



## Unit XXXX 04 (225)

## Planning the Route and Timings for the Delivery and Collection of Loads

### Unit Summary

This Unit is about planning the route and timings for the delivery and collection of loads.

In order to be assessed as competent you must demonstrate to your assessor that you can consistently perform to the requirements set out below. Your performance evidence must include at least one observation by your assessor.

*Achievement of this Unit will provide you with opportunities to develop the following SQA Core Skills:*

#### Communication Access 3

- ◆ Read and understand simple written communication.

#### Communication Intermediate 1

- ◆ Read, understand and evaluate straightforward written communication.

#### Numeracy Intermediate 1

- ◆ Apply a range of straightforward numerical skills in everyday contexts.

#### Problem Solving Access 3

- ◆ Analyse a simple situation or issue.
- ◆ Plan, organise and complete simple task.
- ◆ Review and evaluate a simple problem solving activity.

***I have completed the requirements of this Unit.***

**Candidate name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Candidate signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***I can confirm the candidate has completed all requirements of this Unit.***

**Assessor signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**IV signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Assessment centre:** \_\_\_\_\_

You must be able to	Evidence Requirements	Evidence/ Activity Ref No.
<p>1 Identify a route to the destination</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Review all relevant information on the destination.</li> <li>(b) Identify any effect the consignment might have on the selection of the route.</li> <li>(c) Get relevant maps and information needed to reach the destination.</li> <li>(d) Identify the main and minor roads for reaching the destination.</li> <li>(e) Identify any potential problems with using the roads.</li> <li>(f) Identify alternative routes where necessary.</li> <li>(g) Comply with all relevant legal, safety and operating requirements.</li> </ul>	<p>Evidence of identifying a route to the destination in accordance with workplace procedures.</p>	
<p>2 Estimate driving distances and times for the route</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Review all relevant information on the route and the schedule.</li> <li>(b) Get all relevant information needed to estimate the driving distance.</li> <li>(c) Identify the potential average speed for the different roads on the route.</li> <li>(d) Estimate the driving distances and time required to achieve the route and schedule.</li> <li>(e) Comply with all relevant legal, safety and operating requirements.</li> </ul>	<p>Evidence of estimate driving distances and times for the route in accordance with workplace procedures.</p>	

		<b>Evidence Requirements (cont)</b>	
3	<p>Plan driving stages</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Review all relevant information on driving distances and times.</li> <li>(b) Identify any load requirements that have an impact on the driving stages.</li> <li>(c) Determine the most effective way to use the available driving time.</li> <li>(d) Identify appropriate stops that have the facilities required for self, vehicle and load.</li> <li>(e) Inform the relevant people of the driving stages.</li> <li>(f) Comply with all relevant legal, safety and operating requirements.</li> </ul>	<p>Evidence of planning driving stages in accordance with workplace procedures.</p>	

Evidence of Performance

Evidence of performance may employ examples of the following assessment:

- ◆ observation
- ◆ written and oral questioning
- ◆ evidence from company systems (eg Food Safety Management System)
- ◆ reviewing the outcomes of work
- ◆ checking any records of documents completed
- ◆ checking accounts of work that the candidate or others have written

<b>Candidate name:</b>		<b>Assessor initials/date</b>
<b>No</b>	<b>Activity</b>	
1		
2		
3		

<b>You need to know and understand</b>		<b>Evidence</b>
Evidence of knowledge and understanding should be collected during observation of performance in the workplace. Where it cannot be collected by observing performance, other assessment methods should be used.		
<b>Identify a route to the destination</b>		
K1	How to get relevant maps and information.	
K2	What type of effect might a consignment have on the selection of a route.	
K3	What is the vehicle height and weight.	
K4	How to identify low bridges and other restrictions.	
K5	How to work out routes.	
K6	Relevant legal, safety and operating requirements.	
<b>Estimate driving distances and times for the route</b>		
K7	How to get relevant information on the route.	
K8	How to estimate driving distances.	
K9	How to estimate driving times.	
K10	Relevant legal, safety and operating requirements for the vehicle and consignment.	
<b>Plan driving stages</b>		
K11	How to get relevant information on driving distances and times.	
K12	What type of load requirements could affect the driving stages.	
K13	When stops might be required.	
K14	What type of facilities are required at stops.	
K15	Relevant legal, safety and operating requirements for the vehicle and consignment.	

Notes/Comments
----------------

Assessor signature: \_\_\_\_\_

Date: \_\_\_\_\_