

Level 4 Diplomas in Waste Management Operations (0746)

November 2011 Version 1.0

August 2012 Version 2.0



Qualification at a glance

Subject area	Sustainable Waste Management
City & Guilds number	0746
Age group approved	18+
Entry requirements	There are no entry requirements to these qualifications
Assessment	Portfolio
Fast track	Available
Support materials	Centre handbook Candidate logbook
Registration and certification	Consult the Walled Garden/Online Catalogue for last dates

Title and level	City & Guilds number	Accreditation number
Level 4 Diploma in Waste Management Operations: Managing Civic Amenity Site	0746-40	600/3585/7
Level 4 Diploma in Waste Management Operations: Managing Transfer	0746-41	600/2781/2
Level 4 Diploma in Waste Management Operations: Managing Landfill	0746-42	600/2742/3
Level 4 Diploma in Waste Management Operations: Managing Physical & Chemical Treatment	0746-43	600/2741/1
Level 4 Diploma in Waste Management Operations: Managing Biological Treatment	0746-45	600/6405/5
Level 4 Diploma in Waste Management Operations: Managing Thermal Treatment	0746-46	600/6404/3

Version and date	Change detail	Section
2.0 Aug 2012	Added two new programs of study, -45 and -46, added Units 328, 329, 441-445, 447-456 and updated qualification structure.	Structure Units



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Unit 323	Manage the reception of inert waste	44
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Unit 325	Manage the movement, sorting and storage of waste on a single waste stream site	52
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Unit 327	Prepare landfill sites for the acceptance of inert waste	60
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Unit 329	Manage the transfer of outputs and disposal of residues from biological anaerobic digestion treatment operations	68
Unit 403	Control maintenance and other engineering operations	72
Unit 404	Manage and maintain effective systems for responding to emergencies	76
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Unit 410	Manage the reception of waste on a civic amenity site	82
Unit 411	Manage the transfer of recovered waste and related materials from a hazardous waste facility	85
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Unit 413	Manage improvements to waste management operations	93
Unit 414	Manage physical resources	97
Unit 415	Procedural compliance	99
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Unit 419	Manage the reception of non-hazardous waste	114
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Unit 444	Manage the transfer of outputs and disposal of residues from biological in-vessel composting treatment operations	217
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Unit 448	Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations	231
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Unit 450	Manage site operations on a gasification and pyrolysis waste thermal treatment facility	240
Unit 451	Manage site operations on an auto-claving waste thermal treatment facility	245
Unit 452	Manage the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations	250
Unit 453	Manage site operations on a hazardous clinical waste thermal treatment facility	254
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1 Introduction

This document tells you what you need to do to deliver the qualifications:

Area	Description
Who are the qualifications for?	Level 4 Diplomas in Waste Management Operations are suitable for those at supervisory and management level, working in waste management operations facility, and license the learner to manage waste sites nationally. You prove you have the skills and knowledge needed to work safely and effectively in your chosen field.
What do the qualifications cover?	The Diplomas are achievable by various pathways, including managing the treatment transfer and landfill of hazardous and non-hazardous waste, managing incineration, closed landfill and via a civic amenity site route.
Who did we develop the qualification with?	The qualifications were developed with the Sector Skills Council, Energy & Utility Skills, with industry consultation.
What opportunities for progression are there?	They allow candidates to progress into employment or to the following City & Guilds qualifications: ILM Management and Leadership qualifications

Structure

To achieve the **Level 4 Diploma in Waste Management Operations: Managing Civic Amenity Site**, learners must achieve **55** credits from the mandatory units, min **9** credits from the optional group A and min **3** credits from optional group B. In addition learners may take **5** credits from the elective group; however, credits from this group will not count towards the overall qualification.

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Mandatory			
Y/602/1501	316	Control work activities on a waste management facility	9
A/602/1670	321	Manage the movement, sorting and storage of waste	7
Y/601/5875	322	Monitor procedures to safely control work operations	4
M/602/1424	404	Manage and maintain effective systems for responding to emergencies	19

Unit accreditation number	City & Guilds unit	Unit title	Credit value
M/600/9712	409	Manage the environmental impact of work activities	5
Y/502/8342	410	Manage the reception of waste on a civic amenity site	11
Optional		Group A	
R/602/1500	411	Manage the transfer of recovered waste and related materials from a hazardous waste facility	23
K/602/1499	412	Manage the transfer of recovered waste and related materials from a non-hazardous waste facility	9
Optional		Group B	
A/601/7618	320	Organise the transportation of loads	5
D/602/1435	403	Control maintenance and other engineering operations	13
K/602/1504	413	Manage improvements to waste management operations	7
K/600/9711	414	Manage physical resources	3
Elective			
T/600/9601	423	Provide leadership and direction for own area of responsibility	5

To achieve the **Level 4 Diploma in Waste Management Operations: Managing Transfer**, learners must achieve **78** credits from the mandatory units, and the minimum of credits from the chosen pathway group. In addition learners may take **5** credits from the elective group; however, credits from this group will not count towards the overall qualification.

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Mandatory			
Y/602/1501	316	Control work activities on a waste management facility	9
A/601/7618	320	Organise the transportation of loads	5
A/602/1670	321	Manage the movement, sorting and storage of waste	7
Y/601/5875	322	Monitor procedures to safely control work operations	4
D/602/1435	403	Control maintenance and other engineering operations	13

Unit accreditation number	City & Guilds unit	Unit title	Credit value
M/602/1424	404	Manage and maintain effective systems for responding to emergencies	19
M/600/9712	409	Manage the environmental impact of work activities	5
K/602/1504	413	Manage improvements to waste management operations	7
K/600/9711	414	Manage physical resources	3
K/602/1423	415	Procedural compliance	6
Hazardous Waste Pathway		(min 26 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
A/602/1510	440	Manage the transfer of outputs and disposal of residues from hazardous waste transfer and recovery operations	11
Non-Hazardous Waste Pathway		(min 17 credits must be achieved)	
F/602/1508	418	Manage the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery operations	10
R/602/1609	419	Manage the reception of non-hazardous waste	7
Hazardous Waste: Clinical Pathway		(min 25 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
J/602/1509	420	Manage the transfer of outputs and disposal of residues from hazardous clinical waste transfer and recovery operations	10
Non-Hazardous Waste: Clinical Pathway		(min 16 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
A/602/1507	421	Manage the transfer of outputs and disposal of residues from non-hazardous clinical waste transfer and recovery operations	9
Inert Waste Pathway		(min 15 credits must be achieved)	
T/602/1506	422	Manage the transfer of outputs and disposal of residues from waste transfer and recovery operations, inert waste.	9

Unit accreditation number	City & Guilds unit	Unit title	Credit value
T/602/1618	323	Manage the reception of inert waste	6
Elective			
T/600/9601	423	Provide leadership and direction for own area of responsibility	5

To achieve the **Level 4 Diploma in Waste Management Operations: Managing Landfill**, learners must achieve **50** credits from the mandatory units and the minimum of credits from the chosen pathway group.

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Mandatory			
Y/601/5875	322	Monitor procedures to safely control work operations	4
D/602/1435	403	Control maintenance and other engineering operations	13
M/602/1424	404	Manage and maintain effective systems for responding to emergencies	19
M/600/9712	409	Manage the environmental impact of work activities	5
K/600/9711	414	Manage physical resources	3
K/602/1423	415	Procedural compliance	6
Hazardous Waste Pathway		(min 68 credits must be achieved)	
Mandatory		(56 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
L/602/1897	430	Manage site operations for the disposal of non-hazardous waste to landfill sites	13
A/602/1670	321	Manage the movement, sorting and storage of waste	7
K/602/1504	413	Manage improvements to waste management operations	7
T/600/9601	423	Provide leadership and direction for own area of responsibility	5
Optional		(min 12 credits must be achieved)	
D/602/1452	505	Develop schemes for the restoration and aftercare of hazardous waste landfill sites	22

Unit accreditation number	City & Guilds unit	Unit title	Credit value
L/602/1446	506	Prepare landfill sites for the acceptance of hazardous waste	22
J/602/3518	324	Restore and prepare for aftercare on landfill sites	12
Hazardous Waste: Single Stream Waste Pathway		(min 51 credits must be achieved)	
Mandatory		(39 credits must be achieved)	
J/602/1624	325	Manage the movement, sorting and storage of waste on a single waste stream site	7
K/602/1504	413	Manage improvements to waste management operations	7
K/602/1681	428	Manage site operations for the disposal of hazardous waste to landfill on a single waste stream site	11
M/602/1620	429	Manage the reception of hazardous waste on a single waste stream site	9
T/600/9601	423	Provide leadership and direction for own area of responsibility	5
Optional		(12 credits must be achieved)	
D/602/1452	505	Develop schemes for the restoration and aftercare of hazardous waste landfill sites	22
L/602/1446	506	Prepare landfill sites for the acceptance of hazardous waste	22
J/602/3518	324	Restore and prepare for aftercare on landfill sites	12
Non-Hazardous Waste Pathway		(min 51 credits must be achieved)	
Mandatory		(39 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
A/602/1670	321	Manage the movement, sorting and storage of waste	7
K/602/1504	413	Manage improvements to waste management operations	7
L/602/1897	427	Manage site operations for the disposal of non-hazardous waste to landfill sites	13
T/600/9601	423	Provide leadership and direction for own area of responsibility	5
Optional		(min 12 credits must be achieved)	
F/602/1444	326	Prepare landfill sites for the acceptance of non-hazardous waste	16

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Y/602/1451	431	Develop schemes for the restoration and aftercare of non-hazardous waste landfill sites	18
J/602/3518	324	Restore and prepare for aftercare on landfill sites	12
Non-Hazardous Waste: Single Stream Waste Pathway		(min 52 credits must be achieved)	
Mandatory		(40 credits must be achieved)	
A/602/1667	436	Manage the reception of non-hazardous waste on a single waste stream site	10
J/602/1624	325	Manage the movement, sorting and storage of waste on a single waste stream site	7
K/602/1504	413	Manage improvements to waste management operations	7
T/602/1649	432	Manage site operations for the disposal of non-hazardous waste to landfill on a single waste stream site	11
T/600/9601	423	Provide leadership and direction for own area of responsibility	5
Optional		(min 12 credits must be achieved)	
F/602/1444	326	Prepare landfill sites for the acceptance of non-hazardous waste	16
Y/602/1451	431	Develop schemes for the restoration and aftercare of non-hazardous waste landfill sites	18
J/602/3518	324	Restore and prepare for aftercare on landfill sites	12
Inert Waste Pathway		(min 48 credits must be achieved)	
Mandatory		(36 credits must be achieved)	
A/602/1670	321	Manage the movement, sorting and storage of waste	7
H/602/1677	433	Manage site operations for the disposal of inert waste to landfill sites	11
K/602/1504	413	Manage improvements to waste management operations	7
T/602/1618	323	Manage the reception of inert waste	6
T/600/9601	423	Provide leadership and direction for own area of responsibility	5
Optional		(min 12 credits must be achieved)	
M/602/1441	327	Prepare landfill sites for the acceptance of inert waste	11

Unit accreditation number	City & Guilds unit	Unit title	Credit value
R/602/1450	437	Develop schemes for the restoration and aftercare of inert waste landfill sites	14
J/602/3518	324	Restore and prepare for aftercare on landfill sites	12
Inert Waste: Single Stream Waste Pathway		(min 50 credits must be achieved)	
Mandatory		(38 credits must be achieved)	
F/602/1668	434	Manage the reception of inert waste on a single waste stream site	8
J/602/1624	325	Manage the movement, sorting and storage of waste on a single waste stream site	7
K/602/1504	413	Manage improvements to waste management operations	7
M/602/1679	435	Manage site operations for the disposal of inert waste to landfill on a single waste stream site	11
T/600/9601	423	Provide leadership and direction for own area of responsibility	5
Optional		(min 12 credits must be achieved)	
M/602/1441	327	Prepare landfill sites for the acceptance of inert waste	11
R/602/1450	437	Develop schemes for the restoration and aftercare of inert waste landfill sites	14
J/602/3518	324	Restore and prepare for aftercare on landfill sites	12

To achieve the **Level 4 Diploma in Waste Management Operations: Managing Physical and Chemical Treatment**, learners must achieve **73** credits from the mandatory units and the minimum of credits from the chosen pathway group.

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Mandatory			
Y/602/1501	316	Control work activities on a waste management facility	9
A/602/1670	321	Manage the movement, sorting and storage of waste	7
Y/601/5875	322	Monitor procedures to safely control work operations	4
D/602/1435	403	Control maintenance and other engineering operations	13

Unit accreditation number	City & Guilds unit	Unit title	Credit value
M/602/1424	404	Manage and maintain effective systems for responding to emergencies	19
M/600/9712	409	Manage the environmental impact of work activities	5
K/602/1504	413	Manage improvements to waste management operations	7
K/600/9711	414	Manage physical resources	3
K/602/1423	415	Procedural compliance	6
Hazardous Waste		(min 50 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
H/602/1646	424	Manage site operations for the treatment of hazardous waste	22
J/602/1672	417	Manage the transfer of outputs and disposal of residues from hazardous waste treatment and recovery operations	13
Non-Hazardous Waste		(min 34 credits must be achieved)	
F/602/1671	425	Manage site operations for the treatment of non-hazardous waste	14
L/602/1429	438	Manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations	13
R/602/1609	419	Manage the reception of non-hazardous waste	7
Hazardous Waste: Remediation of Contaminated Land		(min 36 credits must be achieved)	
K/602/1406	315	Manage the transfer of outputs and disposal of residues from remediation of contaminated land	8
M/602/1407	426	Manage site operations for the remediation of contaminated land	13
F/602/1606	416	Manage the reception of hazardous waste	15
Non-Hazardous Waste: Remediation of Contaminated Land		(min 28 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
K/602/1406	315	Manage the transfer of outputs and disposal of residues from remediation of contaminated land	8
M/602/1407	426	Manage site operations for the remediation of contaminated land	13

To achieve the **Level 4 Diploma in Waste Management Operations: Managing Biological Treatment**, learners must achieve a total of **103** credits to complete the qualification; **73** credits must come from Mandatory Group M. To achieve the remaining credits, Learners must choose a pathway from the Optional Pathways Groups and adhere to the rules set within the pathway. Learners may choose to achieve credits from Optional Elective Group OE, but credits achieved from this group will not count toward the achievement of the qualification.

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Mandatory			
Y/602/1501	316	Control work activities on a waste management facility	9
A/602/1670	321	Manage the movement, sorting and storage of waste	7
Y/601/5875	322	Monitor procedures to safely control work operations	4
D/602/1435	403	Control maintenance and other engineering operations	13
M/602/1424	404	Manage and maintain effective systems for responding to emergencies	19
M/600/9712	409	Manage the environmental impact of work activities	5
K/602/1504	413	Manage improvements to waste management operations	7
K/600/9711	414	Manage physical resources	3
K/602/1423	415	Procedural compliance	6
Optional		Group A – Non-Hazardous Waste (min 33 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
D/602/1676	441	Manage site operations on a non-hazardous waste biological treatment facility	16
Y/602/1417	442	Manage the transfer of outputs and disposal of residues from biological treatment operations	10

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Optional		Group B – Non-Hazardous Waste: Open Windrow Composting (min 30 credits must be achieved)	
D/602/1418	328	Manage the transfer of outputs and disposal of residues from biological open windrow composting treatment operations	9
R/602/1609	419	Manage the reception of non-hazardous waste	7
D/602/1628	443	Manage site operations on a non-hazardous waste biological open windrow composting treatment facility	14
Optional		Group C – Non-Hazardous Waste: In-Vessel Composting (min 44 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
H/602/1419	444	Manage the transfer of outputs and disposal of residues from biological in-vessel composting treatment operations	22
Y/602/1630	445	Manage site operations on a non-hazardous waste biological in-vessel composting treatment facility	15
Optional		Group D – Non-Hazardous Waste: Anaerobic Digestion (min 33 credits must be achieved)	
D/602/1421	329	Manage the transfer of outputs and disposal of residues from biological anaerobic digestion treatment operations	12
R/602/1609	419	Manage the reception of non-hazardous waste	7
K/602/1678	447	Manage site operations on a non hazardous waste biological anaerobic digestion treatment facility	14
Optional		Optional Elective Group (OE)	
T/600/9601	423	Provide leadership and direction for own area of responsibility	5

To achieve the **Level 4 Diploma in Waste Management Operations: Managing Thermal Treatment**, learners must achieve a total of **102** credits to complete the qualification. **73** credits must come from Mandatory Group M. To achieve the remaining credits, Learners must choose a pathway from the Optional Pathways Groups and adhere to the rules set within the pathway. Learners may choose to achieve credits from Optional Elective Group OE, but credits achieved from this group will not count toward the achievement of the qualification.

