

Maintain the condition of waste process equipment

WO26 – SQA Unit Code H2KB 04

Area of competence

This national occupational standard defines the competences required to ensure waste process equipment remains safe and operational. It involves understanding the performance requirements of the equipment and how to make adjustments which are necessary. It requires safe and hygienic working, and ensuring safe working conditions are maintained within and around the work area. It involves recording onto the required documentation the work carried out so it can be stored and the information used subsequently.

Skills and competencies which demonstrate effective performance

You show you are competent to:

- Confirm waste processing equipment conforms to operational requirements
- Clean, maintain and adjust waste process equipment to specification
- Use and communicate data and information
- Resolve problems which arise from maintaining waste processing equipment

Confirm waste processing equipment conforms to operational procedures

1. Check the operation of the processing equipment during both operational and non-operational conditions
2. Check all elements of the risk assessment for carrying out examinations on the equipment are observed, and follow all safe working systems
3. Follow all organisational procedures where lone working is required

Clean, maintain, and adjust waste process equipment to specification

4. Carry out cleaning and maintenance during both operational and non-operational conditions in accordance with operational procedures
5. Check that the work area is safe for the cleaning and maintenance work to be carried out
6. Select and use the designated personal protective equipment (PPE) in line with operational requirements
7. Follow operational maintenance procedures for cleaning, lubricating, adjusting, dismantling and reassembling the equipment
8. Select, use and dispose of materials, residues maintenance substances, tools and equipment specified in the maintenance procedures



Use and communicate data and information

9. Use and erect warning signs to indicate potential hazards around the work area
10. Comply with Permit to Work documentation to meet operational requirements before the work is started
11. Complete performance documentation legibly and accurately and store the documents according to organisational requirements
12. Notify the designated person when process performance fails to meet organisational requirements
13. Report - to the designated person - defective equipment that cannot be rectified within the responsibilities of the job role
14. Comply with operational procedures and guidelines whilst undertaking maintenance work

Resolve problems which arise from maintaining waste processing equipment

15. Remove defective equipment from service and initiate repair procedures
16. Label and store defective equipment in a manner which prevents its use by others
17. Bring to the attention of the designated person hazards that arise in the working area
18. Arrange for replacement equipment to be available when essential equipment is removed from service for major repair or replacement

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 classifications and types of waste
- b. The potential hazards associated with different wastes
- c. How to identify work-related hazards and risks
- d. Details of operational procedures and documentation
- e. How to deal constructively with colleagues and other people and resolve disagreements
- f. How to use personal protective equipment (PPE) in line with operational procedures
- g. Operational procedures and why it is important to comply with them
- h. The limits of the job responsibility when communicating with others



Cleaning and maintenance of waste treatment equipment

- i. The permit conditions for the site to operate and maintain the equipment
- j. How to initiate and use organisational authorisation procedures
- k. The isolation procedures for treatment equipment.
- l. The access requirements and safety interlocks to maintain equipment
- m. The items needing dismantling prior to cleaning and maintenance, and reassembly
- n. The adjustment parameters and how to make operator adjustments
- o. The different types of identifications to use for plant and equipment which is unsuitable to use
- p. How to immobilise unserviceable equipment
- q. The cleaning materials, maintenance tools and equipment required for different jobs
- r. How to clean and maintain tools and equipment used to carry out maintenance
- s. Environmentally safe disposal of cleaning fluids, residues and other materials
- t. Emergency procedures related to cleaning and maintenance operations
- u. How to access risk assessments for inspecting, and maintaining the equipment
- v. The items that require dismantling prior to cleaning and maintenance, and how to reassemble them
- w. How to report defective equipment
- x. How to communicate instructions and information to other people
- y. The organizational requirements for records about performance, adjustments, maintenance and repair, and parts and materials used