment or machinery

Performance Criteria 2

- 2 records of checks completed on plant, equipment or machinery prior to use on site
- 3 records of the operations to which the plant, equipment or machinery is allocated

Performance Criteria 3

- 4 protection of the workforce, the general public, visitors and the environment by the application of information relating to at least three of the following measures
 - 4.1 methods of work
 - 4.2 risk assessment
 - 4.3 safe use and storage of tools
 - 4.4 safe use and storage of materials
 - 4.5 traffic control
 - 4.6 emergency plans

Performance Criteria 4

- 5 records of the time for plant, equipment or machinery usage

Performance Criteria 5

- 6 records of recommendations on the use of alternative types of plant, equipment or machinery made to decision-makers

Performance Criteria 6

- 7 records of instructions provided to plant, equipment or machinery operators

Performance Criteria 7

- 8 records of checks made on operator's abilities and authorisation to operate plant, equipment or machinery
- 9 records of safety checks made on the operators while plant is working

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Performance Criteria 8

- 10 records of storage arrangements for plant, equipment or machinery
- 11 records of checks made for serviceability and maintenance of plant, equipment or machinery as appropriate to at least three of the following operational and statutory requirements
 - 11.1 health, safety and welfare of the workforce and others
 - 11.2 operational efficiency
 - 11.3 security of resources
 - 11.4 obligations to third parties
 - 11.5 regulatory authorities
 - 11.6 contractual commitments

Performance Criteria 9

- 12 records of notices provided to decision-makers when all the tasks for plant, equipment or machinery are complete

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Scope/range related to knowledge and understanding

Decision-makers

- 1 line management
- 2 plant specialists
- 3 buyers
- 4 plant, equipment or machinery suppliers

Measures

- 5 methods of work
- 6 risk assessment
- 7 safe use and storage of tools
- 8 safe use and storage of materials
- 9 traffic control
- 10 emergency plans

Operational and statutory requirements

- 11 health, safety and welfare of the workforce and others
- 12 operational efficiency
- 13 security of resources
- 14 obligations to third parties
- 15 regulatory authorities
- 16 contractual commitments

People

- 17 workforce
- 18 other personnel on site
- 19 members of the public
- 20 occupiers
- 21 site visitors
- 22 people affected by on-site operations

Plant, equipment or machinery

- 23 static
- 24 mobile
- 25 accessories
- 26 consumables
- 27 health and safety equipment
- 28 specialised hand tools
- 29 standard plant, equipment or machinery
- 30 non-standard plant, equipment or machinery

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Records

- 31 delivery notes
- 32 allocation details
- 33 location details
- 34 movement details
- 35 usage details
- 36 maintenance checks
- 37 dispatch notes
- 38 certification

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