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Mandatory			
Y/602/1501	316	Control work activities on a waste management facility	9
A/602/1670	321	Manage the movement, sorting and storage of waste	7
Y/601/5875	322	Monitor procedures to safely control work operations	4
D/602/1435	403	Control maintenance and other engineering operations	13
M/602/1424	404	Manage and maintain effective systems for responding to emergencies	19
M/600/9712	409	Manage the environmental impact of work activities	5
K/602/1504	413	Manage improvements to waste management operations	7
K/600/9711	414	Manage physical resources	3
K/602/1423	415	Procedural Compliance	6
Optional		Group A – Hazardous Waste (min 58 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
A/602/1409	448	Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations	23

Unit accreditation number	City & Guilds unit	Unit title	Credit value
D/602/1399	449	Manage site operations on a waste thermal treatment facility	20
Optional		Group B – Hazardous Waste: Pyrolysis and Gasification (min 57 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
A/602/1409	448	Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations	23
Y/602/1403	450	Manage site operations on a gasification and pyrolysis waste thermal treatment facility	19
Optional		Group C – Non-Hazardous Waste: Pyrolysis and Gasification (min 36 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
Y/602/1403	450	Manage site operations on a gasification and pyrolysis waste thermal treatment facility	19
L/602/1415	452	Manage the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations	10
Optional		Group D – Hazardous Waste: Autoclaving (min 50 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
A/602/1409	448	Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations	23
D/602/1404	451	Manage site operations on an auto-claving waste thermal treatment facility	12

Unit accreditation number	City & Guilds unit	Unit title	Credit value
Optional		Group E – Non-Hazardous Waste: Autoclaving (min 29 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
D/602/1404	451	Manage site operations on an auto-claving waste thermal treatment facility	12
L/602/1415	452	Manage the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations	10
Optional		Group F – Non-Hazardous Waste (min 37 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7
D/602/1399	449	Manage site operations on a waste thermal treatment facility	20
L/602/1415	452	Manage the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations	10
Optional		Group G – Hazardous Clinical Waste (min 47 credits must be achieved)	
F/602/1606	416	Manage the reception of hazardous waste	15
J/602/1400	453	Manage site operations on a hazardous clinical waste thermal treatment facility	22
J/602/1414	454	Manage the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations	10
Optional		Group H – Non-Hazardous Clinical Waste (min 38 credits must be achieved)	
R/602/1609	419	Manage the reception of non-hazardous waste	7

Unit accreditation number	City & Guilds unit	Unit title	Credit value
R/602/1402	455	Manage site operations on a non-hazardous clinical waste thermal treatment facility	16
R/602/1416	456	Manage the transfer of outputs and the disposal of residues from non-hazardous clinical waste thermal treatment and recovery operations	15
Optional		Optional Elective Group (OE)	
T/600/9601	423	Provide leadership and direction for own area of responsibility	5



2 Centre requirements

Approval

If your Centre is approved to offer any of the qualifications:

- Level 4 NVQ in Managing Landfill Operations Special Waste (0734-01), Level 4 NVQ in Managing Treatment Operations – Clinical or Special Waste (0734-04)
- Level 4 NVQ in Managing Treatment Operations – Biodegradable Waste (0734-05)
- Level 4 NVQ in Managing Transfer Operations Clinical or Special Waste (0734-07) or
- Level 4 NVQ in Managing Transfer Operations – Biodegradable Waste (0734-08)

you will receive automatic approval to offer the:

- Level 4 Diploma in Waste Management Operations: Managing Civic Amenity Site (0746-40)
- Level 4 Diploma in Waste Management Operations: Managing Transfer (0746-41)
- Level 4 Diploma in Waste Management Operations: Managing Landfill (0746-42)
- Level 4 Diploma in Waste Management Operations: Managing Physical and Chemical Treatment (0746-43)

If you are not approved to offer any of these qualifications, centres should go through the normal qualifications approval process.

Centre staff should familiarise themselves with the structure, content and assessment requirements of the qualifications before designing a course programme.

Centre staffing

Human resources

Centre staff may undertake more than one role, eg tutor and assessor or internal verifier, but must never internally verify their own assessments.

Assessors and internal verifiers

Centre staff should hold, or be working towards, the relevant experience requirements outlined below.

- Demonstrate a high level of interpersonal and communication skills
- Have up-to-date knowledge of current practice and emerging issues within their industry and be aware there may be differences between the 4 UK countries

- Have a thorough understanding of the national occupational standards for the qualifications they are assessing or verifying and be able to interpret them and offer advice on assessment-related matters
- Show experience and working knowledge of the assessment and verification processes relating to the context in which they are working
- Demonstrate they have relevant and credible technical and/or industrial experience not more than 5 years old – at a level relevant to their role and the award
- Show they are able to act as an emissary of the awarding body and be able to facilitate consistency across centres
- Have – or working towards being qualified – Assessor or Verifier units (A or V units D units) or TQFE or TQSE for assessment or verification in Scotland and or the new training and development qualification at present in development

If assessing or internally verifying a Level 3 or 4 qualification which leads to a COTC (or equivalent), staff must have held one of the following posts:

- Management of a similar waste management facility
- Area management of direct operational management
- Working alongside site managers as a result of developing, auditing or commissioning operational facilities.

If assessing or internally verifying a Level 1 to 4 qualification which is not leading to a COTC (or equivalent), staff must have held one of the following posts:

- Hold a 'supervisory grade' in the category of the award to be assessed or verified
- Have an approved qualification at least one level higher than the award they will assess or verify.

Continuing professional development (CPD)

Centres are expected to support their staff in ensuring that their knowledge remains current of the occupational area and of best practice in delivery, mentoring, training, assessment and verification, and that it takes account of any national or legislative developments.

Candidate entry requirements

City & Guilds does not set entry requirements for these qualifications. However, centres must ensure that candidates have the potential and opportunity to gain the qualifications successfully.

Age restrictions

City & Guilds cannot accept any registrations for candidates under 16 as these qualifications are not approved for under 16s.



3 Delivering the qualification

Initial assessment and induction

Centres will need to make an initial assessment of each candidate prior to the start of their programme to ensure they are entered for an appropriate type and level of qualification.

The initial assessment should identify:

- any specific training needs the candidate has, and the support and guidance they may require when working towards their qualification. This is sometimes referred to as diagnostic testing.
- any units the candidate has already completed, or credit they have accumulated which is relevant to the qualification they are about to begin.

City & Guilds recommends that centres provide an induction programme to ensure the candidate fully understands the requirements of the qualification they will work towards, their responsibilities as a candidate, and the responsibilities of the centre. It may be helpful to record the information on a learning contract.

Recommended delivery strategies

Centre staff should familiarise themselves with the structure, content and assessment requirements of the qualification before designing a course programme.

Centres may design course programmes of study in any way which:

- best meets the needs and capabilities of their candidates
- satisfies the requirements of the qualification.

When designing and delivering the course programme, centres might wish to incorporate other teaching and learning that is not assessed as part of the qualification. This might include the following:

- literacy, language and/or numeracy
- personal learning and thinking
- personal and social development
- employability

Where applicable, this could involve enabling the candidate to access relevant qualifications covering these skills.

Recording documents

Candidates and centres may decide to use a paper-based or electronic method of recording evidence.

City & Guilds endorses several ePortfolio systems, including our own, **Learning Assistant**, an easy-to-use and secure online tool to support and evidence learners' progress towards achieving qualifications. Further details are available at: www.cityandguilds.com/eportfolios

City & Guilds has developed a set of recording forms specifically for these qualifications; *Level 2, 3 and 4 Certificate/Diploma in Waste Management Candidate Logbook* (WL-01-0746). They are available from the City & Guilds website or can be ordered from Publications.

Although new centres are expected to use these forms, centres may devise or customise alternative forms, which must be approved for use by the external verifier, before they are used by candidates and assessors at the centre.



4 Assessment

Candidates must:

- have a completed portfolio of evidence for each unit

Recognition of prior learning (RPL)

Recognition of Prior Learning (RPL) recognises the contribution a person's previous experience could contribute to a qualification. RPL is allowed in this qualification and is also sector specific.



5 Units

Availability of units

The following units can also be obtained from The Register of Regulated Qualifications: <http://register.ofqual.gov.uk/Unit>

Structure of units

These units each have the following:

- City & Guilds reference number
- unit accreditation number
- title
- level
- credit value
- guided learning hours
- unit aim
- relationship to NOS, other qualifications and frameworks
- endorsement by a sector or other appropriate body
- information on assessment
- learning outcomes which are comprised of a number of assessment criteria

Unit 315

Manage the transfer of outputs and disposal of residues from remediation of contaminated land

UAN:	K/602/1406
Level:	Level 3
Credit value:	8
GLH:	46
Relationship to NOS:	This unit is linked to NOS WM18
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit defines the competences required to manage the transfer of outputs and safe disposal of residues arising from remediation of contaminated land. It requires the implementation and management of procedures for controlling transfer operations for transporting outputs and for the disposal of waste residues. All procedures must be implemented in compliance with the legislative requirements for the contaminated land remediation operations.

Learning outcome
The learner will: 1. manage the transfer of outputs and the disposal of residues from remediation of contaminated land
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from remediation of contaminated land in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading and transport on or from the site 1.3 implement and operate health, safety and environment risk assessment processes to enable reporting to operate effectively 1.4 make arrangements for the safe loading of the outputs and residues from the remediation processes 1.5 implement procedures and controls for the safe placement of remediated outputs that are to remain on the site

1.6 maintain the quality of the organisations work by ensuring that all procedures and waste transfer and disposal processes are adhered to.

Learning outcome

The learner will:

2. use and communicate data and information to enable with legislative and organisational requirements

Assessment criteria

The learner can:

- 2.1 implement and maintain recording and information systems for the transfer and transport of outputs and disposal of residues from remediation processes carried out at the site
- 2.2 ensure that sites to which outputs and residues are to be transferred comply with all legislative requirements
- 2.3 inform site personnel of the risks associated with handling hazardous materials that are required to be sent off site for disposal
- 2.4 ensure the programme of work, and operational instructions, relating to the transfer and transport operations contain the information needed for site personnel to carry out the processes in line with organisational procedures
- 2.5 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given
- 2.6 ensure transport documentation for materials leaving the site is completed accurately
- 2.7 maintain accurate records of outputs and residues leaving the site
- 2.8 maintain accurate records of outputs remaining on the site, together with their location
- 2.9 advise colleagues and managers about accidents, incidents, interruptions to work and any situations that require their attention
- 2.10 maintain records of training for all staff employed on transfer and transport operations on the site.

Learning outcome

The learner will:

3. resolve problems which arise from the transfer of outputs and the disposal of residues from remediation of contaminated land

Assessment criteria

The learner can:

- 3.1 ensure systems are in place to rectify staff shortages, equipment and transport deficiencies, and external causes that prevent the transfer, transport or disposal of wastes
- 3.2 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
- 3.3 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are unavailable
- 3.4 seek expert advice to resolve situations which are outside the responsibility of the job role.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for the transfer of outputs and disposal of residues from remediation of contaminated land
Assessment criteria
The learner can: 5.1 describe appropriately the organisational procedures for the management of personnel and work activities 5.2 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site 5.3 describe appropriately planning permission and the organisation's working plan for the site 5.4 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of materials remediated at the site 5.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading remediation materials and residues 5.6 describe appropriately control of substances hazardous to health (COSHH) assessment data for all hazardous substances received and used on your site 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from remediation processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of remediated materials and residues 5.9 describe appropriately the records required by legislation and by

<p>company procedures in relation to the placement of remediated materials on the site</p> <p>5.10 describe appropriately the procedures for dealing with spillages</p> <p>5.11 describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required</p> <p>5.12 describe appropriately regulations applicable to the transport of hazardous substances on public roads</p> <p>5.13 describe appropriately the procedures and documentation required for the transport of waste to comply with legislative requirements and guidance</p> <p>5.14 describe appropriately the procedures for dealing with residues, out of specification remediated materials and any other rejects from the process</p> <p>5.15 determine the range and nature of operational outputs and residues produced from the remediation of contaminated land</p> <p>5.16 determine the storage and handling implications for the remediated material types produced on the site</p> <p>5.17 determine the types, functions and limitations of materials handling equipment available for use on the site</p> <p>5.18 determine the lifting and handling techniques that are suitable for the remediated materials and residues that are being transported on or from the site</p> <p>5.19 determine how to use risk assessment and the identification of potential work-related hazards and difficulties</p> <p>5.20 determine the potential hazards to safety, health and the environment arising from the loading and transport of remediated materials and residues</p> <p>5.21 determine how to interpret process documentation and verify that the information is accurate and relates to the remediated materials and residues</p> <p>5.22 determine how to communicate operational instructions orally and in writing</p> <p>5.23 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

Learning outcome
The learner will:
6. work in a manner which underpins effective performance
Assessment criteria
The learner can:
6.1 encourage others to develop themselves
6.2 apply integrity, fairness and consistency in decision making
6.3 use different leadership styles and depending on individual.

Unit 316

Control work activities on a waste management facility

UAN:	Y/602/1501
Level:	Level 3
Credit value:	9
GLH:	46
Relationship to NOS:	This unit is linked to NOS WM12
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit defines the competences required for controlling the work activities carried out on a waste management facility. It requires the implementation of procedures to ensure that work activities are established and carried out in accordance with agreed site operational procedures and that all procedures are implemented in compliance with the legislative requirements for the site operations. It is necessary to demonstrate the competence needed to manage records and information systems relating to work activities in accordance with organisational procedures.

Learning outcome
The learner will: 1. control work activities on a waste facility
Assessment criteria
The learner can: 1.1 establish and oversee programmes of work which meet the legislative and organisational requirements for site activities 1.2 ensure that work instructions comply with legislation and organisational procedures and requirements 1.3 ensure that staff understand and comply with their work instructions in accordance with legislative and organisational requirements 1.4 ensure that individuals have received training before using any machinery, plant or equipment 1.5 maintain safe systems of work and put in place precautions or eliminate or reduce the risk from hazards 1.6 ensure that the resources and staff with the skills needed to carry out the operating procedures safely are available

- | | |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.7 | identify potential hazards and take steps to reduce risks to personnel and the environment related to wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems |
| 1.8 | monitor staff activity on site operations to ensure they enhance or maintain the quality of the organisations's work. |

Learning outcome	
The learner will:	
2.	use and communicate data and information
Assessment criteria	
The learner can:	
2.1	make sure the programme of work and operational instructions relating to the site operations contain all the information needed for site personnel to carry out the activity in accordance with organisational procedures
2.2	communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given
2.3	keep accurate records of site activities in accordance with legislative and organisational requirements
2.4	advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention
2.5	maintain a record of training for all staff employed on transfer operations on the site
2.6	prepare documentation for the transfer of wastes that meets all duty of care requirements.

Learning outcome	
The learner will:	
3.	resolve any problems which may arise from controlling work activities on a waste facility
Assessment criteria	
The learner can:	
3.1	take actions to rectify any staff shortages, equipment deficiencies or external causes that prevent the site activities from being carried out
3.2	seek advice to resolve situations which are outside the responsibility of the job role
3.3	formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
3.4	take steps to rectify any infringement of legislative conditions revealed during routine inspections of the site.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulation and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for controlling work activities on a waste management facility
Assessment criteria
The learner can: 5.1 describe appropriately the organisations objectives and targets for the waste facility 5.2 describe appropriately the planning permission legislative requirements and the site working plan for the activities 5.3 describe appropriately the records required by legislation and by organisational procedures in relation to work activities on the waste facility 5.4 describe appropriately the site procedures for the proper management of personnel and work activities 5.5 determine how to identify, rectify and record discrepancies and defects arising from site activities 5.6 determine the different types of waste including those requiring specific handling 5.7 determine all types of information required for the completion of paperwork regarding site activities 5.8 determine the importance of following equipment operating procedures 5.9 determine how to communicate work instructions orally and in writing 5.10 determine the importance of ensuring each individuals understanding of work instructions and how to do this 5.11 determine the importance of monitoring compliance with work

instructions, how to do this, and how to respond to incidents of non-compliance
5.12 determine how to report accidents and incidents that arise on site.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 320

Organise the transportation of loads

UAN:	A/601/7618
Level:	Level 3
Credit value:	5
GLH:	24
Relationship to NOS:	This unit is linked to NOS WB6Q
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. organise transport
Assessment criteria
The learner can: 1.1 demonstrate information gathering in relation to: <ul style="list-style-type: none">• loads required• time of delivery collection• place of delivery/collection• mode of transportation• any special delivery/collection requirements• any limitations or constraints applicable to the load, mode of transport or route• route planning• health, safety and environment 1.2 organise transport on a priority basis 1.3 demonstrate the selection of appropriate transport 1.4 issue instructions in relation to the transportation of the load according to organisational procedures 1.5 carry out checks on the suitability of the mode of transport and the operator 1.6 maintain records according to organisational procedures.

Learning outcome

The learner will:

2. understand the organisation of transportation of loads

Assessment criteria

The learner can:

- 2.1 describe the type and characteristics of loads to be organised
- 2.2 describe the type, characteristics and limitations of modes of transportation used
- 2.3 explain how this information is used to organise transportation
- 2.4 explain the organisational policies and procedures in relation to the safe and efficient organisation of transport
- 2.5 explain the environmental, economic, and efficiency issues in relation to the loads and modes of transport used
- 2.6 outline the requirements of relevant legislation, regulations and codes of practice including:
 - weights and measures
 - drivers hours
 - drivers licence regulations
 - vehicle operators licensing requirements
 - waste handling requirements
 - environmental constraints
- 2.7 explain the organisational policies and procedures in the event of:
 - suitable transport being unavailable
 - routing or scheduling cannot be achieved in accordance with organisational or regulatory requirements
 - transport breakdown
 - accidents or incidents
 - transport or operator not conforming to requirements for safe efficient operation.

