

COSVR531 - SQA Unit Code FN32 04

Supervise lifting activities



Overview

This standard is about

- 1 interpreting work method and lift plan information
- 2 monitoring lifting activities by pre-work, progress and post-work checks
- 3 controlling necessary resources
- 4 identifying problems and communicating corrective action

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Performance criteria

- You must be able to:*
- P1 carry out the supervision of lifting activities following given data which will minimise disruption and maintain optimum performance
 - P2 observe current legislation and official guidance appropriate to the work environment
 - P3 identify and assess faults and problems and recommend corrective action which conforms to safe working methods and practices
 - P4 conduct pre-work checks to meet statutory requirements, official guidance and maintain safe working methods and practices
 - P5 keep accurate records of work progress checks, faults, problems and quantities involved
 - P6 conduct post-work checks to ensure completion of the work method data
 - P7 identify, assess and maintain the necessary resources for lifting activities

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Knowledge and understanding

You need to know and understand:

Performance Criteria 1

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- K1 how to supervise programmed **lifting activities**
- K2 how to minimise disruption to other works during **lifting activities**
- K3 how to minimise disruption to **people** during **lifting activities**
- K4 how to apply methods that will optimise performance during **lifting activities**

Performance Criteria 2

Observe legislation and guidelines

You need to know and understand:

- K5 what current legislation and official guidance applies directly to **lifting activities**

Performance Criteria 3

Identify and assess faults and problems

You need to know and understand:

- K6 how to identify common lifting operation **faults and problems**
- K7 how to assess **faults and problems**
- K8 how to make recommendations for **corrective action** and suggest solutions for **faults and problems**
- K9 how to communicate **corrective actions** for **lifting activities**
- K10 how to apply **corrective action** with non-conforming plant, equipment and machinery

Performance Criteria 4

Conduct pre-work checks

You need to know and understand:

- K11 how to conduct pre-work **lifting activity checks** in order to meet **statutory requirements**
- K12 how to record pre-work **lifting activity checks**
- K13 why you need to conduct pre-work **lifting activity checks**
- K14 how to apply effective **communication** methods to team members

Performance Criteria 5

Keep accurate records

You need to know and understand:

- K15 how to keep accurate records of work progress **lifting activity checks** including **faults, problems** and quantities used
- K16 why accurate records are needed

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You need to know and understand:

Performance Criteria 6

Conduct post-work checks

- K17 how to conduct post-work **lifting activity checks** in order to meet **statutory requirements**
- K18 how to record post-work **lifting activity checks**
- K19 why you need to conduct post-work **lifting activity checks**

You need to know and understand:

Performance Criteria 7

Identify, assess and maintain resources

- K20 how to identify the necessary **resources** for **lifting activities**
- K21 how to assess the quality of **resources** for **lifting activities**
- K22 how to maintain the necessary **resources** for **lifting activities**

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Additional Information

Scope/range related to performance criteria

Performance Criteria 1

- 1 records of programmes of lifting activities for at least one of the following
 - 1.1 cranes
 - 1.2 lift trucks
 - 1.3 excavators
 - 1.4 hoists
 - 1.5 access equipment

Performance Criteria 2

- 2 protection of the workforce, the general public, visitors and the environment by the application of information relating to at least three of the following
 - 2.1 methods of work
 - 2.2 risk assessment
 - 2.3 safe use and storage of plant, equipment and machinery
 - 2.4 safe use and storage of materials
 - 2.5 traffic management
 - 2.6 work permits
 - 2.7 emergency plans
 - 2.8 Codes of Practice
 - 2.9 regulations

Performance Criteria 3

- 3 records of dealing with at least two of the following lifting activity faults and problems
 - 3.1 work method data errors
 - 3.2 construction errors
 - 3.3 identification of further utilities
 - 3.4 heritage concerns
 - 3.5 environmental concerns
 - 3.6 incorrect maintenance
 - 3.7 identification of hazardous materials
 - 3.8 breaches of security
 - 3.9 documentation error/availability
 - 3.10 certification error/availability
 - 3.11 non-conforming plant, equipment or machinery

Performance Criteria 4

- 4 records of checks for at least two of the following
 - 4.1 condition
 - 4.2 fit for purpose
 - 4.3 health and safety
 - 4.4 environmental
 - 4.5 people

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Performance Criteria 5

- 5 records of work progress checks detailing work done, faults, problems and quantities involved

Performance Criteria 6

- 6 records of checks confirming completion of the lifting activity according to given data and removal of associated resources

Performance Criteria 7

- 7 records of the acquisition and maintenance for at least three of the following resources
 - 7.1 people
 - 7.2 plant, equipment or machinery
 - 7.3 materials and components
 - 7.4 sub-contractors
 - 7.5 work area and facilities
 - 7.6 waste management
 - 7.7 utility providers

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Scope/range related to knowledge and understanding

Communication

- 1 discussions
- 2 sketches
- 3 briefings

Corrective action

- 4 redesign
- 5 reconfigure
- 6 restrict
- 7 reposition
- 8 repair
- 9 replace
- 10 isolate
- 11 quarantine

Faults and problems

- 12 work method data errors
- 13 construction errors
- 14 identification of further utilities
- 15 heritage concerns
- 16 environmental concerns
- 17 incorrect maintenance
- 18 identification of hazardous materials
- 19 documentation error/availability
- 20 certification error/availability
- 21 non-conforming plant, equipment or machinery
- 22 breaches of security

Lifting activities

- 23 cranes
- 24 lift trucks
- 25 excavators
- 26 hoists
- 27 access equipment

Lifting activity checks

- 28 condition
- 29 fit for purpose
- 30 health and safety
- 31 working area
- 32 ground conditions
- 33 people
- 34 environmental

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People

- 35 workforce
- 36 client
- 37 other personnel on site
- 38 members of the public
- 39 occupiers
- 40 site visitors
- 41 people affected by on-site operations

Resources

- 42 people
- 43 plant, equipment or machinery
- 44 materials and components
- 45 sub-contractors
- 46 work area and facilities
- 47 waste management
- 48 utility providers

Statutory requirements

- 49 test
- 50 examination
- 51 inspection
- 52 certification

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