

Revise planned waste transport operations

WO21 – SQA Unit Code H2JD 04

Area of Competence

This national occupational standard defines the competences required respond to changes to the planned transport route due to unforeseen circumstances such as road closures or accidents. It involves altering the route, and schedule, and the need to ensure that the safe and legal transportation of waste on the highway is maintained. It involves analysing data to help in the planning process. There is a requirement to put in place arrangements for dealing with problems and emergencies to minimise disruption to operations

Skills and competences which demonstrate effective performance

You show you are competent to:

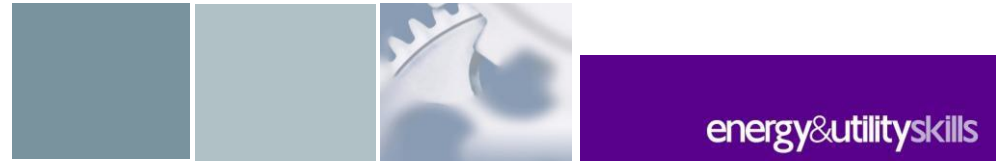
- Revise the planned transportation of waste loads
- Use and communicate data and information for maintaining the waste transport operation
- Resolve problems which affect the transportation of waste

Revise the planned transportation of waste loads

1. Amend the routing and scheduling information needed for transporting the loads
2. Arrange for alternative uplifts where necessary
3. Determine the availability of drivers, and the suitability of vehicles & equipment required to transport the load safely and efficiently
4. Provide updates to authorised personnel with regards to the routes and operating schedules you have revised.
5. Check that the revised transport operation complies with all regulations and guidelines

Use and communicate data and information for maintaining the waste transport operation

6. Prepare and issue all documentation required to accompany the load and make it ready for issue to the driver
7. Record details of agreements made for waste uplifts in accordance with operational procedures and organisational requirements
8. Check that records about the driver, vehicle, and equipment allocated for each uplift are completed and processed and stored in accordance with organisational procedures
9. Record any incidents, accidents, or events that arise during, or access restrictions that prevent the planned transport operation *
10. Check that uplift and transport documents required for legal compliance and quality assurance purposes are stored securely



11. Record useful information about uplift sites and any restrictions affecting vehicle access for use in planning future uplifts
12. Arrange for drivers to notify you by telephone of any circumstances that interfere with their ability to meet the schedule for any uplift*

Resolve problems which affect the transportation of waste*

13. Notify uplift site personnel if the planned uplift cannot take place on schedule
14. Reschedule any delayed uplift and subsequent uplifts affected by a delay
15. Advise drivers about adverse traffic or access problems notified to you before they leave or by telephone when they are in transit
16. Arrange for assistance to be sent out to any vehicle that is disabled whilst carrying out the scheduled operation

Behaviour which underpins effective performance

You work in a manner which:

Recognises and acts when others need support
Takes responsibility for resolving problems in your work area

Knowledge and understanding

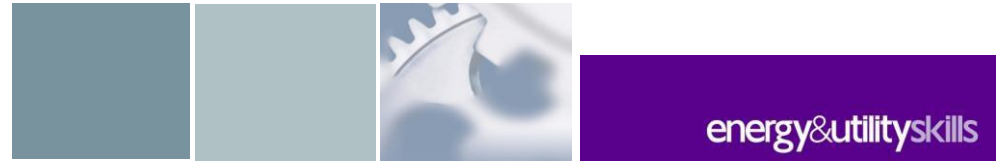
You know and understand the following:

General

- a. The different types of waste
- b. The potential hazards of waste
- c. How to identify work-related hazards and difficulties
- d. Details of work schedules and working procedures
- e. How to deal with disagreements with colleagues
- f. How to use personal protective equipment (PPE) in line with operational procedures
- g. Organisational policies and why it is important to comply with them
- h. What information you are allowed to pass on to other people

Transportation of waste loads

- i. The legal regulations, organisational procedures and codes of practice for the transport of waste.& the operation of vehicles on the public highway
- j. The characteristics of loads to be transported
- k. The records and data that need to be kept to comply with organisational requirements
- l. The principles of effective time and resource management for routing and scheduling waste transport operations
- m. How to recognise the interrelationship of staff availability, drivers' hours, weather, traffic regulations, vehicle availability & suitability, traffic flows, and site access conditions when revising transport schedules



- n. How to contact customers and arrange for rescheduled uplifts
- o. How to access information to meet the responsibilities of your job
- p. How to transmit operational information to drivers, colleagues and customers