Unit 321

Manage the movement, sorting and storage of waste

UAN:	A/602/1670
Level:	Level 3
Credit value:	7
GLH:	20
Relationship to NOS:	This unit is linked to NOS WM2
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for the movement, sorting and storage of waste on a site.

Learning outcome
The learner will: 1. manage the movement, sorting and storage of waste
Assessment criteria
The learner can: 1.1 implement systems and procedures for the movement, sorting and storage of waste in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that fully comply with legislative requirements to deal with wastes that require specific handling 1.3 establish systems to control the movement of vehicles and plant on site to comply with health and safety and organisational requirements 1.4 identify hazards and minimise risks to health, safety and the environment arising from the movement, sorting and storage of wastes and comply with legal and organisational requirements for recording and reporting risks to safety, health and the environment 1.5 implement recording and information systems specifically relating to the sorting and storage of waste in accordance with legislative requirements and organisational procedures 1.6 ensure that staff understand the procedures relating to the movement, sorting and storage of wastes and implement them in full compliance with the legislative and organisational requirements 1.7 ensure that staff have received recognised training before any machinery, plant or equipment is used.

Learning outcome
The learner will: 2. manage vehicles, plant and crews on site which handle waste
Assessment criteria
The learner can: 2.1 implement procedures to generate site rules for vehicles, plant and crews on the site that comply with legislative and organisational requirements 2.2 ensure that crews and passengers of vehicles comply with site rules 2.3 identify hazards and minimise risks to health, safety and the environment that arise from the use of vehicles and plant on the site.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 give clear instructions for moving, sorting and storage of waste in accordance with organisational procedures 3.2 maintain accurate records and provide information for the moving, sorting and storage of waste 3.3 inform site staff of all procedures for on site activities to enhance or maintain the quality of the organisations work 3.4 advise senior managers about accidents, incidents, interruptions to work, near hits or any situations that require their attention 3.5 maintain a record of training for all staff employed on the site.

Learning outcome
The learner will: 4. resolve problems which arise during or resulting from the movement, sorting and storage of waste
Assessment criteria
The learner can: 4.1 seek expert advice to resolve situations which are outside the responsibility of the job 4.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the movement, sorting and storage of wastes 4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome
The learner will: 5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for the movement, sorting and storage of waste
Assessment criteria
The learner can: 6.1 describe appropriately the specific legislative requirements and guidance applicable to the movement, sorting and storage of waste on the site 6.2 describe appropriately the on site procedures for the management of the movement, sorting and storage of waste as detailed below: <ul style="list-style-type: none"> • the organisations working plan for the site • collection schemes for pre-segregated wastes • the waste inspection and identification procedures and the handling requirements for the types of waste received on the site • the operating procedures for all machinery, plant and equipment used for moving, segregating and storing wastes on the site • the storage and handling implications for the waste types handled on the site • the types, functions and limitations of waste handling equipment available for use on the site • the lifting and handling techniques suitable for moving, sorting and storing wastes on the site • internal traffic management procedures 6.3 describe appropriately the on site procedures for the management

of the movement, sorting and storage of waste as detailed below:

- risk assessment and the identification of potential work-related hazards and difficulties
- the records required by legislation and by company procedures in relation to the sorting and storage of waste
- the procedures for dealing with spillages.

Learning outcome

The learner will:

7. work in a manner which underpins effective performance

Assessment criteria

The learner can:

- 7.1 be assertive in making decisions
- 7.2 pursue accountability of staff for delegated responsibilities
- 7.3 reflect critically on personal achievements to inform future actions.

Unit 322

Monitor procedures to safely control work operations

UAN:	Y/601/5875
Level:	Level 3
Credit value:	4
GLH:	30
Relationship to NOS:	This unit is linked to NOS HSS3
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	<p>This unit is about making sure that statutory and workplace instructions are being carried out. It describes the competences required to make sure that:</p> <ul style="list-style-type: none">a) health and safety procedures are being followed within work areasb) appropriate action is undertaken to control workplace hazards

Learning outcome
The learner will: 1. be able to check that health and safety instructions are followed
Assessment criteria
The learner can: 1.1 keep up to date with health and safety regulations and workplace instructions, making sure that information is from reliable sources 1.2 conduct monitoring of the workplace at agreed intervals and in accordance with workplace instructions 1.3 confirm that workers are health and safety competent as defined in their job role and that identified health and safety training needs have been met 1.4 communicate workplace instructions and receive feedback.

Learning outcome
The learner will: 2. be able to recommend changes to health and safety workplace instructions
Assessment criteria
The learner can: 2.1 respond to any breaches of health and safety instructions in a way which meets workplace and legal requirements

2.2 make recommendations for any changes to health and safety workplace instructions to the responsible people.

Learning outcome

The learner will:

3. be able to make sure that hazards and risks are controlled safely and effectively

Assessment criteria

The learner can:

- 3.1 maintain accurate records of workplace irregularities
- 3.2 check other people are aware of the hazards/risks and know the action(s) to be taken to minimise them
- 3.3 confirm that appropriate precautions to control risks have been agreed with the people responsible for health and safety
- 3.4 review to make sure all recommended action has been taken
- 3.5 report any conflicts that still exist between workplace and legal requirements.

Learning outcome

The learner will:

4. know how to monitor procedures to safely control work operations

Assessment criteria

The learner can:

- 4.1 explain employers' and employees' legal responsibilities for health and safety in the workplace
- 4.2 explain the difference between 'hazard', 'risk' and 'control'
- 4.3 describe the types of information available from reports and records covering the workplace
- 4.4 explain the importance of evaluating information from reports and records covering the workplace.

Unit 322 Monitor procedures to safely control work operations

Supporting information

Guidance

- 1.1 The learner will research current health and safety regulations and workplace instructions, within the limits of their job role.
- 1.2 Devise or adapt existing procedure and documentation to determine areas for monitoring, records to be kept and arrangements for reporting findings.
- 1.3 Learners may prepare a written plan, discussed it with the responsible people, made changes identified and subsequently conducted the monitoring.
Evidence may be by learner produced documentation or adapted from that imposed by the organisation. Need to demonstrate they can effectively communicate with people of all levels in the organisation.
- 1.4 Obtain feedback to confirm instructions are communicated and feedback received, and deal with any breaches of health and safety instructions. Recommend changes to the responsible person that effectively ensures compliance with legislation and instructions.

Unit 323

Manage the reception of inert waste

UAN:	T/602/1618
Level:	Level 3
Credit value:	6
GLH:	28
Relationship to NOS:	This unit is linked to NOS WM1c
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for receiving inert waste and controlling its reception, inspection and validation.

Learning outcome
The learner will: 1. manage the reception of inert waste
Assessment criteria
The learner can: 1.1 implement systems and procedures for the reception and validation of inert wastes in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that comply with legislative requirements to deal with inert wastes that require specific handling and for the rejection of unauthorised inert wastes 1.3 establish systems to control the movement of vehicles entering, moving around and leaving the site 1.4 identify hazards and minimise risks to health, safety, and the environment arising from the reception, inspection and validation of inert wastes 1.5 ensure that staff implement procedures and comply with the legislative requirements 1.6 ensure all procedures for the reception of inert wastes enhance or maintain the quality of the organisation's work 1.7 implement security arrangements to prevent the unauthorised delivery and removal of inert wastes on the site.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 give clear instructions to customers and site staff about the procedures for receiving and validating inert waste 2.2 maintain records and information systems relating to the reception, inspection and validation of inert wastes that are complete, accurate, up-to-date and meet legislative requirements.

Learning outcome
The learner will: 3. resolve problems which arise from managing the reception of inert waste
Assessment criteria
The learner can: 3.1 seek expert advice to resolve situations which are outside the responsibility of the job role 3.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the reception of inert wastes 3.3 notify customers and regulatory authorities of any breaches of the legislative requirements caused by the reception of unacceptable inert waste 3.4 advise senior managers of any breaches of security or other situations which require their attention.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for the reception of inert waste
Assessment criteria
The learner can: 5.1 describe appropriately the specific legislative requirements and guidance applicable to the reception of inert waste onto the site 5.2 describe appropriately the planning permission permit and the organisation's working plan for the site 5.3 describe appropriately the waste inspection, and identification procedures and the handling requirements for the types of inert waste received on the site 5.4 describe appropriately the uses, purposes and processing requirements for documents relating to the reception and validation of inert waste on the site 5.5 describe appropriately the records required by legislation and by company procedures relating to the reception, inspection and validation of inert wastes 5.6 describe appropriately the procedures relating to inert waste delivered to, and removed from the site 5.7 determine the potential hazards to health, safety, and the environment arising from the reception of inert waste 5.8 determine the organisational environmental policy and the risks to the environment and human health resulting from, the reception, inspection and validation of inert wastes.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 324

Restore and prepare for aftercare on landfill sites

UAN:	J/602/3518
Level:	Level 3
Credit value:	12
GLH:	48
Relationship to NOS:	This unit is linked to NOS WM14
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about controlling the planned progressive or total restoration of a landfill site and the preparations for aftercare.

Learning outcome
The learner will: 1. restore landfill sites
Assessment criteria
The learner can: 1.1 check that the restoration scheme meets the legislative and organisational requirements for progressive or final restoration of the site 1.2 instigate the provision of the engineering resources required by the scheme for restoration of the site 1.3 arrange for the supply of materials and resources required for restoration operations identified in the scheme 1.4 implement the procedures for restoration operations that comply with legislative requirements 1.5 initiate procedures to ensure staff involved in restoration operations have sufficient information to complete restoration tasks 1.6 check and confirm with site staff that they understand their operational instructions 1.7 check and confirm site staff have the resources they require to carry out their work 1.8 monitor site activities and make arrangements for reporting progress on the restoration scheme being carried out to key stakeholders and recorded.

Learning outcome
The learner will: 2. prepare landfill sites for aftercare
Assessment criteria
The learner can: 2.1 implement procedures to record and maintain site operating activities that comply with legislative requirements 2.2 check that proposals for pre-closure site operations meet with the requirements for restoration, aftercare and the intended use of the site 2.3 check that the programme of work and operational instructions relating to the aftercare scheme contain all the information needed for the site staff to carry out the process in accordance with organisational procedures 2.4 implement effective procedures to ensure site closure complies with legislative and organisational aftercare requirements 2.5 check that consultations on the maintenance of the aftercare scheme are carried out with key stakeholders and recorded 2.6 implement procedures for keeping accurate records of the restoration scheme to meet legislative requirements.

Learning outcome
The learner will: 3. use and communicate data and information
Assessment criteria
The learner can: 3.1 maintain procedures to ensure site monitoring records are forwarded to the regulatory authority ensuring compliance with legislative requirements 3.2 communicate the final details of the aftercare scheme to key stakeholders and all operational staff 3.3 check that the programme of work and operational instructions relating to restoration and aftercare contain all the information needed for site staff to carry out the process in line with organisational procedures 3.4 communicate the programme of work and operational instructions to all site staff in ways which suit the types of information being given 3.5 keep accurate records of restoration and aftercare activity in accordance with legislative and organisational requirements 3.6 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 3.7 maintain a record of training for all staff employed on all operations to prepare the site for aftercare.

Learning outcome
The learner will: 4. resolve problems which arise from restoring and preparing for aftercare on landfill sites
Assessment criteria
The learner can: 4.1 take steps to deal with any circumstances that fail to comply with legislative requirements 4.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority 4.3 resolve any problems which may affect the implementation of schemes for the restoration and aftercare of the landfill site 4.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site being prepared for aftercare 4.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the preparation for aftercare activities from continuing.

Learning outcome
The learner will: 5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for restoring and preparing for aftercare on landfill sites
Assessment criteria
The learner can: 6.1 describe appropriately the site procedures for the proper management control of work activities 6.2 describe appropriately the organisational procedures and

- requirements for restoration operations and the supply and use of the materials required
- 6.3 describe appropriately the specific legislative requirements and guidance applicable to the aftercare of sites for the disposal of waste to land
 - 6.4 describe appropriately planning permission and the organisation's working plan for the site
 - 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for preparing it for aftercare
 - 6.6 describe appropriately the on site procedures for securing wastes disposed on a permanent basis
 - 6.7 describe appropriately the records required by legislation and by company procedures in relation to the aftercare of sites used for the disposal of waste to land
 - 6.8 describe appropriately the procedures for dealing with spillages and preventing the escape of wastes and products of waste disposal to land
 - 6.9 describe appropriately the organisational procedures for aftercare operations and the supply and use of the resources required
 - 6.10 describe appropriately the procedures and documentation required for aftercare activities and the monitoring requirements for the site
 - 6.11 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site
 - 6.12 determine the key stakeholders that require involvement in this scheme
 - 6.13 determine the site hydro geological conditions
 - 6.14 determine the controls and management needed for environmental protection systems on the site
 - 6.15 determine the technical skills needed for preparing the site for aftercare operations carried out on the site
 - 6.16 determine how to check that relevant staff has required skills and what to do in response to a perceived skills deficit
 - 6.17 determine the storage and handling implications for the waste types handled on the site
 - 6.18 determine the types, functions and limitations of waste handling equipment available for use on the site
 - 6.19 determine the lifting and handling techniques that are available for the materials being used to prepare the site for aftercare
 - 6.20 determine how to use risk assessment and the identification of potential work-related hazards and difficulties
 - 6.21 determine the potential hazards to safety, health and the environment arising from the disposal of wastes to land
 - 6.22 determine the options and methods for dealing with bird, vermin and insect nuisances
 - 6.23 determine how to interpret process documentation and verify that the information is accurate and relates to the aftercare process
 - 6.24 determine how to communicate operational instructions orally and in writing
 - 6.25 determine the importance of checking people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future action.

Unit 325

Manage the movement, sorting and storage of waste on a single waste stream site

UAN:	J/602/1624
Level:	Level 3
Credit value:	7
GLH:	43
Relationship to NOS:	This unit is linked to NOS WM2a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for the movement, sorting and storage of waste on a single waste stream site.

Learning outcome
The learner will: 1. manage the movement, sorting and storage of waste on a single waste stream site
Assessment criteria
The learner can: 1.1 implement systems and procedures for the movement, sorting and storage of waste in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that fully comply with legislative requirements to deal with wastes that require specific handling 1.3 establish systems to control the movement of vehicles and plant on site to comply with health and safety and organisational requirements 1.4 identify hazards and minimise risks to health, safety and the environment arising from the movement, sorting and storage of wastes and comply with legal and organisational requirements for recording and reporting risks to safety, health or the environment 1.5 implement recording and information systems specifically relating to the sorting and storage of waste in accordance with legislative requirements and organisational procedures 1.6 ensure that staff understand the procedures relating to the movement, sorting and storage of wastes and implement them in full compliance with the legislative and organisational requirements 1.7 ensure that staff have received recognised training before any machinery, plant or equipment is used.

Learning outcome
The learner will: 2. manage vehicles, plant and crews on site which handle waste
Assessment criteria
The learner can: 2.1 implement procedures to generate site rules for vehicles, plant and crews on the site that comply with legislative and organisational requirements 2.2 ensure that crews and passengers of vehicles comply with site rules 2.3 identify hazards and minimise risks to health, safety and the environment that arise from the use of vehicles and plant on the site.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 give clear instructions for moving, sorting and storage of waste in accordance with organisational procedures 3.2 maintain accurate records and provide information for the moving, sorting and storage of waste 3.3 inform site staff of all procedures for on site activities to enhance or maintain the quality of the organisation's work 3.4 advise senior managers about accidents, incidents, interruptions to work, near hits or any situations that require their attention 3.5 maintain a record of training for all staff employed on the site.

Learning outcome
The learner will: 4. resolve problems which arise during or resulting from the movement, sorting and storage of waste on a single waste stream site
Assessment criteria
The learner can: 4.1 seek expert advice to resolve situations which are outside the responsibility of the job role 4.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the movement, sorting or storage of wastes 4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribe procedures.

Learning outcome
The learner will: 5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for the movement, sorting and storage of waste on a single waste stream site
Assessment criteria
The learner can: 6.1 describe appropriately the specific legislative requirements and guidance applicable to the movement, sorting and storage of waste on the site 6.2 describe appropriately the on site procedures for the management of the movement, sorting and storage of waste as detailed below: <ul style="list-style-type: none"> • the organisation's working plan for the site • collection schemes for the pre-segregated wastes • the waste inspection and identification procedures and the handling requirements for the types of waste received on the site • the operating procedures for all machinery, plant and equipment used for moving segregating and storing wastes on the site • the storage and handling implications for the waste types handled on the site • the types, functions and limitations of waste handling equipment available for use on the site • the lifting and handling techniques suitable for moving, sorting and storing wastes on the site • internal traffic management procedures

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| <p>6.3 describe appropriately the on site procedures for the management of the movement, sorting and storage of waste as detailed below:</p> <ul style="list-style-type: none"> • risk assessment and the identification of potential work-related hazards and difficulties • the records required by legislation and by company in relating to the sorting and storage of waste • the procedures for dealing with spillages <p>6.4 determine the potential hazards to safety, health and the environment arising from the movement, sorting and storage of waste.</p> |
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Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 326

Prepare landfill sites for the acceptance of non-hazardous waste

UAN:	F/602/1444
Level:	Level 3
Credit value:	16
GLH:	96
Relationship to NOS:	This unit is linked to NOS WM16b
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the preparation of sites to accept non-hazardous waste for disposal by landfill.

