

# COSVR536 - SQA Unit Code H0X3 04

## Prepare incident support unit vehicles and drive safely



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### Overview

This standard is about

- 1 interpreting information
- 2 adopting safe and healthy working practices
- 3 selecting materials, components and equipment
- 4 preparing and driving incident support unit (ISU) vehicles

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### Performance criteria

- You must be able to:*
- P1 comply with the relevant legal and medical requirements to drive the ISU vehicle
  - P2 carry out pre-use inspections of your vehicle in accordance with organisational requirements
  - P3 ensure all necessary operational equipment is present and suitable for its purpose
  - P4 drive the vehicle in accordance with good practice, legislation, Codes of Practice and organisational procedures
  - P5 carry out a vehicle check in accordance with organisational procedures and policies and report any defects if appropriate
  - P6 maintain records in accordance with legislation and organisational procedures

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### Knowledge and understanding

*You need to know and understand:*

#### Performance Criteria 1

##### Driving requirements

- K1 the legal requirements for driving the various types of incident support vehicles
- K2 the road licencing requirements and the process of renewal
- K3 what the **fitness requirements** are for operatives undertaking incident support

#### Performance Criteria 2

##### Vehicle inspection

*You need to know and understand:*

- K4 what items are subjected to **inspection** and what defects might be encountered
- K5 the relevant **legislation and organisational requirements** for preparing and/or driving the ISU vehicle
- K6 the various types of vehicle and when they are deployed
- K7 the types of **fire extinguishers** and when they are used in accordance with organisational procedures
- K8 the level of understanding operatives must have of **recording systems** and current **legislation and organisational requirements**
- K9 the organisational procedures to resolve and report **problems** with the vehicle and what action should be taken
- K10 how **emergencies** should be responded to and who should respond

#### Performance Criteria 3

##### Suitability of equipment

*You need to know and understand:*

- K11 the characteristics, quality, uses, limitations and defects associated with the **equipment**
- K12 how **maintenance** of tools and equipment is carried out
- K13 how the **equipment** should be used and what action should be taken to deal with any **problems** with the **equipment**
- K14 why and when **personal protective equipment (PPE)** should be used
- K15 the **hazards** associated with the **equipment**

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*You need to know and understand:*

### **Performance Criteria 4**

#### **Drive the ISU vehicle**

- K16 the type of road likely to be encountered and how driving is affected by **prevailing conditions**
- K17 the driving characteristics of the various vehicles and towed attachments
- K18 the health and safety issues and how fitness to drive can be compromised
- K19 what factors might affect your judgement, performance and decision-making whilst driving
- K20 what **prevailing conditions** are likely to be encountered and what considerations are required
- K21 how to determine and initiate proportionate, justifiable, appropriate and continued responses to the emergency situation
- K22 why it is necessary to determine the need for visual warning devices and how they might impact on others

*You need to know and understand:*

### **Performance Criteria 5**

#### **Identify and report vehicle defects**

- K23 the routine **maintenance** procedures for the ISU vehicle
- K24 what the types of inspection routines are
- K25 how to deal with defects and damages

*You need to know and understand:*

### **Performance Criteria 6**

#### **Maintain records**

- K26 how and when to complete **recording systems** in accordance with organisational procedures

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### Additional Information

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#### Scope/range related to performance criteria

#### Performance Criteria 1

- 1 provide documentation that confirms your eligibility to drive the ISU vehicle
- 2 confirm that the vehicle's documentation meets current legislation

#### Performance Criteria 2

- 3 take control of the ISU vehicle and identify relevant road legislative requirements
- 4 inspect vehicle for safety, functionality and cleanliness and rectify any faults within the limits of your training and authority
- 5 complete vehicle check list and defects report
- 6 report any faults or problems with the vehicle in accordance with organisational procedures

#### Performance Criteria 3

- 7 identify personal protective equipment (PPE), safety equipment and operational tools and equipment
- 8 complete inventory/check sheets and replenish depleted items

#### Performance Criteria 4

- 9 drive in compliance with mandatory requirements
- 10 drive within the limits of the ISU vehicle taking into account prevailing conditions
- 11 drive safely and responsibly within the limits of your own physical and mental well being
- 12 conduct compliant vehicle manoeuvres, responding safely and correctly

#### Performance Criteria 5

- 13 maintain operational status of vehicle
- 14 report any defects and damage, as applicable, in accordance with organisational procedures

#### Performance Criteria 6

- 15 maintain vehicle/driver records as required
- 16 complete organisational documentation

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### Scope/range related to knowledge and understanding

#### Emergencies

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

#### Equipment

- 2 cones
- 3 signs
- 4 lighting/lamps
- 5 disc cutter
- 6 whacker plate

#### Fire extinguishers

- 7 water, CO<sub>2</sub>, foam, powder and their uses

#### Fitness requirements

- 8 full use of neck, trunk, arms and legs
- 9 at least 6/12 vision when wearing glasses or contact lenses
- 10 good hearing
- 11 suitable for work and, by means of checks, safety is not compromised by suffering from specific ailments such as vertigo and balance disorders, psychotic illness, diabetes, sleeping disorders, cardiovascular and gastrointestinal conditions

#### Hazards

- 12 those identified by dynamic risk assessment, method statements, statutory requirements and official guidance

#### Inspection(s)

- 13 pre-use
- 14 post use
- 15 routine

#### Legislation and organisational requirements

- 16 current legislation, policies, procedures, Codes of Practice and guidelines on preparing and driving vehicles
- 17 current, relevant legislation and organisational requirements on health and safety
- 18 the Highway Code and organisational procedures and policies

#### Maintenance

- 19 operative care of hand tools and/or portable power tools, vehicles and ancillary equipment

#### Personal protective equipment (PPE)

- 20 occupational use, types and purpose of each type and work situations

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### **Prevailing conditions**

- 21 type of road
- 22 time (day or night)
- 23 traffic volumes
- 24 road surface
- 25 visibility
- 26 weather conditions

### **Problems**

- 27 those arising from information, resources and methods of work
  - 27.1 own authority to rectify
  - 27.2 organisational reporting procedures

### **Recording systems**

- 28 daily log book
- 29 vehicle defects sheet
- 30 equipment check list
- 31 patrol sheets (safety inspection reports)
- 32 vehicle/driver sheets

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### **Prepare incident support unit vehicles and drive safely**

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