

Arrange loading and transportation of materials

WM53 SQA Unit Code H2J9 04

This national occupational standard WB6 belongs to Pro Skills – the standards setting body for the process and manufacturing sector

Area of competence

Achievement of this unit demonstrates your competence in organising the transportation of loads. Transportation can be by any type of vehicle suitable to carry the load, by road, on land off-road, rail or water. This unit is suitable for operatives carrying out this activity on all types of materials or products including those from extractive, mineral processing and/or manufacturing, mineral or waste storage/transfer facilities, as loose material or within appropriate packaging/containers.

Knowledge and Understanding

Within the limits of your responsibilities you will need to demonstrate that you know and understand:

1. Organisational operational procedures for the safe and efficient transportation of loads
2. Organisational operational procedures in the event of suitable transportation being unavailable
3. Action to be taken when loads cannot be routed or scheduled in accordance with operational, organisational or regulatory requirements
4. Type and characteristics of loads to be transported
5. Types of vehicles to be used for carrying different loads
6. Limitations of vehicles, routes, equipment and drivers
7. Methods of load distribution
8. Environmental, economy and efficiency issues relating to the loads and the vehicles
9. Time, destination, delivery and collection schedules
10. Relevant legislation, regulation and codes of practice (*e.g. weights and measures, drivers hours and licence regulations, vehicle operators licensing requirements, waste handling requirements, environmental constraints*)
11. Sources of information in relation to health safety environmental issues associated with the transportation of the load
12. Sources of routing information
13. Organisational requirements and procedures for reporting and recording the transporting of loads
14. Problems that could occur, and how to report these
15. Approved procedures and practices in the context of the operation, the work activity and the workplace environment (organisational, regulatory, emergency, operational)

Performance Criteria

To achieve this unit you will have ensured that work is carried out to approved procedures and practices and in compliance with relevant statutory requirements, and that:

- a. Details of loads are obtained and confirmed
- b. Details of time and location for collection/delivery are obtained
- c. Any special requirements associated with the load are identified
- d. Methods of transportation are identified and appropriate vehicles and equipment used
- e. Checks are carried out to ensure vehicle driver/operator is appropriately qualified and approved
- f. Information on the load and its transportation is recorded and communicated to the appropriate personnel
- g. Any limitations or restrictions of routes for the vehicle or load are communicated to the appropriate person
- h. Loads are prioritised to meet organisational and operational requirements