Learning outcome
The learner will: 1. prepare landfill sites for the acceptance of non-hazardous waste
Assessment criteria
The learner can: 1.1 ensure that legislative requirements permit the proposed activity on the site 1.2 ensure that the details of the engineering specifications have been agreed prior to starting site preparation operations 1.3 confirm that the resources required for engineering are provided in accordance with the engineering specifications and that they are available for the site staff to carry out their operational activities 1.4 implement procedures to ensure staff have sufficient information to carry out their designated engineering activities 1.5 ensure and confirm with site staff that they understand their operational instructions 1.6 implement procedures to ensure that the engineering activities comply with legislative requirements 1.7 brief operational staff on the contents of the engineering proposals and the detail in the specification for the work they have to carry out 1.8 maintain procedures to ensure accurate site engineering and quality assurance records are forwarded to the regulatory authority in compliance with legislative requirements 1.9 confirm that arrangements have been made for the construction to be inspected and approved by the regulatory authorities to ensure it complies with legislative requirements before allowing non-

<p>hazardous waste disposal operations to begin</p> <p>1.10 implement operational procedures to protect the integrity of the liner and maintain the functionality of associated environmental protection systems during non-hazardous waste disposal operations</p> <p>1.11 formulate procedures for dealing with accidents, incidents and spillages on site and ensure that staff understand and follow the prescribed procedures.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>2. use and communicate data and information</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>2.1 follow all procedures connected with the job role to enhance or maintain the quality of the organisation's work</p> <p>2.2 ensure that the programme of work and operational instructions relating to the preparation of the site for disposal operations contain all the information needed for the site personnel to carry out the processes in accordance with organisational procedures</p> <p>2.3 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given</p> <p>2.4 keep accurate records of site conditions and activities, construction progress, completion certification, regulatory visits and alterations to requirements</p> <p>2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention</p> <p>2.6 maintain a record of training for all staff employed on all operations on the site.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>3. resolve problems which arise from preparing landfill sites for the acceptance of non-hazardous waste</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>3.1 take steps to deal with any circumstances that fail to comply with legislative requirements</p> <p>3.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority</p> <p>3.3 resolve any problems which may affect the development of schemes for the restoration and aftercare of the landfill site</p> <p>3.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site preparations for the disposal of non-hazardous wastes to land</p> <p>3.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the normal site activities from continuing.</p>

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for preparing landfill sites for acceptance of non-hazardous waste
Assessment criteria
The learner can: 5.1 describe appropriately the legislative requirements for any construction work involved on the site 5.2 describe appropriately the content of the site working plan or contractual conditions that applies to cell preparation 5.3 describe appropriately the site procedures for the proper management control of work activities 5.4 describe appropriately the site procedures for the proper management control site or cell preparation operations 5.5 describe appropriately all specific requirements relating to the placement and integrity of the liner and its protection from the initial layer of non-hazardous waste 5.6 describe appropriately the organisation's procedures and requirements for engineering operations and the supply and use of the resources required 5.7 describe appropriately the specific legislative requirements and guidance applicable to the disposal of non-hazardous waste to land at the site 5.8 describe appropriately the operating procedures for all machinery, plant and equipment used on the site 5.9 describe appropriately the records required by legislation and by company procedures in relation to the disposal of non-hazardous waste to land

- 5.10 describe appropriately the procedures for dealing with spillages and preventing the escape of non-hazardous wastes and products of non-hazardous waste disposal to the environment
- 5.11 describe the organisational procedures for disposal operations and the supply and use of the resources required
- 5.12 describe appropriately the procedures and documentation required for disposing of non-hazardous waste to land and the monitoring requirements for the site
- 5.13 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site
- 5.14 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other rejects from the process
- 5.15 determine the site hydro geological conditions
- 5.16 determine the control and management systems needed for surface water drainage, and gas and leachate management
- 5.17 determine the technical skills needed for preparing the site for the disposal operations to be carried out
- 5.18 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit
- 5.19 determine the storage and handling implications for the non-hazardous waste types handled on the site
- 5.20 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site
- 5.21 determine how to use risk assessment and the identification of potential work-related hazards and difficulties
- 5.22 determine the potential hazards to safety, health and the environment arising from the disposal of non-hazardous wastes to land
- 5.23 determine the options and methods for dealing with bird, vermin, insect nuisances and odour
- 5.24 determine how to interpret process documentation and verify that the information is accurate and relates to the preparation of the site
- 5.25 determine how to communicate operational instructions orally and in writing
- 5.26 determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 327

Prepare landfill sites for the acceptance of inert waste

UAN:	M/602/1441
Level:	Level 3
Credit value:	12
GLH:	54
Relationship to NOS:	This unit is linked to NOS WM16c
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the preparation of sites to accept inert waste for disposal by landfill.

Learning outcome
The learner will: 1. prepare landfill sites for acceptance of inert waste
Assessment criteria
The learner can: 1.1 ensure that legislative requirements permit the proposed activity on the site 1.2 ensure that the details of the engineering specifications have been agreed prior to starting site preparation operations 1.3 confirm that the resources required for engineering activities are provided in accordance with the engineering specifications and that they are available for the site staff to carry out their operational activities 1.4 implement procedures to ensure staff have sufficient information to carry out their designated engineering activities 1.5 ensure and confirm with site staff that they understand their operational instructions 1.6 implement procedures to ensure that the engineering activities comply with legislative requirements 1.7 brief operational staff on the contents of the engineering proposals and the detail in the specification for the work they have to carry out 1.8 maintain procedures to ensure accurate site engineering and quality assurance records are forwarded to the regulatory authority in compliance with legislative requirements 1.9 confirm that arrangements have been made for the construction to be inspected and approved by the regulatory authorities to ensure it complies with legislative requirements before allowing inert waste disposal operations to begin

- 1.10 implement operational procedures to protect the integrity of the liner and maintain the functionality of associated environmental protection systems during inert waste disposal operations
- 1.11 formulate procedures for dealing with accidents, incidents and spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 follow all procedures connected with the job role to enhance or maintain the quality of organisation's work 2.2 ensure that the programme of work and operational instructions relating to the preparation of the site for disposal operations contain all the information needed for the site personnel to carry out the processes in accordance with organisational procedures 2.3 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.4 keep accurate records of site conditions and activities, construction progress, completion certification, regulatory visits and alterations to requirements 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training for all staff employed on all operations on the site.

Learning outcome
The learner will: 3. resolve problems which arise from preparing landfill sites for the acceptance of inert waste
Assessment criteria
The learner can: 3.1 take steps to deal with any circumstances that fail to comply with legislative requirements 3.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority 3.3 resolve any problems which may affect the development of schemes for the restoration and aftercare of the landfill site 3.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site preparations for the disposal of inert wastes to land 3.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the normal site activities from continuing.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for preparing landfill sites for the acceptance of inert waste
Assessment criteria
The learner can: 5.1 describe appropriately the legislative requirements for any construction work involved on the site 5.2 describe appropriately the content of the site working plan or contractual conditions that applies to cell preparation 5.3 describe appropriately the site procedures for the proper management control of work activities 5.4 describe appropriately the site procedures for the proper management control of site or cell preparation operations 5.5 describe appropriately all specific requirements relating to the placement and integrity of the liner and its protection from the initial layer of inert waste 5.6 describe appropriately the organisation's procedures and requirements for engineering operations and the supply and use of the resources required 5.7 describe appropriately the specific legislative requirements and guidance applicable to the disposal of inert waste to land at the site 5.8 describe appropriately the operating procedures for all machinery, plant and equipment used on the site 5.9 describe appropriately the records required by legislation and by company procedures in relation to the disposal of inert waste to land 5.10 describe appropriately the procedures for dealing with spillages

	and preventing the escape of inert wastes and products of inert waste disposal to the environment
5.11	describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required
5.12	describe appropriately the procedures and documentation required for disposing of inert waste to land and the monitoring requirements for the site
5.13	describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site
5.14	describe appropriately describe appropriately the procedures for dealing with inert waste, out of specification inert waste and any other rejects from the process
5.15	determine the site hydro geological conditions
5.16	determine the control and management systems needed for surface water drainage, and gas and leachate management
5.17	determine the technical skills needed for preparing the site for the disposal operations to be carried out
5.18	determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit
5.19	determine the storage and handling implications for the inert waste types handled on the site
5.20	determine the types, functions and limitations of inert waste handling equipment available for use on the site
5.21	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.22	determine the potential hazards to safety, health and the environment arising from the disposal of inert wastes to land
5.23	determine the options and methods for dealing with bird, vermin, insect nuisances and odour
5.24	determine how to interpret process documentation and verify that the information is accurate and relates to the preparation of the site
5.25	determine how to communicate operational instructions orally and in writing
5.26	determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 328

Manage the transfer of outputs and disposal of residues from biological open windrow composting treatment operations

UAN:	D/602/1418
Level:	3
Credit value:	9
GLH:	33
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and disposal of residues from biological open windrow composting treatment operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from biological treatment operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, and transport operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from output and residue transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the biological treatment processes 1.6 maintain the quality of the organisation's work by ensuring that all procedures and waste transfer and disposal processes are adhered to.

Learning outcome
The learner will: 2. Use and communicate data and information
Assessment criteria
The learner can: 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site 2.7 implement and maintain a system to record testing and analysis data on outputs 2.8 prepare data sheets to inform users of the composted outputs about the characteristics of the material.

Learning outcome
The learner will: 3. Resolve problems which arise from the transfer of outputs and disposal of residues from biological open windrow composting treatment operations
Assessment criteria
The learner can: 3.1 take action to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues 3.2 seek expert advice to resolve situations which are outside the responsibility of the job role 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand 3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available 3.5 make arrangements for reprocessing or the disposal of outputs that have failed to meet the prescribed standards for the site.

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and disposal of residues from biological open windrow composting treatment operations
Assessment criteria
The learner can: 5.1 describe appropriately the biological treatment standards and regulatory requirements to be met for recognition of product status for the outputs 5.2 describe appropriately the organisational procedures for the management of personnel and work activities 5.3 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site 5.4 describe appropriately planning permission and the organisation's working plan for the site 5.5 describe appropriately the quality inspection and identification procedures and the handling requirements for the outputs from the site 5.6 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered wastes and residues 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from biological treatment processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered wastes and residues

5.9	describe appropriately the procedures for dealing with spillages
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification composted materials and any other rejects from the process
5.13	determine the storage and handling implications for the output materials produced on the site
5.14	determine the types, functions and limitations of waste handling equipment available for use on the site
5.15	determine the lifting and handling techniques that are suitable for the outputs and residues that are being transported from the site
5.16	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.17	determine the potential hazards to safety, health and the environment arising from the loading and transport of outputs and residues from the site
5.18	determine how to interpret process documentation and verify that the information is accurate and relates to the recovered wastes and residues
5.19	determine how to communicate operational instructions orally and in writing
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding

Learning outcome
The learner will: 6. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 encourage others to develop themselves 6.2 apply integrity, fairness & consistency in decision making 6.3 use different leadership styles depending on individual.

Unit 329

Manage the transfer of outputs and disposal of residues from biological anaerobic digestion treatment operations

UAN:	D/602/1421
Level:	3
Credit value:	12
GLH:	36
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and disposal of residues from biological anaerobic digestion treatment operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from biological treatment operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, and transport operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from output and residue transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the biological treatment processes 1.6 maintain the quality of the organisation's work by ensuring that all procedures and waste transfer and disposal processes are adhered to.

Learning outcome
The learner will: 2. Use and communicate data and information
Assessment criteria
The learner can: 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site 2.7 implement and maintain a system to record testing and analysis data on outputs 2.8 prepare data sheets to inform users of the composted outputs about the characteristics of the material.

Learning outcome
The learner will: 3. Resolve problems which arise from the transfer of outputs and disposal of residues from biological anaerobic digestion treatment operations
Assessment criteria
The learner can: 3.1 take action to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues 3.2 seek expert advice to resolve situations which are outside the responsibility of the job role 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand 3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available 3.5 make arrangements for reprocessing or the disposal of outputs that have failed to meet the prescribed standards for the site.

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and disposal of residues from biological anaerobic digestion treatment operations
Assessment criteria
The learner can: 5.1 describe appropriately the biological treatment standards and regulatory requirements to be met for recognition of product status for the outputs 5.2 describe appropriately the organisational procedures for the management of personnel and work activities 5.3 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site 5.4 describe appropriately planning permission and the organisation's working plan for the site 5.5 describe appropriately the quality inspection and identification procedures and the handling requirements for the outputs from the site 5.6 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered wastes and residues 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from biological treatment processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered wastes and residues

5.9	describe appropriately the procedures for dealing with spillages
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification composted materials and any other rejects from the process
5.13	determine the storage and handling implications for the output materials produced on the site
5.14	determine the types, functions and limitations of waste handling equipment available for use on the site
5.15	determine the lifting and handling techniques that are suitable for the outputs and residues that are being transported from the site
5.16	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.17	determine the potential hazards to safety, health and the environment arising from the loading and transport of outputs and residues from the site
5.18	determine how to interpret process documentation and verify that the information is accurate and relates to the recovered wastes and residues
5.19	determine how to communicate operational instructions orally and in writing
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding

Learning outcome
The learner will: 6. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 encourage others to develop themselves 6.2 apply integrity, fairness & consistency in decision making 6.3 use different leadership styles depending on individual.

Unit 403

Control maintenance and other engineering operations

UAN:	D/602/1435
Level:	Level 4
Credit value:	13
GLH:	59
Relationship to NOS:	This unit is linked to NOS WM30
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about producing maintenance schedules and giving clear instructions to those responsible for carrying them out.

Learning outcome
The learner will: 1. produce maintenance schedules
Assessment criteria
The learner can: 1.1 confirm the maintenance activities that are required to achieve maintenance requirements and use the data to draw up the most suitable sequence and timing 1.2 schedule the time and resources available for undertaking maintenance activities 1.3 produce maintenance schedules that are capable of meeting all relevant maintenance requirements, comply with legislation, and meet the requirements of external bodies and equipment manufacturers 1.4 produce contingency plans which take account of potential difficulties 1.5 specify clearly and record the maintenance schedule in accordance with organisational procedures 1.6 implement procedures to ensure that test certificates and operator certificates are kept up-to-date.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 communicate the maintenance schedules to the people in implementing them and to others who would be affected by them 2.2 provide clear and accurate instructions to those responsible for maintenance and other engineering activities and check they understand what is required 2.3 take steps to ensure those responsible for maintenance and other engineering activities will have the necessary resources available to carry out work to the required standard 2.4 review regularly the frequency, nature and causes of breakdowns and use the information to resolve the problems and prevent failures 2.5 maintain accurate and up-to-date records.

Learning outcome
The learner will: 3. monitor maintenance and other engineering operations
Assessment criteria
The learner can: 3.1 check the procedures to monitor and review the quality, safety and environmental impact of maintenance and other engineering activities are implemented correctly 3.2 take steps immediately to rectify any deviations from contractual or legal requirements 3.3 ensure the implementation of maintenance and other engineering activities comply with all relevant regulations and guidelines 3.4 ensure operatives on site implement and maintain the agreed systems to record faults and initiate repairs 3.5 be pr-active in taking measures to prevent potential breakdowns from occurring.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment

4.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
4.5	describe appropriately the organisational environmental policy and procedures applicable to the site
4.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
4.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome	
The learner will:	
5.	understand the specific regulation procedures and requirements for controlling maintenance and other engineering operations
Assessment criteria	
The learner can:	
5.1	describe appropriately relevant legislation, regulations, codes of practice and guidelines applicable to maintenance and other engineering activities
5.2	describe appropriately the maintenance activities required for the plant, systems, equipment, vehicles, buildings and structures for which they are responsible
5.3	describe appropriately the requirements for statutory testing of equipment and operator certificates
5.4	describe appropriately organisational procedures and legal requirements for environmental protection and safe working practices
5.5	describe appropriately organisational or site procedures and requirements for reporting and initiating repairs
5.6	describe appropriately organisational procedures for implementation, control and completion of contracts
5.7	describe appropriately the recording systems used for maintenance schedules and records, permits to work and other contract information
5.8	describe appropriately handling procedures
5.9	determine the time and resources needed for the required maintenance activities
5.10	determine the factors to be taken into account when scheduling maintenance activities, including any insurance company requirements
5.11	determine what difficulties may occur when implementing maintenance activities and what should be included in contingency plans
5.12	determine the importance of checking people's understanding of instructions and how to do this
5.13	determine the technical skills needed for the maintenance and engineering activities carried out on their site, how to check that the people involved have the required skills and what to do in response to a perceived skills deficit
5.14	determine the system for allocating contracts and permits to work and their role and responsibility in relations to these
5.15	determine the terms and conditions of contracts for which they are responsible, including any insurance policy conditions regarding contract work

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| 5.16 determine the quality assurance systems that are being used for the maintenance and other engineering activities |
| 5.17 determine the importance of enforcing procedures for quality, safety and environmental protection and the actions to take in response to deviations from these |
| 5.18 determine the factors that increase the likelihood of breakdowns and action to take to prevent or reduce these, including the relationship between breakdowns and planned maintenance |
| 5.19 determine handling implications of recyclable materials. |

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 404

Manage and maintain effective systems for responding to emergencies

UAN:	M/602/1424
Level:	Level 4
Credit value:	19
GLH:	58
Relationship to NOS:	This unit is linked to NOS WM24
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about implementing systems and mechanisms to respond to potential and actual emergencies arising during waste collection, transfer and treatment operations.

