

Unit PSSPO104.3 Handle unpowered craft (SQA Unit Code-H78304)

Performance Criteria

You must be able to

Handle unpowered craft

1. identify and obtain the appropriate craft, gear and equipment required to carry out the proposed operations, and confirm that it is in good working order before commencing the work
2. check that the craft is seaworthy before commencing operations
3. address and report any difficulties and faults encountered, recording these where required
4. ensure that all access to the craft is undertaken safely
5. ensure that protective and safety clothing is worn at all times by self and other persons within own responsibility
6. manoeuvre the craft safely using the recommended manual techniques
7. confirm that the craft is moored safely, securely and in the right location for loading and discharge operations
8. check the quality of goods being loaded or discharged, reporting any defects
9. monitor the trim of the craft during loading/discharging operations, and make the correct allowance for whether the craft is aground or afloat
10. ensure where necessary, cargo is secured and covered
11. maintain where towing, ropes are secured, ensuring that they can be released quickly in an emergency
12. ensure that all persons on board craft being towed are standing in a safe position, and one which allows for any **risks** associated with ropes under tension
13. stay alert for **hazards** and the **risks** of collision at all times, and take the proper corrective action to avoid them
14. ensure that craft are kept clean, tidy and free of obstructions and that craft is moored safely and securely upon completion of work

Knowledge and understanding

You need to know and understand

1. the legal responsibilities for maintaining own and others' health and safety in the workplace
2. the requirements placed upon the individual and the organisation by current international and national legislation, port regulations and bye-laws, as they affect operations within ports, including the importance of the 'International Regulations for the Prevention of Collisions at Sea'
3. current industry guidance relevant to port vessel operations
4. own organisation's policies, procedures and working practices relevant to port vessel operations

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5. the operating procedures, capabilities (including manoeuvring characteristics) and limitations of the types of vessel(s) within own area of operations
6. the effects of different rudder positions on the craft
7. how to use anchoring and mooring equipment
8. the importance of keeping a safe lookout
9. the importance of maintaining a safe speed, and the impact of restricted visibility when identifying a safe speed
10. the meaning of alarms on board vessels
11. how to interpret tidal and weather information and how different types of adverse weather can impact upon vessel movements within port areas
12. the impact of the motion of craft and tidal range upon berthing operations, and the effects of their interaction for other vessels
13. the role and responsibilities of those on board the vessels
14. organisational procedures for carrying out and recording pre-sailing checks, including those for recording difficulties and faults found
15. organisational manoeuvring procedures for craft within the port environment
16. workplace procedures for dealing with emergency situations on board craft, including person overboard
17. local geography and water conditions, including navigable channels and tides, and their impact upon manoeuvring craft within own port
18. the use and location of safety equipment on board the vessel, including the operation of emergency/bilge pumps and CO2 smothering equipment
19. the importance of set and leeway, in setting course and the different types of courses, including true, magnetic, compass and gyro and the impact of deviation and variation
20. how to select and interpret information within charts and navigation techniques
21. how to use electronic navigation aids, such as GPS, chart plotter and radar, and the limitations of navigation equipment
22. the use of buoyage systems and navigation lights
23. how to use tidal stream atlases, tide tables, Nautical Almanacs and pilot/sailing directions
24. organisational procedures for reporting defective equipment
25. the organisations requirements relating to recording the movements of craft within own port
26. techniques for surviving in the water, techniques for rescuing a person from water and basic first-aid, including resuscitation and the basic recognition and treatment for the onset of hypothermia
27. procedures for raising fire alarms, and for isolating areas on board vessels
28. firefighting techniques to be used on different types of fire
29. the functions of the various parts of unpowered craft, and methods of manoeuvring
30. the functions of equipment and structures external to unpowered craft
31. the use of fair leads and ropes used on unpowered craft
32. the procedures for making up a tow –alongside, astern and pushing, both for single and multiple craft

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- 33. organisational requirements for addressing and reporting difficulties and faults in craft, gear and equipment
- 34. the location of, and how to use, the first-aid, safety and emergency equipment within the port

Glossary

Hazard: something with potential to cause harm

Risk: a risk is the likelihood of the hazard's potential being realised