

## ASTPAR5.2.3

# Situate equipment and signs within permanent parking provision



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### Overview

This standard is about situating equipment and signs within permanent parking provision. It includes reviewing instructions and requests for the placement of equipment and signs, assessing the location specified, and ensuring that the work to erect the signs and equipment is carried out safely and correctly.

There is one element:

- 1 Situate equipment and signs within permanent parking provision

### Target group

This standard is recommended for those whose responsibilities include the situation of equipment and/or signs within permanent parking provision.

This standard has been developed by the British Parking Association.

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#### Performance criteria

- You must be able to:*
- P1 obtain and review the information necessary to determine the site of equipment and/or signs
  - P2 ensure that all necessary information has been provided, in line with your organisation's procedures
  - P3 identify where additional information is required, and liaise with other organisations where appropriate
  - P4 assess the location for the equipment and signs to determine whether the instructions can be fulfilled, notifying relevant others of any difficulties, in line with your organisation's guidelines
  - P5 identify the tools and equipment necessary to undertake the work effectively
  - P6 carry out the activity necessary to situate the equipment and/or signs, in line with the information received
  - P7 ensure that you are positioned safely, wearing relevant personal protective equipment, and are clearly visible to drivers and pedestrians, when undertaking the activity
  - P8 follow statutory orders to protect yourself and the public, when working at height, and on or near the highway, including within public car parks
  - P9 review the work upon completion, checking the outcome against the information received
  - P10 ensure that the equipment and/or signs are positioned safely and correctly, and take the necessary action to address any which may be potentially unsafe
  - P11 notify relevant others when the work has been completed, reporting the necessary information required, and in accordance with your organisation's procedures
  - P12 be alert to the presence of hazards, and take the action necessary to maintain the safety of yourself and others where such hazards occur
  - P13 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 in relation to situating equipment and/or signs within permanent parking provision, 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 in relation to situating equipment and/or signs within permanent parking provision
- K4 the statutory orders relating to working at height, and on/near highways, and the situations where this applies
- K5 the limits of your authority and responsibility, and the actions to take if these are exceeded

#### Requirements relating to situating equipment and signs within permanent parking provision

*You need to know and understand:*

- K6 the range of equipment and signs used when establishing parking provision
- K7 particular categories of vehicle and/or driver for which signs can be needed and the requirements for positioning these
- K8 the importance of providing clear and visible equipment and/or signs within permanent parking provision
- K9 the information required to take into account when situating equipment and/or signs correctly
- K10 your work schedules and instructions relating to situating parking equipment and/or signs
- K11 ways to maintain your personal safety, and that of others, when situating equipment and/or signs, and methods for doing this
- K12 the range of tools and equipment used for situating equipment and/or signs within parking provisions, and how to use these safely
- K13 your organisation's procedures for checking the work upon completion against the instructions received
- K14 your organisation's procedures for notifying the relevant authority that the work has been completed
- K15 ways to position equipment and/or signs safely and correctly, and methods for doing this, in line with your organisation's procedures
- K16 the importance of being alert to potential hazards that might occur within a permanent parking provision
- K17 your organisation's reporting and recording procedures relating to situating parking equipment and/or signs

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