Learning outcome
The learner will: 1. implement emergency plans and procedures
Assessment criteria
The learner can: 1.1 identify potential emergency situations for all activities dealing with waste and resources within their area of responsibility 1.2 review emergency systems and procedures to provide effective responses for emergencies that may arise during waste and resources handling, collection, transport, transfer or treatment processes 1.3 devise and implement new systems and procedures if they do not exist 1.4 establish preventative inspection and maintenance programmes for emergency equipment so that it is available and serviceable at all times 1.5 make provision for practices and drills to be carried out within normal work operations and record all such practices and drills in accordance with legislative organisational requirements 1.6 introduce and establish mechanisms for communicating emergency plans and procedures to people concerned in ways that suit the types of information being given 1.7 carry out training programmes to meet reporting requirements for incidents and accidents 1.8 implement incident and accident reporting procedures for all activities in the work place.

Learning outcome
The learner will: 2. maintain effective response to emergencies through the use of procedures and drills
Assessment criteria
The learner can: 2.1 obtain feedback from all personnel participating in practices of emergency drills and use the feedback to improve procedures and practices for emergency situations 2.2 carry out reviews of established emergency procedures, and the equipment and resources needed for the procedures 2.3 arrange for any deficiencies identified through reviews, practices, and drills and implement plans to resolve the deficiency in accordance with legislative and organisational requirements 2.4 evaluate incident and accident reports and make improvements to the emergency plan and its procedures to reduce or eliminate the risks from the hazards identified 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training in accident and emergency procedures for all staff employed.

Learning outcome
The learner will: 3. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 3.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 3.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 3.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 3.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 3.5 describe appropriately the organisational environmental policy and procedures applicable to the site 3.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 3.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 4. understand the specific regulation procedures and requirements for managing and maintaining effective systems for responding to emergencies
Assessment criteria
The learner can: 4.1 describe appropriately health and safety requirements and emergency procedures 4.2 describe appropriately the procedures required in order to load, unload and handle different types of waste 4.3 describe appropriately reviewing, organising and resourcing emergency operations 4.4 describe appropriately describe appropriately record keeping and the types of data required for monitoring purposes 4.5 describe appropriately the organisation's objectives relating to environmental protection, health and safety, profitability, operational outcomes and quality standards 4.6 describe appropriately the organisation's objectives and priorities for the provision of waste and resource management service 4.7 describe appropriately the organisational procedures for the proper management control of work activities on customers sites 4.8 describe appropriately the records required by legislation and by organisational procedures in relation to the services provided 4.9 describe appropriately the specific legislative requirements and guidance applicable to the site and for collection and transport of waste 4.10 describe appropriately the records required by legislation and by company procedures in relation to the activities carried out to provide the service 4.11 describe appropriately the procedures for dealing with spillages 4.12 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances received, handled and used when providing the service 4.13 determine the importance of customer and workplace feedback and how to respond 4.14 determine how to evaluate feedback in terms of impact on operations 4.15 determine the importance of monitoring implementation of a service to a customer and how to deal with problems arising during implementation 4.16 determine the different types of waste and materials that could be handled by the service provided 4.17 determine how to complete all relevant paper work 4.18 determine the technical skills needed for the services provided 4.19 determine how to ensure that relevant staff has the required skills to provide a service and what to do in response to a perceived skills deficit 4.20 determine the storage and handling implications for the waste types handled when providing a service 4.21 determine the types, functions and limitations of waste handling equipment available for use on the service

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| 4.22 determine how to use risk assessment and the identification of potential work-related hazards and difficulties |
| 4.23 determine the potential hazards to safety, health and the environment arising from the activities carried out to provide the service. |

Learning outcome
The learner will: 5. work in a manner which underpins effective performance
Assessment criteria
The learner can: 5.1 encourage others to develop themselves 5.2 apply integrity, fairness and consistency in decision making 5.3 use different leadership styles depending on individual.

Unit 409

Manage the environmental impact of work activities

UAN:	M/600/9712
Level:	Level 4
Credit value:	5
GLH:	10
Relationship to NOS:	This unit is linked to NOS MSCE9
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	<p>This unit is about managing work activities and resources in your area of responsibility in order to minimise the negative impact – and maximise the positive impact – they may have on the environment.</p> <p>It involves organising work activities and the use of resources efficiently, understanding their impact on the environment and finding ways to reduce their negative and increase their positive impact. You may need to seek advice from environmental specialists when carrying out this function.</p> <p>The standard is recommended particularly for first line managers and middle managers.</p>

Learning outcome
The learner will: 1. understand the legal requirements and environmental policies that impact on own area of responsibility
Assessment criteria
The learner can: 1.1 explain the legal requirements that impact on own area of responsibility 1.2 explain the environmental policies that impact on own area of responsibility.

Learning outcome
The learner will: 2. understand how to assess the impact of work activities on the environment and how this can be minimise
Assessment criteria
The learner can: 2.1 explain what specialist advice is available to manage the environmental impact of work activities 2.2 explain how to assess the impact of work activities and resources on the environment 2.3 explain how to minimise the environmental impact of work activities.

Learning outcome
The learner will: 3. be able to assess and report on the environmental impact of work activities in own area of responsibility
Assessment criteria
The learner can: 3.1 assess the environmental impact of work activities and resource us 3.2 produce a report on the environmental impact of work activities and resource use, with recommendations for improvement.

Learning outcome
The learner will: 4. be able to organise work activities and resource use to minimise environmental impact
Assessment criteria
The learner can: 4.1 adapt the use of resources in own area of responsibility to reduce environmental impact 4.2 organise activities in own area of responsibility to reduce environmental impact.

Learning outcome
The learner will: 5. be able to promote ongoing improvement in environmental performance
Assessment criteria
The learner can: 5.1 establish means by which individuals can identify and report opportunities for improving environmental performanc 5.2 communicate environmental benefits resulting from changes to work activities.

Unit 410

Manage the reception of waste on a civic amenity site

UAN:	Y/502/8342
Level:	Level 4
Credit value:	11
GLH:	57
Relationship to NOS:	This unit is linked to NOS WM1g
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for receiving waste onto a civic amenity site and controlling its reception, inspection and validation.

Learning outcome
The learner will: 1. manage the reception of waste
Assessment criteria
The learner can: 1.1 implement systems and procedures for the reception of wastes in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that comply with legislative requirements to deal with wastes that require specific handling on a civic amenity site 1.3 establish systems to control the movement of vehicles entering, moving around and leaving the civic amenity site 1.4 identify hazards and minimise risks to health, safety, and the environment arising from the reception of wastes on a civic amenity site 1.5 ensure that staff implement procedures and comply with legislative requirements 1.6 ensure all procedures for the reception of wastes enhance or maintain the quality of the organisation's work 1.7 implement security arrangements to prevent the unauthorised delivery and removal of wastes on the site.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 give clear instructions to customers and site staff about the procedures for receiving wastes on the civic amenity site.

Learning outcome
The learner will: 3. resolve problems which arise from managing the reception of waste on a civic amenity site
Assessment criteria
The learner can: 3.1 seek expert advice to resolve situations which are outside the responsibility of the job role 3.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the reception of wastes 3.3 advise senior managers of any breaches of security or other situations which require their attention.

Learning outcome
The learner will: 4. understand the regulations procedures and requirements for the reception of wastes on a civic amenity site
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management civic amenity sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the civic amenity site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for the reception of wastes on a civic amenity site
Assessment criteria
The learner can: 5.1 describe appropriately the specific legislative requirements and guidance applicable to the reception of waste onto the site 5.2 describe appropriately the planning permission permit and the organisation's working plan for the site 5.3 describe appropriately the procedures and the handling requirements for the types of waste received on the site 5.4 describe appropriately the uses, purposes and processing requirements for documents relating to the wastes on the civic amenity site 5.5 describe appropriately the records required by legislation and by company procedures relating to the waste on the civic amenity site 5.6 describe appropriately the procedures relating to waste delivered to, and removed from the site.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegates responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 411

Manage the transfer of recovered waste and related materials from a hazardous waste facility

UAN:	R/602/1500
Level:	Level 4
Credit value:	23
GLH:	84
Relationship to NOS:	This unit is linked to NOS WM13a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing hazardous waste recovery.

Learning outcome
The learner will: 1. manage the transfer of recovered waste and related materials from a hazardous waste facility
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs from recovery operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, transport and transfer operations from the site 1.3 implement and operate health, safety and environmental risk assessment processes to enable reporting systems to operate effectively 1.4 make arrangements for the safe loading of the recovered hazardous waste and related materials 1.5 implement procedures and controls for the safe transfer of energy outputs from the recovery process 1.6 maintain the quality of the organisation's work by ensuring that all procedures and hazardous waste transfer processes are adhered to.

Learning outcome
The learner will: 2. use and communicate data and information to enable compliance with legislative and organisational requirements
Assessment criteria
The learner can: 2.1 implement and maintain recording and information systems relating to the transfer and transport of outputs from the process carried out at the site 2.2 ensure that the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 2.3 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.4 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements 2.5 maintain accurate records of all outputs leaving the site 2.6 advise colleagues and managers about accidents, incidents, interruptions to work, and situations that require their attention 2.7 maintain records of training for all staff employed on transfer, recovery and transport operations on the site 2.8 implement and maintain a system to record energy created, used on the site and exported from the site.

Learning outcome
The learner will: 3. resolve problems which arise from the transfer of recovered waste and related materials from a hazardous waste facility
Assessment criteria
The learner can: 3.1 ensure systems are in place to rectify staff shortages, equipment and transport deficiencies, and external causes that prevent the transfer or transport of outputs 3.2 formulate procedures for dealing with spillages on site and ensure staff understand and follow the prescribed procedures 3.3 make arrangements for alternative transport and recipients for outputs when existing arrangements are not available 3.4 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs 3.5 seek expert advice to resolve situations which are outside the responsibility of the job role.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for managing the transfer of recovered waste and related materials from a hazardous waste facility
Assessment criteria
The learner can: 5.1 describe appropriately the requirements of the facility that will be receiving the outputs transferred from the site 5.2 describe appropriately the organisational procedures for the management of personnel and work activities 5.3 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of outputs from the site 5.4 describe appropriately planning permission and the organisation's working plan for the site 5.5 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of hazardous waste recovered at the site 5.6 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered hazardous wastes 5.7 describe appropriately the on site procedures for the management of storage of the outputs and residues from transfer processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered hazardous wastes and residues 5.9 describe appropriately the procedures for dealing with spillages

5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of hazardous waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification recovered hazardous waste and any other rejects from the facility
5.13	describe appropriately the regulations for the export of energy from the site and the controls required for the export process
5.14	determine the storage and handling implications for the recovered hazardous waste types produced on the site
5.15	determine the types, functions and limitations of hazardous waste handling equipment available for use on the site
5.16	determine the lifting and handling techniques that are suitable for the recovered hazardous wastes that are being transported from the site
5.17	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.18	determine the potential hazards to safety, health and the environment arising from the loading and transport of outputs
5.19	determine how to interpret process documentation and verify that the information is accurate and relates to the outputs
5.20	determine how to communicate operational instructions orally and in writing
5.21	determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions

Unit 412

Manage the transfer of recovered waste and related materials from a non-hazardous waste facility

UAN:	K/602/1499
Level:	Level 4
Credit value:	9
GLH:	90
Relationship to NOS:	This unit is linked to NOS WM13b
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing non-hazardous waste recovery.

Learning outcome
The learner will: 1. manage the transfer of recovered waste and related materials from a non-hazardous waste facility
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs from recovery operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, transport and transfer operations from the site 1.3 implement and operate health, safety and environmental risk assessment processes to enable reporting systems to operate effectively 1.4 make arrangements for the safe loading of the recovered non-hazardous waste and related materials 1.5 implement procedures and controls for the safe transfer of energy outputs from the recovery process 1.6 maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste transfer processes are adhered to.

Learning outcome
The learner will: 2. use and communicate data and information to enable compliance with legislative and organisational requirements
Assessment criteria
The learner can: 2.1 implement and maintain recording and information systems relating to the transfer and transport of outputs from the process carried out at the site 2.2 ensure that the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures. 2.3 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.4 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements 2.5 maintain accurate records of all outputs leaving the site 2.6 advise colleagues and managers about accidents, incidents, interruptions to work, and situations that require their attention 2.7 maintain records of training for all staff employed on transfer, recovery and transport operations on the site 2.8 implement and maintain a system to record energy created, used on the site and exported from the site.

Learning outcome
The learner will: 3. resolve problems which arise from the transfer of recovered waste and related materials from a non-hazardous waste facility
Assessment criteria
The learner can: 3.1 ensure systems are in place to rectify staff shortages, equipment and transport 3.2 formulate procedures for dealing with spillages on site and ensure staff understand and follow the prescribed procedures 3.3 make arrangements for alternative transport and recipients for outputs when existing arrangements are not available 3.4 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs 3.5 seek expert advice to resolve situations which are outside the responsibility of the job role.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for managing the transfer of recovered waste and related materials from a non-hazardous waste facility
Assessment criteria
The learner can: 5.1 describe appropriately the requirements of the facility that will be receiving the outputs transferred from the site 5.2 describe appropriately the organisational procedures for the management of personnel and work activities 5.3 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of outputs from the site 5.4 describe appropriately planning permission and the organisation's working plan for the site 5.5 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of non-hazardous waste recovered at the site 5.6 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered non-hazardous wastes 5.7 describe appropriately the on site procedures for the management of storage of the outputs and residues from transfer processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered non-hazardous wastes and residues 5.9 describe appropriately the procedures for dealing with spillages

5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of non-hazardous waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification recovered non-hazardous waste and any other rejects from the facility
5.13	describe appropriately the regulations for the export of energy from the site and the controls required for the export process
5.14	determine the storage and handling implications for the recovered non-hazardous waste types produced on the site
5.15	determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site
5.16	determine the lifting and handling techniques that are suitable for the recovered non-hazardous wastes that are being transported from the site
5.17	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.18	determine the potential hazards to safety, health and the environment arising from the loading and transport of outputs
5.19	determine how to interpret process documentation and verify that the information is accurate and relates to the outputs
5.20	determine how to communicate operational instructions orally and in writing
5.21	determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 413

Manage improvements to waste management operations

UAN:	K/602/1504
Level:	Level 4
Credit value:	7
GLH:	52
Relationship to NOS:	This unit is linked to NOS WM9
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about making improvements to waste management operations.

Learning outcome
The learner will: 1. identify and plan improvements to waste management operations
Assessment criteria
The learner can: 1.1 monitor and evaluate operations at intervals to identify potential improvements 1.2 establish a system for personnel to make recommendations on improvements to systems and operations 1.3 evaluate the costs and benefits of potential improvements against company objectives 1.4 evaluate the potential impact of any proposed improvements on other aspects of site operations 1.5 prepare a project plan for implementing the agreed improvement proposal and get agreement with internal and external costs 1.6 review risk assessments for any changed working practices created by the improvement 1.7 review the training records to ensure that all skills needed for the improvement can be met.

Learning outcome
The learner will: 2. implement and evaluate improvements to waste management operation
Assessment criteria
The learner can: 2.1 provide clear and sufficient information on the improvement plan to enable those responsible for implementing the plan to carry it out 2.2 monitor and ensure implementation of the plan against the agreed specifications, schedules and budgets 2.3 manage activities to rectify any deviations from the plan, specifications, schedules or budget 2.4 evaluate project results against previous performance for expected costs, operational benefits and environmental impact 2.5 report the results of their evaluation in the agreed format and timescales 2.6 manage all procedures connected with the improvement to enhance or maintain the quality of the organisations work.

Learning outcome
The learner will: 3. use and communicate data and information
Assessment criteria
The learner can: 3.1 present recommendations for improvements to colleagues and managers in ways which suit the type of information being given 3.2 communicate the programme of work and operational instructions to all people involved in or affected by the improvement 3.3 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.

