

Receive, handle and store fencing materials on site

Overview

This standard describes how to receive, handle and store fencing materials on site. This standard covers: • • • • receiving fencing materials safely unloading and handling fencing materials storing fencing materials to ensure access when required storing fencing materials to prevent damage or loss. If you are using lifting equipment you should be trained, and hold current certification where required, in line with relevant legislation. This standard is suitable for fence installers. It can be applied to support any fence installation operation.

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Performance criteria

You must be able to:

1. carry out your work in accordance with relevant environmental and health and safety legislation, risk assessment requirements and company policies and procedures
 2. wear suitable clothing and personal protective equipment (PPE)
 3. obtain the required information to be able to receive and store
fencing materials on site
 4. check the type, quality and quantity of materials received against
information, instructions and specifications and take the
required action to deal with queries and discrepancies
 5. use the relevant equipment and apply safe manual handling
techniques to handle and move fencing materials safely
 6. handle materials safely according to their characteristics,
including hazardous materials
 7. store materials safely and securely in designated areas, in
accordance with instructions and specifications to prevent loss
or damage and provide protection from the environment
 8. carry out your work in a manner that causes minimal impact
to the
surrounding area, other users of the site and anyone else who
may be affected

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Knowledge and understanding

You need to know and understand:

1. the relevant environmental and health and safety requirements associated with handling and storing fencing materials on site
2. the type of clothing and personal protective equipment (PPE) suitable for the task to be carried out
3. where to obtain the instructions and specifications required to carry out the work
4. the types and purposes of different sources of information on the materials received
5. the importance of handling and moving fencing materials safely
6. the precautions to take when handling hazardous materials
7. the storage requirements for different types of materials
8. the purpose and correct use of spacer battens during storage
9. the importance of using stock rotation procedures related to shelf life
10. the effects of environmental damage on materials and the preventative actions to be taken to limit these effects
11. how to deal with identified queries and discrepancies
12. how to minimise the impact of your work on the surrounding area, other users of the site and anyone else who may be affected

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Glossary

Sources of information could include:

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orders

invoices

delivery notes

weight

lifting information

storage information

COSHH data sheets

specifications

Instructions and specifications could include:

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plans/drawings

schedules

method statements

Standard Operating Procedures (SOPs)

manufacturer's guidelines

customer requirements

quality standards e.g. BSI, CE

verbal instructions

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Suite	Fencing
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