COSVR643(SQA Unit Code-FN2V 04)
Move, handle or store resources

Overview

This standard, in the context of your occupation and work environment, is about

1 interpreting information
2 adopting safe and healthy working practices
3 selecting aids or equipment to move, handle or store occupational resources
4 moving, handling and storing occupational resources to maintain useful condition

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Performance criteria

You must be able to:

P1 comply with the given information to move, handle or store resources

P2 comply with the given relevant legislation and official guidance to move, handle or store occupational resources and maintain safe work practices

P3 select the required quantity and quality of resources for the method of moving, handling or storing occupational resources

P4 prevent damage to the occupational resources and surrounding environment

P5 comply with the given occupational resource information to carry out the work efficiently to the required guidance

P6 complete the work within the allocated time, in accordance with the programme of work

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Knowledge and understanding

Performance Criteria 1

Interpretation of information

You need to know and understand:

K1 the organisational procedures developed to report and rectify inappropriate **information** and unsuitable **resources** and how they are implemented

K2 the types of **information**, their source and how they are interpreted

K3 the organisational procedures to solve **problems** with the **information** and why it is important they are followed

K4 how to obtain information to use and store lifting aids and equipment

Performance Criteria 2

Safe work practices

You need to know and understand:

K5 the level of understanding operatives must have of **information** for relevant current **legislation and official guidance** and how it is applied

K6 the types of **fire extinguishers** and how and when they are used

K7 how **emergencies** should be responded to and who should respond

K8 the organisational security procedures for tools, equipment and personal belongings

K9 what the accident reporting procedures are and who is responsible for making the report

K10 why, when and how **health and safety control equipment** should be used

Performance Criteria 3

Selection of resources

You need to know and understand:

K11 the characteristics, quality, uses, sustainability, limitations and defects associated with the **resources** and how defects should be rectified

K12 how the **resources** should be handled and how any **problems** associated with the **resources** are reported

K13 the organisational procedures to select **resources**, why they have been developed and how they are used

K14 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

	Performance Criteria 4
	Prevent damage
You need to know and understand:	K15 how to **protect work** from damage and the purpose of protection
	K16 why **disposal of waste** should be carried out safely and how it is achieved
	Performance Criteria 5
	Comply with occupational resource information
You need to know and understand:	K17 how **methods of work**, to meet the specification, are carried out and **problems** reported
	Performance Criteria 6
	Allocated time
You need to know and understand:	K18 what the **programme** is for the work to be carried out in the estimated, allocated time and why deadlines should be kept

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Additional Information

Scope/range related to performance criteria

Performance Criteria 1

1 interpret given information to move, handle or store occupational resources, and use and store lifting aids and equipment

Performance Criteria 2

2 avoidance of risk by complying with the given information relating to at least two of the following

- 2.1 methods of work
- 2.2 safe use of health and safety control equipment
- 2.3 safe use of lifting aids
- 2.4 protection of the environment

Performance Criteria 3

3 selection of resources associated with moving, handling or storing

- 3.1 lifting and handling aids
- 3.2 container(s)
- 3.3 fixing, holding and securing systems

Performance Criteria 4

4 protect the occupational resources and their surrounding area from damage

5 dispose of waste and packaging in accordance with legislation

6 maintain a clean work space

Performance Criteria 5

7 work skills to move, position, store, secure and/or use lifting aids and kinetic lifting techniques

8 move, handle or store occupational resources to meet product information and organisational requirements relating to at least three of the following

- 8.1 sheet material
- 8.2 loose material
- 8.3 bagged or wrapped material
- 8.4 fragile material
- 8.5 tools and equipment
- 8.6 components
- 8.7 liquids

Performance Criteria 6

9 completion of own work within the estimated, allocated time to meet the needs of other occupations and/or customer

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Scope/range related to knowledge and understanding

Disposal of waste

1 environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

Emergencies

2 operative's response to situations in accordance with organisational authorisation and personal skills when involved with:

- 2.1 fires, spillages, injuries etc
- 2.2 emergencies relating to occupational activities

Fire extinguishers

3 water, CO_2, foam, powder and their uses

Hazards

4 those identified by method of work, manufacturers' technical information, statutory regulations and official guidance

Health and safety control equipment

5 identified by the principles of protection for occupational use, types and purpose of each type, work situations and general work environment

- 5.1 collective protective measures
- 5.2 personal protective equipment (PPE)
- 5.3 respiratory protective equipment (RPE)
- 5.4 local exhaust ventilation (LEV)

Information

6 technical, product and regulatory: oral, written, graphical presentation

Legislation and official guidance

7 this relates to the operative's responsibilities regarding potential accidents and health hazards whilst working in the workplace, in confined spaces, below ground level, at height, with tools and equipment, with materials and substances, with movements/storage of materials and by manual handling and mechanical lifting

Methods of work

8 application of knowledge for safe work practices, procedures and skills, relating to the method/area of work and materials used for moving, handling and storing occupational resources

9 needs of other occupations associated with the resources

Problems

10 those arising from information, resources and methods of work

- 10.1 own authority to rectify
- 10.2 organisational reporting procedures

Programme

11 types of progress charts, timetables and estimated times

12 organisational procedures for reporting circumstances which will affect the work programme

Protect work

13 against damage from general workplace activities, other occupations and adverse weather conditions

Resources

14 types, quantity, quality, sizes and sustainability of standard and/or specialist:

- 14.1 occupational resources
- 14.2 lifting and handling aids
- 14.3 containers
- 14.4 fixing, holding and securing systems

Security procedures

15 site, workplace, company and operative

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Relevant occupations	Construction and Building Trades nec
Suite	Wood Occupations (Construction); Accessing Operations and Rigging (Construction); Applied Waterproof Membranes (Construction); Associated Industrial Services Occupations (Construction); Chimney Engineering (Construction); Cladding Occupations (Construction); Construction Operations and Civil Engineering Services; Construction Diving Operations (Construction); Controlling Lifting Operations (Construction); Decorative Finishing and Industrial Painting Occupations (Construction); Demolition; Erection of Precast Concrete (Construction); Fitted Interiors (Construction); Floorcovering Occupations (Construction); Formwork (Construction); Innovative/Modern Methods of Construction; Insulation and Building Treatments (Construction); Interior Systems (Construction); Maintenance Operations (Construction); Mastic Asphalting (Construction); Piling Operations (Construction); Plant Installations (Construction); Plant Operations (Construction); Plastering (Construction); Post Tensioning Operations (Construction); Refractory Installations (Construction); Removal of Hazardous and Non-hazardous Waste (Construction); Roofing Occupations (Construction); Site Logistics (Construction); Specialist Concrete Occupations (Construction); Specialist Installation Occupations (Construction); Steelfixing (Construction); Stonemasonry (Construction); Sub-structure Work Occupations (Construction); Super-structure Work Occupations (Construction); Thermal Insulation (Construction); Trowel Occupations (Construction); Tunnelling Operations (Construction); Wall and Floor Tiling (Construction); Wood Machining (Construction/Sawmilling Extrusion/Furniture); Wood Preserving – Industrial

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	Pre-treatment (Construction)
Key words	Storage; Handling; Kinetic lifting, Lifting aids