

NOS PSSSPO105 Plan lifting operations in ports

Unit PSSSPO105.1 Plan and implement a lifting plan (SQA Unit Code- H7A8 04)

Performance Criteria

You must be able to

Plan and implement a lifting plan

1. identify the load to be lifted, and the particular features that planning needs to address
2. identify all relevant information, including the nature of the load, whether it is hazardous, its quantity, quality, dimensions and the way it is to be transported as well as any restrictions from labelling and other information provided regarding the load
3. identify any gaps in the information required and address these, seeking advice and information from the relevant person(s)
4. plan lifts, taking into consideration the nature of the load, safe working practice, the lifting gear required, the destination of the load and timescale
5. ensure the method, materials and equipment selected for the lift are suitable for the nature of the load, the planned work areas, and the lifting operation
6. anticipate where specialised services may be needed, or where circumstances may require contingencies to be planned, making the appropriate and reasoned recommendations for action to the relevant person
7. make contact and work with relevant statutory bodies and other personnel, where required
8. identify providers of specialist services, where necessary, and confirm that they can meet operational requirements
9. confirm that all lifting equipment, materials and lifting points are safe and working properly before beginning the lift
10. confirm that the load to be lifted is secure and will not shift during the lift
11. report any difficulties, including defective materials and equipment, in line with organisational procedures
12. communicate clearly, precisely and unambiguously, checking understanding and make information available to those who need it
13. ensure all relevant communications systems are confirmed as working properly
14. ensure any obstructions on the route of the lift are cleared in advance of lifting operations
15. ensure lifts are undertaken correctly and safely
16. prioritise work to make the best use of time and resources
17. recognise changes in circumstances promptly and adjust plans and activities accordingly
18. seek opportunities to safely improve working procedures and practices
19. 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

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2. the requirements placed upon the individual and the organisation by current legislation, directions and bye-laws related to lifting and storage operations in ports
3. current industry guidance, relating to lifting operations in ports
4. own organisation's policies, procedures and working practices that relate to lifting and storage operations in ports including those relating to loading/unloading of: dangerous goods, vessels, vehicles and rail
5. the principle types of hazard and risk associated with lifting and storage operations in ports
6. the precautions appropriate for minimising the risks associated with lifting and storage operations in ports
7. how to correctly wear, use and maintain personal protective equipment, relevant to lifting and storage operations in ports
8. how to locate, correctly use and maintain the principle types of safety and incident response equipment relevant lifting and storage operations in ports
9. the accident and emergency procedures of the organisation and individual roles and responsibilities, relevant to own area of operations, relating to lifting operations in ports
10. location of and how to operate alarm systems
11. procedures for contacting the emergency services
12. location of the approved escape routes and assembly points
13. own responsibilities for reporting accidents and emergencies
14. the limits of own responsibilities when planning and managing lifting operations
15. roles and responsibilities of others in own area of operations, relating to lifting operations in ports
16. the operating procedures, capabilities and limitations, of the principal types of lifting plant found in ports, procedures for checking lubricants and other fluids, and the importance of reporting any faults and defects
17. the principal characteristics of the main types of loads, including their nature and weight, and whether they are hazardous or non-hazardous
18. the factors that can affect the stability and security of loads when being transferred, and how these can be affected by environmental conditions
19. the capabilities, including capacity and strength of the principal types of slinging and lashing materials and the implications of using defective or faulty materials
20. methods of safe slinging and unslinging loads, including angles of operations and what constitutes a safe working load
21. signalling procedures and techniques, including the interpretation of hand signals in slinging operations
22. how to interpret coding systems, relating to lifting equipment
23. how to interpret the information found on load labels and documentation
24. the typical cargo problems including those relating to stability
25. the different classifications of dangerous goods
26. the measurement systems typically used in own organisation, including: metric, imperial, volume, capacity, weight, TEU (twenty-foot equivalent units)
27. the roles and responsibilities of the relevant statutory authorities
28. the organisation's working methods and systems for receiving, handling and despatching cargo

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29. the sources of information and assistance on lifting operations and how to interpret and evaluate the information
30. how to identify and clarify customer requirements
31. the principal vessel types, terminology and characteristics

Additional Information

This standard is applicable to planning and implementing a lifting plan and links to planning vessel loading and discharge and planning load storage within a port environment.

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.

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.