Learning outcome
The learner will: 4. resolve problems which arise from managing improvements
Assessment criteria
The learner can: 4.1 seek expert advice to resolve situations which are outside the responsibility of the job role 4.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the fulfilment of the proposed improvement 4.3 implement any additional training needs caused by the improvement 4.4 identify any problems in achieving the expected project outcomes and make contingency arrangements for their resolution 4.5 arrange for any sub standard work to be remedied.

Learning outcome
The learner will: 5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of the work activities on site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing improvements in waste management operations
Assessment criteria
The learner can: 6.1 describe appropriately the organisations objectives relating to environmental protection, health and safety, profitability, operational outcomes and quality standards 6.2 describe appropriately recent developments in technology and operating procedures within the waste management industry 6.3 describe appropriately the organisations objectives and priorities for the management of the waste operations 6.4 describe appropriately the organisations procedures for the proper management control of work activities and the capital, installation and running costs of proposed improvements 6.5 describe appropriately the records required by legislation and by organisational procedures in relation to the operations of a waste management facility 6.6 describe appropriately the records required by legislation and by organisational procedures in relation to the operations of a waste management facility 6.7 describe appropriately the technical skills needed for the operations 6.8 describe appropriately the specific legislative requirements and guidance applicable to the waste operations 6.9 describe appropriately planning permission and the organisations working plan for the site

6.10	describe appropriately the operating procedures for all machinery, plant and equipment used on the site
6.11	describe appropriately the storage, transportation, treatment and handling requirements for the waste types handled on the site
6.12	describe appropriately the records required by legislation and by company procedures in relation to the activities carried out at the site
6.13	describe appropriately the procedures for dealing with spillages
6.14	describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances received, handled and used on the site
6.15	determine how to use cost benefit analysis methods and techniques
6.16	determine the current operating costs within the job role responsibility
6.17	determine techniques for monitoring and evaluating waste management operations
6.18	determine the importance of assessing the impact of potential improvements on other aspects of waste management operations
6.19	determine the reporting lines and procedures in relation to project approval, and its monitoring and evaluation
6.20	determine the importance of monitoring implementation of an improvement plan and how to deal with problems arising during implementation
6.21	determine the different types of waste and materials that could be handled at the site
6.22	determine how to complete all relevant paperwork
6.23	determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit
6.24	determine the types, functions and limitations of waste handling equipment available for use on the site
6.25	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
6.26	determine the potential hazards to safety, health and the environment arising from the activities carried out on the site
6.27	determine how to interpret process documentation and verify that the information is accurate and relates to the waste handled
6.28	determine how to communicate operational instructions orally and in writing
6.29	determine the importance of ensuring peoples understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

UAN:	K/600/9711
Level:	Level 4
Credit value:	3
GLH:	25
Relationship to NOS:	This unit is linked to NOS MSCE8
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about ensuring the availability of physical resources required to carry out planned activity. Identifying resources required, obtaining resources and planning how to use them effectively through monitoring and reviews.

Learning outcome
The learner will: 1. understand the importance of sustainability when using physical resources
Assessment criteria
The learner can: 1.1 explain the importance of using sustainable resources 1.2 explain the potential impact of resource use on the environment 1.3 explain how to use resources effectively and efficiently 1.4 describe actions one can take to minimise any adverse environmental impact of using physical resources.

Learning outcome
The learner will: 2. be able to identify resource requirements for own area of responsibility
Assessment criteria
The learner can: 2.1 consult with colleagues to identify their planned activities and corresponding resource needs 2.2 evaluate past resource use to inform expected future demand 2.3 identify resource requirements for own area of responsibility.

Learning outcome

The learner will:

3. be able to obtain required resources for own area of responsibility

Assessment criteria

The learner can:

- 3.1 submit a business case to procure required resources
- 3.2 review and agree required resources with relevant individuals
- 3.3 explain an organisations processes for procuring agreed resources.

Learning outcome

The learner will:

4. be able to monitor and review the quality and usage of resources in own area of responsibility

Assessment criteria

The learner can:

- 4.1 monitor the quality of resources against required specifications
- 4.2 identify differences between actual and planned use of resources and take corrective actions
- 4.3 analyse the effectiveness and efficiency of resource use in own area of responsibility
- 4.4 make recommendations to improve the effectiveness and efficiency of resource use.

UAN:	K/602/1423
Level:	Level 4
Credit value:	6
GLH:	9
Relationship to NOS:	This unit is linked to NOS WM23
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about monitoring and controlling operations and activities in compliance with all legislative and organisational requirements.

Learning outcome
The learner will: 1. implement and maintain operating procedures required for legislative compliance
Assessment criteria
The learner can: 1.1 establish regular monitoring and review schedules for all site operations to maintain compliance with procedures 1.2 design monitoring and review processes to record data from normal operating conditions and reporting systems for variations, and abnormal operating conditions 1.3 carry out monitoring of all procedures designed to meet compliance requirements and review procedures at intervals agreed with organisational and regulatory personnel 1.4 review health and safety procedures regularly to uphold safe and healthy operations and meet all current legislative requirements 1.5 review environmental procedures regularly to maintain compliance with assessed environmental impact requirements 1.6 introduce new or updated procedures where data from monitoring indicates they are needed 1.7 ensure that procedures cover all situations on organisational premises and for attendance at external facilities 1.8 incorporating review and monitoring processes for situations where personnel are required to attend external facilities 1.9 take steps to ensure adequate procedures are in place, are understood, and operated, for situations where there is non-compliance.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 obtain information to remain up to date about new legislative requirements, codes of practice, and other industry practices through a range of personal development activities 2.2 maintain recording and information systems in a way which enables them to be used easily to extract information for review and monitoring purposes.

Learning outcome
The learner will: 3. resolve problems connected with compliance issues
Assessment criteria
The learner can: 3.1 refer situations outside the authority of the job role to higher authority 3.2 take steps to deal with any failures with compliance 3.3 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the maintenance of compliance regimes 3.4 seek expert advice to resolve situations which are outside the responsibility of the job role 3.5 make arrangements for carrying out repairs to any faulty equipment

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately they types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for procedural compliance
Assessment criteria
The learner can: 5.1 describe appropriately the specific legislative requirements and guidance applicable to the processes carried out on the site 5.2 describe appropriately the planning permission permit and the organisations working plan for the site 5.3 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for monitoring processes 5.4 describe appropriately the records required by legislation and by company procedures in relation to the site activities 5.5 describe appropriately the procedures for dealing with emergencies 5.6 describe appropriately the organisational procedures for treatment operations and the supply and use of the resources required 5.7 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances received, handled and used on the site 5.8 describe appropriately the procedures for dealing with waste, out of specification waste and any other rejects from the process 5.9 determine the most effective methods to communicate different types of data and information to comply with legislative and organisational requirements 5.10 determine the technical skills needed for monitoring operations carried out on the site 5.11 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 5.12 determine the storage and handling implications for the waste types handled on the site 5.13 determine how to use risk assessment and the identification of potential work related hazards and difficulties 5.14 determine the potential hazards to safety, health and the environment arising from the monitoring processes 5.15 determine how to interpret process documentation and verify that the information is accurate and relates to the processes carried out on the site 5.16 determine how to communicate operational instructions orally and in writing 5.17 determine the importance of ensuring peoples understanding of operational instructions and how to do this.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 encourage others to develop themselves 6.2 apply integrity, fairness and consistency in decision making 6.3 use different leadership styles depending on individual.

Unit 416

Manage the reception of hazardous waste

UAN:	F/602/1606
Level:	Level 4
Credit value:	15
GLH:	103
Relationship to NOS:	This unit is linked to NOS WM1a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for receiving hazardous waste and controlling its reception, inspection and validation.

Learning outcome
The learner will: 1. manage the reception of hazardous waste
Assessment criteria
The learner can: 1.1 implement systems and procedures for the reception and validation of hazardous wastes in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that comply with legislative requirements to deal with hazardous wastes that require specific handling and for the rejection of unauthorised hazardous waste 1.3 establish systems to control the movements of vehicles entering, moving around and leaving the site 1.4 identify hazards and minimise risks to health, safety, and the environment arising from the reception, inspection and validation of hazardous waste 1.5 ensure that staff implement procedures and comply with the legislative requirements 1.6 ensure all procedures for the reception of hazardous wastes enhance or maintain the quality of the organisations work 1.7 implement security arrangements to prevent the unauthorised delivery and removal of hazardous wastes on the site.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 give clear instructions to customers and site staff about the procedures for receiving and validating hazardous waste 2.2 maintain records and information systems relating to the reception, inspection and validation of hazardous wastes that are complete, accurate, up-to-date and meet legislative requirements.

Learning outcome
The learner will: 3. resolve problems which arise from managing the reception of hazardous waste
Assessment criteria
The learner can: 3.1 seek expert advice to resolve situations which are outside the responsibility of the job role 3.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the reception of hazardous wastes 3.3 notify customers and regulatory authorities of any breaches of the legislative requirements caused by the reception of unacceptable hazardous waste 3.4 advise senior managers of any breach of security or other situations which require their attention.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for the reception of hazardous waste
Assessment criteria
The learner can: 5.1 describe appropriately the specific legislative requirements and guidance applicable to the reception of hazardous waste onto the site 5.2 describe appropriately the planning permission permit and the organisations working plan for the site 5.3 describe appropriately the waste inspection, and identification procedures and the handling requirements for the types of hazardous waste received on the site 5.4 describe appropriately the uses, purposes and processing requirements for documents relating to the reception and validation of hazardous waste on the site 5.5 describe appropriately the records required by legislation and by company procedures relating to the reception, inspection and validation of hazardous wastes 5.6 describe appropriately the procedures relating to hazardous waste delivered to, and removed from the site 5.7 determine the potential hazards to health, safety, and the environment arising from the reception of hazardous waste 5.8 determine the organisational environmental policy and the risks to the environment and human health resulting from, the reception, inspection and validation of hazardous wastes.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 417

Manage the transfer of outputs and disposal of residues from hazardous waste treatment and recovery operations

UAN:	J/602/1672
Level:	Level 4
Credit value:	13
GLH:	69
Relationship to NOS:	This unit is linked to NOS WM7a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the transfer of outputs and safe disposal of residues arising from hazardous waste treatment and recovery operations.

Learning outcome
The learner will: 1. manage the transfer of outputs and disposal of residues from hazardous waste treatment and recovery
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from the hazardous waste treatment or recovery operation in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of resources needed to carry out the loading, transport or energy transfer operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the hazardous waste treatment and recovery processes

- 1.6 implement procedures and controls for the safe transfer of energy outputs from the hazardous waste treatment or recovery process
- 1.7 maintain the quality of the organisations work by ensuring that all procedures and hazardous waste transfer and disposal processes are adhered to.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.3 ensure that documentation is completed accurately and complies with legislation and organisational requirements 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.

Learning outcome
The learner will: 3. resolve problems which arise from the transfer of outputs and disposal of residues from hazardous waste treatment and recovery
Assessment criteria
The learner can: 3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues 3.2 seek advice to resolve situations which are outside the responsibility of the job role 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for managing the transfer of outputs and disposal of residues from hazardous waste treatment and recovery operations
Assessment criteria
The learner can: 5.1 describe appropriately the organisational procedures for the management of personnel and work activities 5.2 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of hazardous waste from the site 5.3 describe appropriately planning permission and the organisations working plan for the site 5.4 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of hazardous waste recovered at the site 5.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site 5.6 describe appropriately the lifting and handling techniques suitable for the recovered hazardous wastes and residues that are being transported from the site 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from transfer processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered hazardous wastes and residues 5.9 describe appropriately the procedures for dealing with spillages

5.10	describe appropriately the procedures for dealing with spillages
5.11	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.12	describe appropriately the procedures and documentation required for the transport of hazardous waste to comply with legislative requirements and guidance
5.13	describe appropriately the procedures for dealing with residues, out of specification recovered hazardous waste and any other rejects from the process
5.14	describe appropriately the regulations for the export of energy from the site and the controls required for the export process
5.15	describe appropriately the methods used to communicate operational instructions orally and in writing
5.16	determine the storage and handling implications for the recovered hazardous waste types produced on the site
5.17	determine the types, functions and limitations of hazardous waste handling equipment available for use on the site
5.18	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.19	determine the potential hazards to safety, health and the environment arising from the loading and transport of hazardous wastes
5.20	determine how to interpret documentation and verify that the information is accurate and relates to the recovered hazardous wastes and residues
5.21	determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 418

Manage the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery operations

UAN:	F/602/1508
Level:	Level 4
Credit value:	10
GLH:	50
Relationship to NOS:	This unit is linked to NOS WM17c
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the transfer of outputs and safe disposal of residues arising from non-hazardous waste treatment and recovery operations.

Learning outcome
The learner will: 1. manage the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from the non-hazardous waste transfer or recovery operation in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of resources needed to carry out the loading, transport or energy transfer operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the non-hazardous waste transfer and recovery processes

1.6	implement procedures and controls for the safe transfer of energy outputs from the non-hazardous waste transfer or recovery process
1.7	maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste transfer and disposal processes are adhered to.

Learning outcome	
The learner will:	
2.	use and communicate data and information
Assessment criteria	
The learner can:	
2.1	make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures
2.2	communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given
2.3	ensure that documentation is completed accurately and complies with legislation and organisational requirements
2.4	keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements
2.5	advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention
2.6	maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.

Learning outcome	
The learner will:	
3.	resolve problems which arise from the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery
Assessment criteria	
The learner can:	
3.1	take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues
3.2	seek advice to resolve situations which are outside the responsibility of the job role
3.3	formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome	
The learner will:	
4.	understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria	
The learner can:	
4.1	describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment

4.2	describe appropriately waste management legislation and guidance that is applicable to waste management sites
4.3	describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
4.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
4.5	describe appropriately the organisational environmental policy and procedures applicable to the site
4.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
4.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome	
The learner will:	
5.	understand the specific regulation procedures and requirements for managing the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery operations
Assessment criteria	
The learner can:	
5.1	describe appropriately the organisational procedures for the management of personnel and work activities
5.2	describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of non-hazardous waste from the site
5.3	describe appropriately planning permission and the organisation's working plan for the site
5.4	describe appropriately the quality inspection and identification procedures and the handling requirements for the types of non-hazardous waste recovered at the site
5.5	describe appropriately the operating procedures for all machinery, plant and equipment used on the site
5.6	describe appropriately the lifting and handling techniques suitable for the recovered non-hazardous wastes and residues that are being transported
5.7	describe appropriately the onsite procedures for the management of storage of the outputs and residues from transfer processes
5.8	describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered non-hazardous wastes and residues
5.9	describe appropriately the procedures for dealing with spillages
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of non-hazardous waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification recovered non-hazardous waste and any other rejects from the process
5.13	describe appropriately the regulations for the export of energy from the site and the controls required for the export process

5.14	describe appropriately the methods used to communicate operational instructions orally and in writing
5.15	determine the storage and handling implications for the recovered non-hazardous waste types produced on the site
5.16	determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site
5.17	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.18	determine the potential hazards to safety, health and the environment arising from the loading and transport of non-hazardous wastes
5.19	determine how to interpret documentation and verify that the information is accurate and relates to the recovered non-hazardous wastes and residues
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 419

Manage the reception of non-hazardous waste

UAN:	R/602/1609
Level:	Level 4
Credit value:	7
GLH:	22
Relationship to NOS:	This unit is linked to NOS WM1b
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for receiving non-hazardous waste and controlling its reception, inspection and validation.

Learning outcome
The learner will: 1. manage the reception of non-hazardous waste
Assessment criteria
The learner can: 1.1 implement systems and procedures for the reception and validation of non-hazardous wastes in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that comply with legislative requirements to deal with non-hazardous wastes that require specific handling and for the rejection of unauthorised non-hazardous wastes 1.3 establish systems to control the movement of vehicles entering, moving around and leaving the site 1.4 identify hazards and minimise risks to health, safety, and the environment arising from the reception, inspection and validation of non-hazardous wastes 1.5 ensure that staff implement procedures and comply with the legislative requirements 1.6 ensure all procedures for the reception of non-hazardous wastes enhance or maintain the quality of the organisation's work 1.7 implement security arrangements to prevent the unauthorised delivery and removal of non-hazardous wastes on the site.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 give clear instructions to customers and site staff about the procedures for receiving and validating non-hazardous waste 2.2 maintain records and information systems relating to the reception, inspection and validation of non-hazardous wastes that are complete, accurate, up-to-date and meet legislative requirements.

