

## SFLWS24 - HP99 04

# SfL24 Use equipment to move goods in logistics operations



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### Overview

#### **What this standard is about**

This standard is about the safe use of equipment to move goods. It deals with the selection of the correct equipment, checking that the working area is safe for the use of the equipment and with the process of lifting, transferring and setting down goods.

#### **Who this standard is for**

This standard is relevant to all operatives at every level in logistics operations. Operatives could, for example, be working in warehousing and storage, transport, or freight forwarding

#### Performance criteria

- You must be able to:*
- P1 identify the goods to be moved from work instructions and confirm that they are suitable for lifting
  - P2 check that the area of work is safe and is secure for the movement and transfer of goods
  - P3 identify any **hazards** and potential difficulties in carrying out the operation, and resolve them with the appropriate people
  - P4 check that the moving **equipment** to be used has been prepared correctly and is operational
  - P5 confirm the location for the positioning and setting down of the goods in accordance with work instructions
  - P6 lift and transfer the goods to their designated location securely and without loss or damage
  - P7 set down the goods in a suitable position at the designated location ready for further activities
  - P8 undertake operations in a safe and controlled manner with due regard to the surrounding environment
  - P9 identify any problems with the goods at any stage, and take the appropriate action to deal with them
  - P10 record work according to organisational procedures
  - P11 comply with the organisation's procedures and all relevant **legal, safety and operating requirements** relating to the use of equipment to move goods

#### Knowledge and understanding

*You need to know and understand:*

- K1 characteristics of different types of goods to be moved, and how they need to be moved
- K2 types of workplace hazards that may be encountered, and how to deal with them
- K3 type of **equipment** used in moving and transferring goods
- K4 methods for lifting, moving, and setting down particular goods in relation to the type of **equipment** used and the characteristics of the load
- K5 importance of positioning goods in a suitable way for future use
- K6 procedures for dealing with loss or damage to goods
- K7 role and responsibilities of different **colleagues**
- K8 the relevant **legal, safety and operating** requirements relating to the use of equipment to move goods

### Additional Information

#### Glossary

1. **Colleagues:** permanent, temporary, agency staff
2. **legal, safety and operating requirements** safety regulations, codes of practice, load restrictions, working time directive, transport regulations
3. **Equipment:** tools, implements, machinery, lifts, conveyors, cranes, mechanical/manual, PPE
4. **Hazards:** size, weight, description, damage

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### SfL24 Use equipment to move goods in logistics operations

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**Developed by** Skills for Logistics

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**Relevant occupations** Environmental conservation; Transportation operations and maintenance; Retailing and wholesaling; Warehouse and distribution; Managers in Distribution, Storage and Retail; General; Skilled Trades Occupations; Plant and Machine Operatives; Transport Drivers and Operatives; Elementary Goods Storage Occupations; Transport Associate Professionals

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**Suite** Warehousing and Storage

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**Key words** Equipment, Move, Moving, Lifting, Lift, Transfer