

# COGSBP24

## Control Efficient Transport Usage within Sustainable Business Practice



### Overview

This standard is about supporting sustainable business practice through the implementation of programmes to improve transport efficiency. It includes being able to establish and maintain working practices that support the efficient use of transport; informing others of their responsibilities; monitoring work practices to identify any potential inefficiencies and effectively dealing with any inefficient activities according to programme requirements. The standard also requires the application of effective communication techniques. An understanding of the requirements of efficient transport and its importance is essential to this standard.

This unit is for you if you have responsibility for supporting the efficient use of transport for a functional area or process within an organisation.

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### Performance criteria

- You must be able to:*
- P1 obtain and interpret organisational transport utilisation **targets**
  - P2 inform **others** accurately of their responsibilities in relation to organisational **targets** that promote transport efficiency
  - P3 ensure working practices comply with organisational **targets**, quality specifications and legal requirements
  - P4 ensure transportation makes efficient use of resources
  - P5 monitor the working practices and evaluate transport usage and efficiency
  - P6 support **others** to avoid waste in association with transport
  - P7 encourage **others** positively to overcome **barriers** and improve working practices and transport efficiency
  - P8 provide training and development opportunities to support and encourage transport efficiency
  - P9 identify opportunities to encourage **others** to adopt more efficient working practices
  - P10 develop and communicate recommendations for efficiency improvements to **others**
  - P11 present clear recommendations that support the further development of efficient transportation, at an appropriate time and with the right level of detail

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### Knowledge and understanding

*You need to know and understand:*

- K1 the role of transport efficiency in achieving sustainability
- K2 how legislation impacts on organisational transport usage
- K3 the impact of transport on energy usage and carbon emissions
- K4 the environmental, economic and social cost of transport miles
- K5 how transport miles are determined
- K6 how organisational transport efficiency can help reduce the organisation's carbon footprint
- K7 the opportunities available to an organisation for reducing transport miles
- K8 the benefits of transport efficiency to the organisation
- K9 organisational targets and standards for reducing transport usage
- K10 sources of advice and guidance regarding transport efficiency
- K11 how to monitor and record transport usage efficiency
- K12 the measures used within the organisation to achieve a reduction in transport usage
- K13 how the effective management and organisation of transport can benefit the organisation
- K14 how others can impact on the transport usage
- K15 the roles/responsibilities for all those involved in improving transport efficiency
- K16 how staff training and development can help improve transport efficiency
- K17 the barriers that can limit the impact of transport initiatives and how these barriers can be overcome
- K18 how failure to meet organisational quality specifications can impact on transport usage
- K19 effective methods of communication for area of responsibility

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### Additional Information

#### Scope/range related to performance criteria

**Barriers** can be economic, practical, the personal beliefs and attitudes of people, social or legal

**Targets** relating to transport usage and efficiency

**Others** can be colleagues, customers and contractors

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## Control Efficient Transport Usage within Sustainable Business Practice

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