

NOS PSSSPO102 Control and monitor loading and storage operations

Unit PSSSPO102.1 1.Control and monitor loading and discharge operations within a port (SQA Unit Code-H79M 04)

Performance Criteria

You must be able to

Control and monitor loading and discharge operations within a port

1. identify and plan for the resources required for loading and discharge operations, taking into account the nature of the load, the vessel and associated working areas, the resources available and safe working practices
2. allocate work to individuals and/or teams fairly and in line with own plan, taking into account skills, knowledge, experience, capability and workloads
3. brief individuals and/or teams fully and clearly regarding their responsibilities, ensuring that they understand relevant safe systems of work and procedures
4. monitor and record the progress of operations, identifying and addressing deviances from the plan and/or causes for delay
5. take relevant actions to ensure that health, safety, security and environmental requirements are met
6. monitor the activities of individuals and/or teams against the standards of performance expected, and provide constructive feedback
7. recognise the successful completion of key activities and operations by individuals and/or teams
8. liaise with responsible person from ship's crew to ensure the team's actions maintain the stability of the vessel throughout the operation
9. complete all required documentation, issuing this to the relevant person(s) promptly
10. identify and report any delays and their causes to the relevant person
11. ensure that defects to plant and equipment are addressed and reported
12. prioritise work to make the best use of time and resources
13. communicate clearly, precisely and unambiguously
14. encourage questions and check understanding
15. make information available to those who need it
16. recognise changes in circumstances and adjust plans and activities accordingly
17. seek opportunities to safely improve working procedures and practices
18. take personal responsibility for making things happen

Knowledge and understanding

You need to know and understand

1. the legal responsibilities for maintaining own and others' health and safety in your workplace
2. the requirements placed upon the individual and the organisation by current legislation
3. current industry guidance
4. organisation policies, procedures and working practices
5. the principle types of hazard and risk likely to be encountered
6. the appropriate precautions for minimising risks
7. how to correctly wear, use and maintain personal protective equipment

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8. how to locate, correctly use and maintain the principle types of safety and incident response equipment
9. accident and emergency procedures
10. own role, responsibilities and limits of authority
11. the roles, responsibilities and limits of authority of others
12. location of and how to operate alarm systems
13. procedures for contacting the emergency services
14. location of the approved escape routes and assembly points
15. the responsibilities for reporting accidents and emergencies
16. the organisation's reporting structures
17. the principal safe loading methods, and restrictions
18. typical loading problems including those relating to stability
19. the influence of weather and tidal conditions in loading operations
20. the principal vessel types, terminology and characteristics
21. how to identify and clarify customer and/or colleagues requirements
22. the operating capabilities and limitations of plant and equipment used within the organisation and the associated checking and monitoring requirements
23. the organisation's environmental protection requirements including spillage and damage containment methods
24. the organisation's quality audit systems
25. the organisation's sanitisation methods and procedures
26. typical cargo problems, including those relating to stability, relevant to own area of operations
27. the principal vehicle loading methods and restrictions, including: axle weight, gross weight, tare weight, net weight
28. the measurement systems typically used in own organisation, including: metric, imperial, volume, capacity, weight, TEU (twenty-foot equivalent units)
29. the methods of tallying/stock control used
30. the impact of not using the correct procedures for the effective running of the operation

Additional Information

This standard is applicable to the control and monitoring of loading and discharge operations and links to the control of load storage operations within a port

The performance criteria, knowledge and understanding requirements are related to the individual's own organisation, job role and area of operations. This includes but is not limited to the individual's immediate place of work. It extends to areas, operations and persons that may be impacted upon by the individual's activity in the workplace.

The performance criteria, knowledge and understanding requirements are specific to the: regulations, industry and other guidance recognised by the individual's employer, employing organisation's objectives, policies, procedures, and working practices; that relate to the elements covered in this standard.

The performance criteria, knowledge and understanding requirements are specific to the individual's own level of authority and responsibility.

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Ports and the activities which take place there vary. Employers and any other duty holders must comply with the legal duties imposed on them by health and safety legislation, including the Health and Safety at Work Act 1974. This will also involve careful and continuing risk assessments to enable duty holders to plan, implement, manage and review policies and procedures which address the risks associated with the conduct of their business. The statutory duty of the employee to take reasonable care for the health and safety of themselves and other persons who may be affected by their acts or omissions at work and to cooperate with the employer with regard to the employer's health and safety duties, are an essential part of this standard