

2099 Transport goods and materials (Skills for Logistics TGR6)		
SQA Unit Code		B1XX 04
Level 2	SCQF Level 4	Credit value 2

Unit Summary

This unit is about operating and controlling a laden vehicle. You must correctly establish the stability of the load before moving the vehicle and then manoeuvre the vehicle in a safe, effective and controlled manner. You drive the vehicle in a way that optimises fuel consumption and minimises wear and tear and the risk of accidental damage. You must correctly secure the vehicle and its load when it is left unattended and you must follow all relevant regulations.

You must also be able to monitor and review progress. You follow established procedures in the event of an accident, breakdown or any other problems that may arise. You identify any changes to the operating schedule and any decisions you make to amend the agreed route must be within the limits of your own authority and communicated promptly to the relevant person.

This unit is for you if you work in food and drink operations and your job requires you to drive a vehicle to deliver goods.

In order to be assessed as competent you must demonstrate to your assessor that you can consistently perform to the requirements set out below. Your performance evidence must include at least one observation by your assessor.

You must be able to:	You need to show:
<p>1. Operate and control a laden vehicle</p> <p>This means you:</p> <p>Correctly establish the stability of the load before moving the vehicle</p> <p>Manoeuvre the vehicle in a safe, effective and controlled manner</p> <p>Drive the vehicle in a way that optimises fuel consumption within operational constraints</p> <p>Drive the vehicle in a way that minimises wear and tear and risk of accidental damage</p> <p>Constantly display an awareness of, and consideration form the action of others</p>	<p>Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i></p> <p>Evidence of operating and controlling a laden vehicle in accordance with workplace procedures</p>

<p>Constantly display an awareness of, and consideration for, the loads you carry Accurately identify any hazards within your work area and take any remedial action needed promptly</p> <p>Take remedial action that minimises the risk of accident, damage and disruption to vehicles, property and other road uses</p> <p>Correctly secure the vehicle and its load when the vehicle is left unattended</p> <p>Operate and control your vehicle in accordance with all relevant regulations</p>	
<p>Monitor and review progress</p> <p>This means you:</p> <p>Accurately establish any variance in vehicle performance and load condition</p> <p>Investigate any variance, remedy it within the limits of your own authority and record and report the details to the relevant person</p> <p>Correctly follow established procedures in the event of an accident, breakdown or any other problems that may arise</p> <p>Accurately identify actual and potential significant deviations from the operating schedule</p> <p>Take decisions to amend the agreed route within the limits of your own authority and communicate them correctly to the relevant person</p> <p>Ensure that any actions you take when the operating schedule cannot be followed are within the limits of your authority and are promptly communicated</p> <p>Ensure that your monitoring and review of progress meets all regulations</p>	<p>Evidence of operating and controlling a laden vehicle in accordance with workplace procedures</p>

You need to know and understand:

Evidence of knowledge and understanding should be collected during observation of performance in the workplace. Where it cannot be collected by observing performance,

other assessment methods should be used.

Operate and control a laden vehicle

1. Why it is necessary to establish the stability of the load
2. How the vehicle controls and equipment function and operate
3. The characteristics, capabilities and handling of the vehicle
4. The techniques of safe driving and manoeuvring
5. The importance of optimising vehicle performance
6. The characteristics of the load, and problems that could occur in transit
7. What remedial action to take when hazards occur
8. The relevant regulations that affect vehicle operation and control, and how to apply them
9. The highway code

Monitor and review progress

10. The nature and characteristics of the load and their effect on vehicle performance
11. The procedures for dealing with problems that occur
12. How deviations from the operating schedule will impact on operations
13. The limits of your own authority and the consequences of operating outside these limits
14. The regulations that affect the transport of goods and materials and how to apply them
15. The communication structures and procedures within your organisation
16. The importance of effective communication and what could happen if you do not communicate effectively
17. What an operating schedule covers

Evidence of performance may employ examples of the following assessment:

- observation
- written and oral questioning;
- evidence from company systems (e.g. Food Safety Management System)
- reviewing the outcomes of work
- checking any records of documents completed
- checking accounts of work that the candidate or others have written