

## ASTPAR5.2.1

# Map out the lines and signs required to address the parking controls/restrictions



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### Overview

This standard is about mapping out the lines and signs required to address identified parking controls/restrictions. It includes assessing the specific requirements, preparing a detailed description or visual image of the lines and/or signs required, and liaising with other organisations, agencies and authorities as necessary.

The mapping is intended to confirm the precise location and specifications of the lines and signs so that these might subsequently be placed in situ. This standard does not address the physical placing or writing of the lines and signs.

There is one element:

- 1 Map out the lines and signs required to address the parking controls/restrictions

### Target group

This standard is recommended for those whose responsibilities include mapping out the lines and signs required to address the parking controls/restrictions

This standard has been developed by the British Parking Association.

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#### Performance criteria

- You must be able to:*
- P1 receive and review the instructions for required lines and/or signs, and establish whether they relate to existing, revised or new parking controls/restrictions
  - P2 review the instructions and establish the location for, and the nature of, the lines and signs, confirming that the necessary measurements and details provided are correct, and comply with regulatory and organisational guidelines
  - P3 review and confirm that all details necessary to map out the lines and signs are accurate, addressing any gaps in line with your organisation's procedures
  - P4 ensure that the proposed lines and signs comply with regulatory and organisational requirements
  - P5 identify whether there are any lines and signs that are already present in the area that may impact upon those to be mapped out, and if so, determine the impact of these upon the proposals
  - P6 address, where relevant, any conflict between existing and proposed lines and signs, in line with your organisation's procedures
  - P7 prepare a detailed description and/or visual image of the requirement for the lines and signs, using the relevant systems and documentation, in accordance with your organisation's guidelines
  - P8 keep the use of jargon, technical terms and abbreviations to a minimum and ensure that these are explained clearly, where relevant
  - P9 consult with relevant organisations, where required, obtaining from and providing them with all the necessary information regarding the proposed lines and signs
  - P10 work within your own levels of responsibility and authority, and refer to relevant others where appropriate
  - P11 maintain accurate and up to date records in line with your organisation's requirements

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#### Knowledge and understanding

*You need to know and understand:*

#### Legislative, regulatory and organisational requirements

- K1 legal, regulatory and organisational requirements regarding lines and signs required to address the parking controls/restrictions, and their impact for your area of operations
- K2 legislation, policies and procedures relating to data protection, health and safety, diversity and their impact for your area of operations
- K3 the role of your organisation and the parking services which it provides, including mapping out the lines and signs required to address the parking controls/restrictions
- K4 the limits of your authority and responsibility, and the actions to take if these are exceeded

#### Requirements relating to mapping out the lines and signs required to address the parking controls/restrictions

*You need to know and understand:*

- K5 the importance of ensuring that the specifications for proposed lines and signs are correct, and that the description and mapping of these complies with regulations, and how to do this
- K6 the range and type of parking controls/restrictions that may require lines and/or signs
- K7 the types of lines and signs available, and when these can be used
- K8 how to establish whether the lines and/or signs relate to existing, revised or new parking controls/restrictions, and the relevance of this in relation to the mapping out process
- K9 the information that is relevant to determining the lines and signs required for parking controls/restrictions, and how to obtain this
- K10 the different factors to consider when investigating the lines and signs already in place, and methods for doing this
- K11 the information required to map out lines and signs with accuracy, and with enough detail for the those who mark out lines and signs to understand and follow
- K12 your organisation's guidelines for preparing a detailed description and/or visual image of the requirement for the lines and signs, and how to use the relevant associated systems and documentation for providing such descriptions/images
- K13 the organisations with which information might be exchanged, the nature of this information, and the reasons for exchanging it, and how to do this
- K14 the importance of maintaining accurate and up to date records relating to the mapping out of lines and signs required to address the parking controls/restrictions, and your organisation's procedures for doing this

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**Developed by** Asset Skills

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**Originating organisation** British Parking Association.

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**Relevant occupations** Health, Public Services and Care; Public Services; Elementary Occupations; Elementary Security Occupations

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**Suite** Parking Sector

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