

Overview

This standard is for those with responsibility for safely controlling vehicle movements on site and responding to any situations that may disrupt operations. This includes assisting in the positioning of vehicles and ensuring that any relevant documentation is completed in accordance with company procedures.

Performance criteria

- You must be able to:*
1. check that vehicles are suitable for the loading or unloading conditions
 2. direct and assist the vehicle driver to the appropriate loading or unloading area
 3. report problems and conditions outside the responsibility of the job holder to an authorized/designated person
 4. ensure that drivers/crews comply with approved procedures and practices and report issues of non-compliance
 5. ensure that vehicles and crews comply with relevant regulations
 6. keep all necessary records accurate, legible and complete
 7. use methods of communication in accordance with approved procedures and practices

Knowledge and understanding

You need to know and understand:

1. how to recognise vehicle problems within own area of responsibility
2. how to recognise access problems
3. how to communicate effectively with drivers, crews and others
4. signals to driver for assisting positioning
5. how to recognise and respond to incidents interfering with operations
6. the legal requirements are for vehicle loading and unloading operations
7. organisational procedures for operation of vehicles
8. methods for assisting vehicles in reversing and getting into position
9. operating procedures for the location
10. person to whom non-compliance should be reported.

Control vehicle movements on site

Scope/range

Approved procedures and practices
Health, safety and environmental related to the individual and others,
organisational, regulatory, statutory, relevant company policies, risk
assessment

Control vehicle movements on site

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