



## Regulated Qualifications Unit and Assessment Specification

<b>Unit title</b>	Control Load Storage Operations within a Port Environment
<b>Ofqual unit code</b>	J/507/1722
<b>SQA unit code</b>	H9GF 57
<b>SSC ref</b>	PSSSPO102.2

## History of changes

**Publication date:** July 2015

**Version:** 02 (December 2017)

<b>Version number</b>	<b>Date</b>	<b>Description</b>	<b>Authorised by</b>
02	December 2017	Unit specification updated to reflect current Ofqual terminology.	Qualifications Officer

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## Regulated qualifications unit specification

<b>Title</b>	Control Load Storage Operations within a Port Environment	
<b>Level</b>	3	
<b>Credit value</b>	8	
<b>Learning outcomes</b>	<b>Assessment criteria</b>	
<b>The learner will:</b>	<b>The learner can:</b>	
1 Understand the relevant legislation, guidance and organisational requirements for controlling storage operations.	1.1	Summarise the legal responsibilities for maintaining own and others' health and safety in the workplace.
	1.2	Explain the requirements placed upon individuals and their organisation by current legislation, relevant to controlling storage operations.
	1.3	Identify the current industry guidance and organisational policies, procedures and working practices relevant to controlling storage operations.
	1.4	Explain own organisation's policies, procedures and responsibilities for dealing with emergency incidents, security issues and environmental protection.
	1.5	Summarise the organisation's quality audit systems relevant to own area of operations.
	1.6	Explain the communication methods, reporting systems and documentation relevant to own area of operations.
	1.7	Outline the organisation's reporting structures and responsibilities, and limits of authority relevant to own area of operations.

<b>Learning outcomes</b>	<b>Assessment criteria</b>
<b>The learner will:</b>	<b>The learner can:</b>
<p>2 Understand the load storage operations within a port.</p>	<p>2.1 Describe the legal requirements for storage of specific goods and materials in own area of operations.</p> <p>2.2 Explain the principles of warehousing and storage relevant to own area of operations.</p> <p>2.3 Outline own organisation's working methods and systems for receiving, handling and dispatching loads.</p> <p>2.4 Describe the vehicle loading methods and restrictions within own area of operations.</p> <p>2.5 Explain the methods of stock rotation and movement of goods in own area of operation.</p> <p>2.6 Identify storage areas and any special requirements relevant to the type of goods to be received, stored or despatched.</p> <p>2.7 Outline the problems that may occur when managing warehouse and storage operations and the correct actions to be taken.</p>
<p>3 Demonstrate controlling load storage operations.</p>	<p>3.1 Plan the resources required for controlling storage operations.</p> <p>3.2 Brief individuals or teams on their responsibilities, checking that they understand relevant safety systems and procedures for storage operations.</p> <p>3.3 Manage the procedures for the maintenance of storage, containers, plant and equipment within own area of operations.</p> <p>3.4 Provide support to individuals or teams in dealing with problems and unforeseen events.</p>

<b>Learning outcomes</b> <b>The learner will:</b>	<b>Assessment criteria</b> <b>The learner can:</b>
	<p>3.5 Confirm that stock control measures are followed correctly.</p> <p>3.6 Confirm that loads are secure during handling and storage.</p> <p>3.7 Respond to amendments in storage instructions amending the storage plan accordingly.</p> <p>3.8 Identify and address any difficulties in storage operations, reporting these, where required, to the relevant person.</p> <p>3.9 Complete and maintain all required documentation in line with organisational procedures, issuing this to the relevant individuals.</p> <p>3.10 Confirm plant and equipment is cleaned, maintained and stored, or reallocated correctly upon completion of the operation.</p> <p>3.11 Review the procedures for the running of storage areas to identify opportunities for improvements.</p>

<b>Additional information about the unit</b>
<b>Unit purpose and aim(s)</b>
<p>This unit provides the skills and knowledge required to control load storage operations. It includes the allocation of planned resources for storage operations and the actual storage and monitoring of the operation itself. It also includes knowing how to deal with contingencies, storage problems, accidents and emergencies.</p> <p>The assessment route is recommended for supervisors and other first line managers.</p>
<b>Unit start date</b>
1 July 2015
<b>Details of the relationship between the unit and relevant national occupational standards (if appropriate)</b>
This unit is based on NOS unit PSSSPO 102 Control and monitor storage and loading operations developed by Port Skills and Safety.
<b>Details of the relationship between the unit and other standards or curricula (if appropriate)</b>
Not applicable
<b>Assessment requirements specified by a sector or regulatory body (if appropriate)</b>
Unit to be assessed in accordance with the Port Skills Safety (PPS) Assessment Strategy 'Port Operations and Supervision of Port and Maritime Operations'.
<b>Endorsement of the unit by a sector or other appropriate body (if required)</b>
Not applicable
<b>Location of the unit within the subject/sector classification system</b>
4.3 Transportation Operations and Maintenance
<b>Name of the organisation submitting the unit</b>
Port Skills and Safety
<b>Guided learning hours</b>
50

## Regulated qualifications assessment specification

### Assessment (evidence) requirements

Assessment should be in the workplace as much as possible.

Your responsibilities will require you to comply with organisational policy and procedures and to report any problems with the activities that you cannot personally resolve, or are outside your permitted authority, to the relevant people.

You will be expected to work with supervision and/or as a member of a team. You will take personal responsibility for your own actions and for the quality and accuracy of the work that you carry out. Where team working is involved, you must demonstrate a significant personal contribution during the team activities in order to satisfy the requirements of the standard and competence in all the areas required by the standard which must be demonstrated.

Your underpinning knowledge will be sufficient to provide a sound basis for your work and will provide an informed approach to applying the appropriate operational techniques and procedures. You will have an understanding of the basic knowledge behind the equipment being used and its application and in adequate depth to provide a sound basis for carrying out the activities to the required specification.

You will understand the safety precautions required when carrying out the activities. You will be required to demonstrate safe working practices throughout and will understand your responsibility for taking the necessary safeguards to protect yourself and others in the workplace.

The following evidence is required to demonstrate that learners have the appropriate level of knowledge to undertake Manage Port Users in an Emergency. All learning outcomes and assessment criteria must be achieved.

Written and/or recorded oral evidence produced either on or off-the-job is required for the following:

Learning Outcomes 1 and 2

Performance evidence in the workplace or in an appropriate simulated environment is required for the following:

Learning Outcome 3

This could be achieved through the observation of learners undertaking practical exercises.

### Guidance on assessment

Performance evidence can be generated using practical exercises in a simulated environment.

Short answer written questions and/or oral interview could be used for the other learning outcomes and assessment criteria.