Learning outcome
The learner will: 3. resolve problems which arise from managing the reception of non-hazardous waste
Assessment criteria
The learner can: 3.1 seek expert advice to resolve situations which are outside the responsibility of the job role 3.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the reception of non-hazardous wastes 3.3 notify customers and regulatory authorities of any breaches of the legislative requirements caused by the reception of unacceptable non-hazardous waste 3.4 advise senior managers of any breaches of security or other situations which require their attention.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for the reception of non-hazardous waste
Assessment criteria
The learner can: 5.1 describe appropriately the specific legislative requirements and guidance applicable to the reception of non-hazardous waste onto the site 5.2 describe appropriately the planning permission permit and the organisation's working plan for the site 5.3 describe appropriately the waste inspection, and identification procedures and the handling requirements for the types of non-hazardous waste received on the site 5.4 describe appropriately the uses, purposes and processing requirements for documents relating to the reception and validation of non-hazardous waste on the site 5.5 describe appropriately the records required by legislation and by company procedures relating to the reception, inspection and validation of non-hazardous wastes 5.6 describe appropriately the procedures relating to non-hazardous waste delivered to, and removed from the site 5.7 determine the potential hazards to health, safety, and the environment arising from the reception of non-hazardous waste 5.8 determine the organisational environmental policy and the risks to the environment and human health resulting from, the reception, inspection and validation of non-hazardous wastes.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 420

Manage the transfer of outputs and disposal of residues from hazardous clinical waste transfer and recovery operations

UAN:	J/602/1509
Level:	Level 4
Credit value:	10
GLH:	60
Relationship to NOS:	This unit is linked to NOS WM7g
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the transfer of outputs and safe disposal of residues arising from hazardous clinical waste transfer and recovery operations.

Learning outcome
The learner will: 1. manage the transfer of outputs and disposal of residues from hazardous clinical waste transfer and recovery
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from the hazardous clinical waste transfer or recovery operation in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of resources needed to carry out the loading, transport or energy transfer operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the hazardous clinical waste transfer and recovery processes

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| <p>1.6 implement procedures and controls for the safe transfer of energy outputs from the hazardous clinical waste transfer or recovery process</p> <p>1.7 maintain the quality of the organisation's work by ensuring that all procedures and hazardous waste transfer and disposal processes are adhered to.</p> |
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Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.3 ensure that documentation is completed accurately and complies with legislation and organisational requirements 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.

Learning outcome
The learner will: 3. resolve problems which arise from the transfer of outputs and disposal of residues from hazardous clinical waste transfer and recovery
Assessment criteria
The learner can: 3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues 3.2 seek advice to resolve situations which are outside the responsibility of the job role 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for managing the transfer of outputs and disposal of residues from hazardous clinical waste transfer and recovery operations
Assessment criteria
The learner can: 5.1 describe appropriately the organisational procedures for the management of personnel and work activities 5.2 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of hazardous waste from the site 5.3 describe appropriately planning permission and the organisation's working plan for the site 5.4 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of hazardous waste recovered at the site 5.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site 5.6 describe appropriately the lifting and handling techniques suitable for the recovered hazardous wastes and residues that are being transported from the site 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from transfer processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered hazardous wastes and residues 5.9 describe appropriately the procedures for dealing with spillages

5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of hazardous waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification recovered hazardous waste and any other rejects from the process
5.13	describe appropriately the regulations for the export of energy from the site and the controls required for the export process
5.14	describe appropriately the methods used to communicate operational instructions orally and in writing
5.15	determine the storage and handling implications for the recovered hazardous waste types produced on the site
5.16	determine the types, functions and limitations of hazardous waste handling equipment available for use on the site
5.17	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.18	determine the potential hazards to safety, health and the environment arising from the loading and transport of hazardous wastes
5.19	determine how to interpret documentation and verify that the information is accurate and relates to the recovered hazardous wastes and residues
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 421

Manage the transfer of outputs and disposal of residues from non-hazardous clinical waste transfer and recovery operations

UAN:	A/602/1507
Level:	Level 4
Credit value:	9
GLH:	58
Relationship to NOS:	This unit is linked to NOS WM7i
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the transfer of outputs and safe disposal of residues arising from non-hazardous clinical waste transfer and recovery operations.

Learning outcome
The learner will: 1. manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from the non-hazardous waste treatment or recovery operation in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of resources needed to carry out the loading, transport or energy transfer operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the non-hazardous waste treatment and recovery processes

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| 1.6 | implement procedures and controls for the safe transfer of energy outputs from the non-hazardous waste treatment or recovery process |
| 1.7 | maintain the quality of the organisations work by ensuring that all procedures and non-hazardous waste transfer and disposal processes are adhered to. |

Learning outcome	
The learner will:	
2.	use and communicate data and information
Assessment criteria	
The learner can:	
2.1	make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures
2.2	communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given
2.3	ensure that documentation is completed accurately and complies with legislation and organisational requirements
2.4	keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements
2.5	advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention
2.6	maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.

Learning outcome	
The learner will:	
3.	resolve problems which arise from the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery
Assessment criteria	
The learner can:	
3.1	take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues
3.2	seek advice to resolve situations which are outside the responsibility of the job role
3.3	formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately they types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for managing the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations
Assessment criteria
The learner can: 5.1 describe appropriately the organisational procedures for the management of personnel and work activities 5.2 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of non-hazardous waste from the site 5.3 describe appropriately planning permission and the organisations working plan for this site 5.4 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of non-hazardous waste recovered at the site 5.5 describe appropriately the operating procedures for all machinery , plant and equipment used on the site 5.6 describe appropriately the lifting and handling techniques suitable for the recovered non-hazardous wastes and residues that are being transported from the site 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from transfer processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered non-hazardous wastes and residues 5.9 describe appropriately the procedures for dealing with spillages

- 5.10 describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
- 5.11 describe appropriately the procedures and documentation required for the transport of non-hazardous waste to comply with legislative requirements and guidance
- 5.12 describe appropriately the procedures for dealing with residues, out of specification recovered non-hazardous waste and any other rejects from the process
- 5.13 describe appropriately the regulations from the export of energy from the site and the controls required for the export process
- 5.14 describe appropriately the methods used to communicate operational instructions orally and in writing
- 5.15 determine the storage and handling implications for the recovered non-hazardous waste types produced on the site
- 5.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site
- 5.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties
- 5.18 determine the potential hazards to safety, health and the environment arising from the loading and transport of non-hazardous wastes
- 5.19 determine how to interpret documentation and verify that the information is accurate and relates to the recovered non-hazardous wastes and residues
- 5.20 determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 422

Manage the transfer of outputs and disposal of residues from waste transfer and recovery operations, inert waste

UAN:	T/602/1506
Level:	Level 4
Credit value:	9
GLH:	55
Relationship to NOS:	This unit is linked to NOS WM7j
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries
Aim:	This unit is about managing the transfer of outputs and safe disposal of residues arising from inert waste transfer and recovery operations

Learning outcome
The learner will: 1. manage the transfer of outputs and disposal of residues from inert waste transfer and recovery
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from the inert waste transfer or recovery operation in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of resources needed to carry out the loading, transport or energy transfer operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from inert waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the inert waste transfer and recovery processes 1.6 implement procedures and controls for the safe transfer of energy outputs from the inert waste transfer or recovery process

1.7 maintain the quality of the organisation's work by ensuring that all procedures and inert waste transfer and disposal processes are adhered to.

Learning outcome

The learner will:

2. use and communicate data and information

Assessment criteria

The learner can:

- 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures
- 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given
- 2.3 ensure that documentation is completed accurately and complies with legislation and organisational requirements
- 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements.
- 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention
- 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.

Learning outcome

The learner will:

3. resolve problems which arise from the transfer of outputs and disposal of residues from inert waste transfer and recovery

Assessment criteria

The learner can:

- 3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues
- 3.2 seek advice to resolve situations which are outside the responsibility of the job role
- 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome

The learner will:

4. understand the underpinning regulations, procedures and requirements for managing waste operations

Assessment criteria

The learner can:

- 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment
- 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites
- 4.3 describe appropriately the types of personal protective equipment

	(PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
4.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
4.5	describe appropriately the organisational environmental policy and procedures applicable to the site
4.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
4.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome	
The learner will:	
5.	understand the specific regulation procedures and requirements for managing the transfer of outputs and disposal of residues from inert waste transfer and recovery operations
Assessment criteria	
The learner can:	
5.1	describe appropriately the organisational procedures for the management of personnel and work activities
5.2	describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of inert waste from the site
5.3	describe appropriately planning permission and the organisation's working plan for the site
5.4	describe appropriately the quality inspection and identification procedures and the handling requirements for the types of inert waste recovered at the site
5.5	describe appropriately the operating procedures for all machinery, plant and equipment used on the site
5.6	describe appropriately the lifting and handling techniques suitable for the recovered inert wastes and residues that are being transported from the site
5.7	describe appropriately the onsite procedures for the management of storage of the outputs and residues from transfer processes
5.8	describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered inert wastes and residues
5.9	describe appropriately the procedures for dealing with spillages
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of inert waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification recovered inert waste and any other rejects from the process
5.13	describe appropriately the regulations for the export of energy from the site and the controls required for the export process
5.14	describe appropriately the methods used to communicate operational instructions orally and in writing
5.15	determine the storage and handling implications for the recovered

	inert waste types produced on the site
5.16	determine the types, functions and limitations of inert waste handling equipment available for use on the site
5.17	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.18	determine the potential hazards to safety, health and the environment arising from the loading and transport of inert wastes
5.19	determine how to interpret documentation and verify that the information is accurate and relates to the recovered inert wastes and residues
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome	
The learner will:	
6.	work in a manner which underpins effective performance
Assessment criteria	
The learner can:	
6.1	be assertive in making decisions
6.2	pursue accountability of staff for delegated responsibilities
6.3	reflect critically on personal achievements to inform future actions

Unit 423

Provide leadership and direction for own area of responsibility

UAN:	T/600/9601
Level:	Level 4
Credit value:	5
GLH:	30
Relationship to NOS:	This unit is linked to NOS MSCB6
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit helps learners to provide leadership and direction for their area of responsibility.

Learning outcome
The learner will: 1. be able to lead in own area of responsibility
Assessment criteria
The learner can: 1.1 identify own strengths and ability to lead in a leadership role 1.2 evaluate strengths within own area of responsibility.

Learning outcome
The learner will: 2. be able to provide direction and set objectives in own area of responsibility
Assessment criteria
The learner can: 2.1 outline direction for own area of responsibility 2.2 implement objectives with colleagues that align with those of the organisation.

Learning outcome
The learner will: 3. be able to communicate the direction for own area of responsibility and collect feedback to inform improvement
Assessment criteria
The learner can: 3.1 communicate the agreed direction to individuals within own area of responsibility 3.2 collect feedback to inform improvement.

Learning outcome
The learner will: 4. be able to assess own leadership performance
Assessment criteria
The learner can: 4.1 assess feedback on own leadership performance 4.2 evaluate own leadership performance

Unit 424

Manage site operations for the treatment of hazardous waste

UAN:	H/602/1646
Level:	Level 4
Credit value:	22
GLH:	184
Relationship to NOS:	This unit is linked to NOS WM4a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes for the treatment of hazardous waste.

Learning outcome
The learner will: 1. manage treatment operations for hazardous waste
Assessment criteria
The learner can: 1.1 implement systems and procedures for hazardous waste treatment operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the hazardous waste treatment operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous waste treatment operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the hazardous waste treatment processes in accordance with legislative and organisational requirements 1.5 make arrangements for the safe storage of the outputs and residues from the hazardous waste treatment process 1.6 maintain the quality of the organisation's work by ensuring that all procedures and hazardous waste treatment processes are adhered to.

Learning outcome
The learner will: 2. control work activities on sites treating waste
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for hazardous waste treatment operations 2.2 implement site operating procedures that fully comply with health and safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient personnel with appropriate expertise available at the work site 2.4 ensure that staff have received training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the treatment of hazardous wastes and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resource and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on hazardous waste treatment operations to ensure they enhance or maintain the quality of the organisations work 2.10 ensure that the outputs and residues from the hazardous waste treatment processes are stored correctly in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the hazardous waste treatment operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of hazardous wastes treated and of the control parameters for the hazardous waste treatment process in accordance with legislative and organisational requirements

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| 3.4 | advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention |
| 3.5 | maintain a record of training for all staff employed on hazardous waste treatment operations on the site. |

Learning outcome	
The learner will:	
4.	resolve problems which arise from operations for the treatment of hazardous waste
Assessment criteria	
The learner can:	
4.1	take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the treatment of hazardous wastes
4.2	seek advice to resolve situations which are outside the responsibility of the job role
4.3	formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
4.4	make arrangements for treatment or disposal of any batches of material that fail to meet the quality standards required for the hazardous waste treatment process.

Learning outcome	
The learner will:	
5.	understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria	
The learner can:	
5.1	describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment
5.2	describe appropriately waste management legislation and guidance that is applicable to waste management
5.3	describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
5.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
5.5	describe appropriately the organisational environmental policy and procedures applicable to the site
5.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
5.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the treatment of hazardous waste
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the hazardous waste treatment operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the treatment of hazardous waste at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of hazardous waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for treating hazardous wastes 6.6 describe appropriately the storage and handling implications for the hazardous waste types handled on the site 6.7 describe appropriately the lifting and handling techniques that are suitable for the hazardous wastes that are being treated on the site 6.8 describe appropriately the on site procedures for the management of storage of the outputs from hazardous waste treatment processes 6.9 describe appropriately the records required by legislation and by company procedures in relation to the treatment of hazardous waste 6.10 describe appropriately the procedures for dealing with spillages 6.11 describe appropriately the organisational procedures for hazardous waste treatment operations and the supply and use of the resources required 6.12 describe appropriately the procedures and documentations required for treatment of hazardous waste to specific standards 6.13 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances received, handled and used on the site 6.14 describe appropriately the procedures for dealing with hazardous waste, out of specification hazardous waste and any other residues from the process 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site 6.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties 6.18 determine the potential hazards to safety, health and the environment arising from the treatment of hazardous wastes 6.19 determine how to interpret process documentation and verify that the information is accurate and relates to the hazardous waste treatment process 6.20 determine how to communicate operational instructions orally and in writing

6.21 determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome

The learner will:

7. work in a manner which underpins effective performance

Assessment criteria

The learner can:

7.1 be assertive in making decisions

7.2 pursue accountability of staff for delegated responsibilities

7.3 reflects critically on personal achievements to inform future actions.

Unit 425

Manage site operations for the treatment of non-hazardous waste

UAN:	F/602/1671
Level:	Level 4
Credit value:	14
GLH:	51
Relationship to NOS:	This unit is linked to NOS WM4b
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes for the treatment of non-hazardous waste.

Learning outcome
The learner will: 1. manage treatment operations for non-hazardous waste
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous waste treatment operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the non-hazardous waste treatment operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous waste treatment operations and comply with legal and organisational requirements for reporting to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the non-hazardous waste treatment processes in accordance with legislative and organisational requirements 1.5 make arrangements for the safe storage of the outputs and residues from the non-hazardous waste treatment process 1.6 maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste treatment processes are adhered to.

Learning outcome
The learner will: 2. control work activities on sites treating waste
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for non-hazardous waste treatment operations 2.2 implement site operating procedures that fully comply with health and safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient personnel with appropriate expertise available at the work site 2.4 ensure that staff have received training before using machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the treatment of non-hazardous wastes and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce the risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on non-hazardous waste treatment operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the outputs and residues from the non-hazardous waste treatment processes are stored correctly in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to non-hazardous waste treatment operations contain all the information needed for the site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of non-hazardous wastes treated and of the control parameters for the non-hazardous waste treatment process in accordance with legislative and organisational requirements

- 3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention
- 3.5 maintain a record of training for all staff employed on non-hazardous waste treatment operations on the site.

Learning outcome
The learner will:
4. resolve problems which arise from operations for the treatment of non-hazardous waste
Assessment criteria
The learner can:
4.1 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the treatment of non-hazardous wastes
4.2 seek advice to resolve situations which are outside the responsibility of the job role
4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
4.4 make arrangements for treatment or disposal for any batches of material that fail to meet the quality standards required for non-hazardous waste treatment process.

Learning outcome
The learner will:
5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can:
5.1 describe appropriately the relevant legislation, regulation and codes of practice applicable to safety, health and the environment
5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites
5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
5.5 describe appropriately the organisational environment policy and procedures applicable to the site
5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the treatment of non-hazardous waste
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the non-hazardous waste treatment operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the treatment of non-hazardous waste at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of non-hazardous waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site treating non-hazardous wastes 6.6 describe appropriately the storage and handling implications for the non-hazardous waste types handled on the site 6.7 describe appropriately the lifting and handling techniques that are suitable for the non-hazardous wastes that are being treated on the site 6.8 describe appropriately the on site procedures for the management of storage of the outputs from non-hazardous waste treatment processes 6.9 describe appropriately the records required by legislation and by company procedures in relation to the treatment of non-hazardous waste 6.10 describe appropriately the procedures for dealing with spillages 6.11 describe appropriately the organisational procedures for non-hazardous waste treatment operations and the supply and use of the resources required 6.12 describe appropriately the procedures and documentation required for treatment of non-hazardous waste to specific standards 6.13 describe appropriately the control of substances non-hazardous to health (COSHH) assessment data for all hazardous substances received , handled and used on the site 6.14 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other residues from the process 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site 6.17 determine how to use risk assessment and the identification of potential work related hazards and difficulties 6.18 determine the potential hazards to safety, health and the environment arising from the treatment of non-hazardous wastes 6.19 determine how to interpret process documentation and verify that

the information is accurate and relates to the non-hazardous waste treatment process
6.20 determine how to communicate operational instructions orally and in writing
6.21 determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 426

Manage site operations for the remediation of contaminated land

UAN:	M/602/1407
Level:	Level 4
Credit value:	13
GLH:	60
Relationship to NOS:	This unit is linked to NOS WM17
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes for the remediation of contaminated land.

