



FY67 04 – Operate Ancillary  
Equipment (Sweeper)

# COSVR399 (SQA Unit Code - FY67 04)

## Operate ancillary equipment



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### Overview

This standard is about

- 1 interpreting information
- 2 adopting safe and healthy working practices
- 3 using plant, machinery, materials, components, tools and ancillary equipment
- 4 setting up for the attachment of, operating with, and closing down for the removal of ancillary equipment

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### Performance criteria

- You must be able to:*
- P1 interpret the given operating information relating to the use of plant or machinery and confirm its relevance
  - P2 organise with others the sequence in which the work is to be carried out
  - P3 comply with the relevant, current legislation, special legal status documents, official guidance and organisational procedures to maintain safe and healthy work practices
  - P4 request resources to sustain plant or machinery operations to complete the programme of work
  - P5 select plant or machinery resources for the methods of work and operations to be carried out
  - P6 comply with organisational procedures to minimise the risk of damage to the work and surrounding area
  - P7 comply with the given contract information to carry out the work efficiently to the required specification
  - P8 complete the work within the allocated time, in accordance with the programme of work

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### Knowledge and understanding

*You need to know and understand:*

#### Performance Criteria 1

##### Interpretation of information

- 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

#### Performance Criteria 2

##### Organise with others

*You need to know and understand:*

- K4 **communication** of ideas between team members
- K5 organisation of **resources** in conjunction with the progress of work
- K6 the **skills** required to carry out the work

#### Performance Criteria 3

##### Safe work practices

*You need to know and understand:*

- K7 the level of understanding operatives must have of **information** for relevant, current **legislation, Approved Codes of Practice and official guidance** and how it is applied
- K8 how **emergencies** should be responded to and who should respond
- K9 the organisational **security procedures** for plant and/or machinery, tools, equipment and personal belongings
- K10 what the accident reporting procedures are and who is responsible for making the report
- K11 why, when and how **health and safety control equipment** should be used

#### Performance Criteria 4

##### Request resources

*You need to know and understand:*

- K12 the organisational procedures for requisitioning consumables and other **resources**

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### Performance Criteria 5

#### Selection of resources

*You need to know and understand:*

- K13 the characteristics, quality, uses, sustainability, limitations and defects associated with plant **resources** and how defects should be rectified
- K14 how the **resources** should be used and how any **problems** associated with the **resources** are reported
- K15 the organisational procedures to select **resources**, why they have been developed and how they are used
- K16 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

### Performance Criteria 6

#### Minimise the risk of damage

*You need to know and understand:*

- K17 how to **protect work** from damage and the purpose of protection
- K18 why **disposal of waste** should be carried out safely and how it is achieved

### Performance Criteria 7

#### Meet the contract specification

*You need to know and understand:*

- K19 how **methods of work**, to meet the specification, are carried out and **problems** reported
- K20 how **maintenance** of plant and/or machinery, tools and equipment is carried out

### Performance Criteria 8

#### Allocated time

*You need to know and understand:*

- K21 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 interpretation of drawings, specifications, schedules, method statements, risk assessments and manufacturers' information related to the work to be carried out

##### **Performance Criteria 2**

- 2 organisation of own work
- 3 communication with team members and other associated occupations about the plant or machinery operation and the work to be carried out

##### **Performance Criteria 3**

- 4 avoidance of risk by complying with the given safety information relating to / at least of the following
  - 4.1 methods of work
  - 4.2 safe use of health and safety control equipment
  - 4.3 safe use and storage of plant or machinery, tools and equipment
  - 4.4 specific risks to health

##### **Performance Criteria 4**

- 5 follow organisational procedures for the requisition of consumables, materials and other resources

##### **Performance Criteria 5**

- 6 selection of resources associated with own work
  - 6.1 attachments, tools and ancillary equipment

##### **Performance Criteria 6**

- 7 protection of the work and its surrounding area from damage
- 8 minimise damage and maintain a clean work space
- 9 disposal of waste in accordance with current legislation

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### **Performance Criteria 7**

- 10 demonstration of work skills to prepare, configure, align, fit, connect, fasten, adjust, secure, check, manoeuvre, operate, disconnect, remove and store
- 11 use and maintain hand tools, ancillary equipment and/or accessories
- 12 operate plant attachments to given working instructions for one or more of the following
  - 12.1 lift and transfer
  - 12.2 cut or shear or sever
  - 12.3 bore or drill or drive
  - 12.4 remove
  - 12.5 compact or level
  - 12.6 access
  - 12.7 demolish or process

### **Performance Criteria 8**

- 13 completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

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### Scope/range related to knowledge and understanding

#### **Communication**

- 1 discussions, sketches and briefings

#### **Disposal of waste**

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

#### **Emergencies**

- 3 operative's response to situations in accordance with organisational authorisation and personal skills when involved with
  - 3.1 fires, spillages, injuries
  - 3.2 emergencies relating to occupational activities

#### **Hazards**

- 4 those identified by method of work, risk/COSHH assessments, 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 drawings, specifications, schedules, method statements, risk assessments, manufacturers' information and current regulations governing ancillary equipment

#### **Legislation, Approved Codes of Practice and official guidance**

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



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### **Maintenance**

8 operative care of plant or machinery, hand tools and ancillary equipment

### **Methods of work**

9 application of knowledge for safe and healthy work practices, procedures and skills relating to the method/area of work and materials used to:

9.1 identify relevant attachment documentation

9.2 configure plant to accept attachments

9.3 fit attachments

9.4 operate, maintain, manoeuvre, shut down and secure plant with an attachment

9.5 recognise signals given to fit and remove attachments

9.6 disconnect attachments

9.7 remove attachments

9.8 store attachments

9.9 use hand tools and equipment

10 team work and communication

11 needs of other occupations associated with the use of attachments

### **Problems**

12 those arising from information, resources and methods of work

12.1 own authority to rectify

12.2 organisational reporting procedures

### **Programme**

13 types of progress charts, timetables and estimated times

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

### **Protect work**

15 protect work against damage from general workplace activities, other occupations and adverse weather conditions

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### **Resources**

16 materials, components and equipment relating to types, quantity, quality, sizes and the sustainability of standard and/or specialist:

16.1 fittings, fuels, oils, lubricants

16.2 accessories

16.3 hand tools and ancillary equipment

17 methods of calculating weight, quantity, length and area associated with the method/procedure to operate plant attachments

### **Security procedures**

18 site, workplace, company and operative

### **Skills**

19 own occupation and occupations related to the work

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**Developed by** ConstructionSkills

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**Version number** 2

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**Date approved** ???

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**Indicative review date** ???

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**Validity** Current

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**Status** Original

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**Originating organisation** ConstructionSkills

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**Original URN** VR399

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**Relevant occupations** Mobile Machine Drivers and Operatives

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**Suite** Plant Operations (Construction)

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**Key words** Plant-equipment