

Transport physical resources within the work area

Overview

This standard covers the transportation of physical resources within the work area. Physical resources can include products, equipment, materials, liquids etc.

You must be able to load, transport and unload resources safely and correctly while maintaining the load in good condition. Some resources require careful loading and transportation in order to minimise damage.

The standard covers all relevant transportation methods for the resources being moved from manual through to the use of mechanical equipment.

When working with machinery or equipment you should be trained and hold current certification, where required.

It should be noted that this standard only refers to transportation within the work area. It does not cover transportation on public highways. If there is a requirement to travel on public roads you must hold the relevant licences for both yourself and the transport equipment.

This standard is for those who transport physical resources within the work area.

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Performance criteria

You must be able to:

1. assess the risks associated with the activity to be carried out
2. wear suitable clothing and personal protective equipment (PPE)
3. assess the physical resources requiring transportation to determine how they should be lifted and moved
4. select and prepare transportation equipment that is suitable for transporting physical resources within the work area
5. carry out lifting operations safely and in accordance with relevant legislation
6. position resources safely and securely on the transportation equipment
7. operate transportation equipment to transport resources within the work area safely, in accordance with manufacturer's and organisational instructions and safety requirements
8. minimise damage by the careful manoeuvring of the transportation equipment
9. monitor loads during transit and take action for any that become unsafe
10. unload resources and position them safely in the allocated place
11. maintain and store transportation equipment ready for subsequent use
12. maintain communication with colleagues and others involved in, or affected by, your work
13. carry out your work in accordance with relevant environmental and health and safety legislation, risk assessment requirements, codes of practice and organisation policies
14. complete records as required by relevant legislation and the organisation

Knowledge and understanding

You need to know and understand:

1. how to identify hazards and assess risks
2. the type of clothing and personal protective equipment (PPE) suitable for the activity
3. how to select appropriate transportation equipment for different loads
4. the types of tools and equipment required for transporting physical resources within the work area and how to prepare, use, maintain and store these safely and correctly
5. how to assess loads to determine safe methods of lifting and moving
6. safe methods of lifting and carrying resources manually
7. the correct use of lifting equipment and relevant legal restrictions on operations
8. ways of securing resources during transportation in order to maintain safety and minimise damage
9. the physical resources that are easily damaged during transportation and the ways to minimise damage
10. the ways to handle and manoeuvre transportation equipment to minimise damage to physical resources in transit
11. the ways to monitor the condition of physical resources during transportation and the action to take if any become unsafe
12. the methods of protecting resources from contamination during transportation
13. the methods of protecting resources from adverse weather conditions during transportation
14. the loading and unloading requirements for transportation such as positioning, stacking and the weight of loads
15. the importance of maintaining communication with those involved in, or affected by, your work and how this should be done
16. your responsibilities under relevant environmental and health and safety legislation, codes of practice and organisation policies
17. the records that need to be kept and the importance of completing them

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