Learning outcome
The learner will: 1. manage operations for the remediation of contaminated land
Assessment criteria
The learner can: 1.1 implement systems and procedures for treatment operations to remediate contaminated land in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the treatment operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from treatment operations and comply with legal and organisational requirements for reporting risks to health safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the treatment processes in accordance with legislative and organisational requirements 1.5 make arrangements for the safe storage of the outputs from the treatment process 1.6 maintain the quality of the organisation's work by ensuring that all procedures and waste treatment processes are adhered to.

Learning outcome
The learner will: 2. control work activities for the remediation of contaminated land
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for treatment operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site 2.4 ensure that individuals have received recognised training before using any machinery, plant or equipment for the first time for the treatment to remediate contaminated land 2.5 ensure that staff understand the procedures relating to the treatment processes and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure the availability of the resources and individual staff skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to materials that arise 2.9 monitor staff activity on treatment operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the outputs from the treatment processes are stored correctly in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff 2.12 arrange for samples of treated material to be taken and analysed to determine compliance with legislative and organisational requirements.

Learning outcome
The learner will: 3. use and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the treatment operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of materials treated and of the control parameters for the treatment process in accordance with legislative and organisational requirements

- 3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention (s)
- 3.5 maintain a record of training for all staff employed on treatment operations on the site.

Learning outcome
The learner will:
4. resolve problems which arise from the management of the remediation of contaminated land
Assessment criteria
The learner can:
4.1 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the treatment for remediation of contaminated land
4.2 seek expert advice to resolve situations which are outside the responsibility of the job role
4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
4.4 make arrangements for reworking or disposal for any batches of material that fail to meet the quality standards required for the treatment process.

Learning outcome
The learner will:
5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can:
5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment
5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites
5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
5.5 describe appropriately the organisational environmental policy and procedures applicable to the site
5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for the remediation of contaminated land
Assessment criteria
The learner can: 6.1 describe appropriately the organisational procedures for the management of personnel and work activities 6.2 describe appropriately the specific legislative requirements and guidance applicable to the treatment for the removal of contamination from the materials on site 6.3 describe appropriately the organisation's working plan for the site 6.4 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of materials remediated at the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for handling remediated materials and residues 6.6 describe appropriately control of substances hazardous to health (COSHH) assessment data for all hazardous substances received and used on your site 6.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from remediation processes 6.8 describe appropriately the records required by legislation and by company procedures in relation to the treatment processes to remediate contaminated land 6.9 describe appropriately the records required by legislation and by company procedures in relation to the placement of remediated materials on the site 6.10 describe appropriately the procedures for dealing with spillages 6.11 describe appropriately the procedures for dealing with residues, out of specification remediated materials and any other rejects from the process 6.12 determine the methods used to treat contaminated land to restore the land for use 6.13 determine the range and nature of operational outputs and residues produced from the remediation of the contaminated land 6.14 determine the storage and handling implications for the remediated material types produced on the site 6.15 determine the types, functions and limitations of materials handling equipment available for use on the site 6.16 determine the lifting and handling techniques that are suitable for the materials being treated on the site 6.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties 6.18 determine the potential hazards to safety, health and the environment arising from the treatment process for remediating contaminated land 6.19 determine how to interpret process documentation and verify that the information is accurate and relates to the remediated materials and residues 6.20 determine how to communicate operational instructions orally and

in writing
6.21 determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome

The learner will:

7. work in a manner which underpins effective performance

Assessment criteria

The learner can:

7.1 encourage others to develop themselves

7.2 apply integrity, fairness & consistency in decision making

7.3 use different leadership styles depending on individual.

Unit 428

Manage site operations for the disposal of hazardous waste to landfill on a single waste stream site

UAN:	K/602/1681
Level:	Level 4
Credit value:	11
GLH:	60
Relationship to NOS:	This unit is linked to NOS WM5d
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes necessary for the disposal of hazardous waste onto or into land.

Learning outcome
The learner will: 1. manage operations for the disposal of hazardous waste to land
Assessment criteria
The learner can: 1.1 implement systems and procedures for hazardous waste disposal operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the disposal operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous waste disposal operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the inspection of hazardous waste in accordance with legislative and organisational requirements 1.5 make arrangements to prevent the escape of hazardous wastes or the outputs and residues of disposal from the site and to deal with bird, insect and vermin nuisance at the site 1.6 maintain the quality of the organisation's work by ensuring that all procedures for hazardous waste disposal to land are adhered to.

Learning outcome
The learner will: 2. control work activities for the disposal of hazardous waste to land
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for disposal operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site 2.4 ensure that staff have received recognised training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the disposal of hazardous wastes to land and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on disposal operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the hazardous waste disposed of to land is left secure at the end of each working day in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the disposal operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of site conditions and hazardous wastes disposed of to land in accordance with legislative and organisational requirements 3.4 advise colleagues and managers about accidents, incidents,

interruptions to work or any situations that require their attention 3.5 maintain a record of training for all staff employed on disposal operations on the site.

Learning outcome
The learner will: 4. resolve problems which arise during and resulting from site operations for the disposal of hazardous waste to land
Assessment criteria
The learner can: 4.1 take action to rectify any staff shortages, equipment deficiencies or external causes that prevent the disposal of hazardous wastes to land 4.2 seek expert advice to resolve situations which are outside the responsibility of the job role 4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures 4.4 make arrangements for the temporary storage or diversion of hazardous wastes when weather conditions or emergencies prevent it being disposed of to land or transferred off site.

Learning outcome
The learner will: 5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the disposal of hazardous waste to landfill on a single waste stream site
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the disposal operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the disposal of hazardous waste to land at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of hazardous waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for the disposal of hazardous wastes to land 6.6 describe appropriately the lifting and handling techniques that are suitable for the hazardous wastes that are being disposed of at the site 6.7 describe appropriately the onsite procedures for securing hazardous wastes disposed of to land on a daily basis 6.8 describe appropriately the records required by legislation and by company procedures in relation to the disposal of hazardous waste to land 6.9 describe appropriately the procedures for dealing with spillages and preventing the escape of hazardous wastes and products of hazardous waste disposal to land 6.10 describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required 6.11 describe appropriately the procedures and documentation required for disposing of hazardous waste to land and the monitoring requirements for the site 6.12 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.13 describe appropriately the procedures for dealing with hazardous waste, out of specification hazardous waste and any other rejects from the process 6.14 determine the importance of ensuring people's understanding of operational instructions and how to do this 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the storage and handling implications for the hazardous waste types handled on the site 6.17 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site 6.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties

- 6.19 determine the potential hazards to safety, health and the environment arising from the disposal of hazardous wastes to land
- 6.20 determine the options and methods for dealing with bird, vermin and insect nuisances
- 6.21 determine how to interpret process documentation and verify that the information is accurate and relates to the hazardous waste disposal process
- 6.22 determine how to communicate operational instructions orally and in writing.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 429

Manage the reception of hazardous waste on a single waste stream site

UAN:	M/602/1620
Level:	Level 4
Credit value:	9
GLH:	55
Relationship to NOS:	This unit is linked to NOS WM1d
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for receiving hazardous waste on a single waste stream site and controlling its reception, inspection and validation.

Learning outcome
The learner will: 1. manage the reception of hazardous waste on a single waste stream site
Assessment criteria
The learner can: 1.1 implement systems and procedures for the reception and validation of hazardous wastes in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that comply with legislative requirements to deal with hazardous wastes that require specific handling and for the rejection of unauthorised hazardous wastes 1.3 establish systems to control the movement of vehicles entering, moving around and leaving the site 1.4 identify hazards and minimise risks to health, safety, and the environment arising from the reception, inspection and validation of hazardous wastes 1.5 ensure that staff implement procedures and comply with the legislative requirements 1.6 ensure all procedures for the reception of hazardous wastes enhance or maintain the quality of the organisation's work 1.7 implement security arrangements to prevent the unauthorised delivery and removal of hazardous wastes on the site.

Learning outcome

The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 give clear instructions to customers and site staff about the procedures for receiving and validating hazardous waste 2.2 maintain records and information systems relating to the reception, inspection and validation of hazardous wastes that are complete, accurate, up-to-date and meet legislative requirements.

Learning outcome
The learner will: 3. resolve problems which arise from managing the reception of hazardous waste on a single waste stream site
Assessment criteria
The learner can: 3.1 seek expert advice to resolve situations which are outside the responsibility of the job role 3.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the reception of hazardous wastes 3.3 notify customers and regulatory authorities of any breaches of the legislative requirements caused by the reception of unacceptable hazardous waste 3.4 advise senior managers of any breaches of security or other situations which require their attention.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for the reception of hazardous waste on a single waste stream site
Assessment criteria
The learner can: 5.1 describe appropriately the specific legislative requirements and guidance applicable to the reception of hazardous waste onto the site 5.2 describe appropriately the planning permission permit and the organisation's working plan for the site 5.3 describe appropriately the waste inspection, and identification procedures and the handling requirements for the types of hazardous waste received on the site 5.4 describe appropriately the uses, purposes and processing requirements for documents relating to the reception and validation of hazardous waste on the site 5.5 describe appropriately the records required by legislation and by company procedures relating to the reception, inspection and validation of hazardous wastes 5.6 describe appropriately the procedures relating to hazardous waste delivered to, and removed from the site 5.7 determine the potential hazards to health, safety, and the environment arising from the reception of hazardous waste 5.8 determine the organisational environmental policy and the risks to the environment and human health resulting from, the reception, inspection and validation of hazardous wastes.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 430

Manage site operations for the disposal of non-hazardous waste to landfill sites

UAN:	L/602/1897
Level:	Level 4
Credit value:	13
GLH:	63
Relationship to NOS:	This unit is linked to NOS WM5b
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes necessary for the disposal of non-hazardous waste onto or into land.

Learning outcome
The learner will: 1. manage operations for the disposal of non-hazardous waste to land
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous waste disposal operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the disposal operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous waste disposal operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the inspection of non-hazardous waste in accordance with legislative and organisational requirements 1.5 make arrangements to prevent the escape of non-hazardous wastes or the outputs and residues of disposal from the site and to deal with bird, insect and vermin nuisance at the site. 1.6 maintain the quality of the organisation's work by ensuring that all procedures for non-hazardous waste disposal to land are adhered to.

Learning outcome
The learner will: 2. control work activities for the disposal of non-hazardous waste to land
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for disposal operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site 2.4 ensure that staff have received recognised training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the disposal of non-hazardous wastes to land and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on disposal operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the non-hazardous waste disposed of to land is left secure at the end of each working day in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the disposal operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of site conditions and non-hazardous wastes disposed of to land in accordance with legislative and organisational requirements 3.4 advise colleagues and managers about accidents, incidents,

interruptions to work or any situations that require their attention 3.5 maintain a record of training for all staff employed on disposal operations on the site.

Learning outcome
The learner will: 4. resolve problems which arise during and resulting from site operations for the disposal of non-hazardous waste to land
Assessment criteria
The learner can: 4.1 take action to rectify any staff shortages, equipment deficiencies or external causes that prevent the disposal of non-hazardous wastes to land 4.2 seek expert advice to resolve situations which are outside the responsibility of the job role 4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures 4.4 make arrangements for the temporary storage or diversion of non-hazardous wastes when weather conditions or emergencies prevent it being disposed of to land or transferred off site.

Learning outcome
The learner will: 5. understand the regulation procedures and requirements for managing site operations for the disposal of non-hazardous waste to landfill sites
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment for non-hazardous waste management activities 5.2 describe appropriately waste management legislation and guidance that is applicable to non-hazardous waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of non-hazardous waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised non-hazardous wastes 5.5 describe appropriately the procedures for the proper management control of work activities on the site 5.6 describe appropriately the organisational environmental policy and procedures applicable to the site 5.7 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the disposal of non-hazardous waste to landfill sites
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the disposal operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the disposal of non-hazardous waste to land at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of non-hazardous waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for the disposal of non-hazardous wastes to land 6.6 describe appropriately the lifting and handling techniques that are suitable for the non-hazardous wastes that are being disposed of at the site 6.7 describe appropriately the onsite procedures for securing non-hazardous wastes disposed of to land on a daily basis 6.8 describe appropriately the records required by legislation and by company procedures in relation to the disposal of non-hazardous waste to land 6.9 describe appropriately the procedures for dealing with spillages and preventing the escape of non-hazardous wastes and products of non-hazardous waste disposal to land 6.10 describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required 6.11 describe appropriately the procedures and documentation required for disposing of non-hazardous waste to land and the monitoring requirements for the site 6.12 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.13 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other rejects from the process 6.14 determine the importance of ensuring people's understanding of operational instructions and how to do this 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the storage and handling implications for the non-hazardous waste types handled on the site 6.17 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site 6.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties

- 6.19 determine the potential hazards to safety, health and the environment arising from the disposal of non-hazardous wastes to land
- 6.20 determine the options and methods for dealing with bird, vermin and insect nuisances
- 6.21 determine how to interpret process documentation and verify that the information is accurate and relates to the non-hazardous waste disposal process
- 6.22 determine how to communicate operational instructions orally and in writing.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 431

Develop schemes for the restoration and aftercare of non-hazardous waste landfill sites

UAN:	Y/602/1451
Level:	Level 4
Credit value:	18
GLH:	121
Relationship to NOS:	This unit is linked to NOS WM15b
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about developing schemes for the progressive or total restoration of a non-hazardous waste landfill site and the aftercare of the restored site.

Learning outcome
The learner will: 1. prepare restoration schemes for non-hazardous waste landfill sites
Assessment criteria
The learner can: 1.1 prepare the restoration scheme to meet the legislative and organisational requirements for progressive or final restoration of the site 1.2 specify the engineering resources required by the scheme for restoration of the site 1.3 specify the materials required for restoration operations identified in the scheme 1.4 implement procedures to be used for restoration operations that comply with legislative requirements 1.5 make arrangements for consultations on the proposed restoration scheme to be carried out with key stakeholders and recorded 1.6 check that a final agreed scheme for the restoration is recorded and communicated to all key stakeholders.

Learning outcome
The learner will: 2. determine the preparation needed for aftercare on non-hazardous waste landfill sites
Assessment criteria
The learner can: 2.1 develop and implement procedures to record and maintain site operating activities that comply with legislative requirements. 2.2 check that proposals for pre-closure site operations meet with the requirements for restoration, aftercare and the intended use of the site 2.3 develop the programme of work and operational instructions relating to the aftercare scheme that contain all the information needed for site staff to carry out the process in accordance with organisational procedures. 2.4 develop and implement effective procedures to ensure site closure complies with legislative and organisational aftercare requirements 2.5 check that consultations on the proposed aftercare scheme are carried out with key stakeholders and recorded 2.6 develop and implement procedures to ensure that accurate records of the restoration scheme are kept to ensure compliance with legislative requirements.

Learning outcome
The learner will: 3. use and communicate data and information
Assessment criteria
The learner can: 3.1 communicate the final details of the aftercare scheme to key stakeholders and all operational staff 3.2 check that the programme of work and operational instructions relating to restoration and aftercare contain all the information needed for site staff to carry out the process in line with organisational procedures 3.3 communicate the programme of work and operational instructions to all site staff in ways which suit the types of information being given 3.4 keep accurate records of restoration and aftercare activity in accordance with legislative and organisational requirements 3.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 3.6 maintain a record of training for all staff employed on all operations to prepare the site for aftercare.

Learning outcome
The learner will: 4. resolve problems which arise from developing schemes for the restoration and aftercare of non-hazardous waste landfill sites
Assessment criteria
The learner can: 4.1 take steps to deal with any circumstances that fail to comply with legislative requirements 4.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority 4.3 resolve any problems which may affect the development of schemes for the restoration and aftercare of the non-hazardous waste landfill site 4.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site being prepared for aftercare 4.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the preparation for aftercare activities from continuing.

Learning outcome
The learner will: 5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for developing schemes for the restoration and aftercare of non-hazardous waste landfill sites
Assessment criteria
The learner can: 6.1 describe appropriately the site procedures for the proper management control of work activities 6.2 describe appropriately the organisational procedures and requirements for restoration operations and the supply and use of the materials required 6.3 describe appropriately the specific legislative requirements and guidance applicable to the aftercare of sites for the disposal of non-hazardous waste to land 6.4 describe appropriately planning permission and the organisation's working plan for the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for preparing it for aftercare 6.6 describe appropriately the on site procedures for securing non-hazardous wastes disposed of to land on a permanent basis 6.7 describe appropriately the records required by legislation and by company procedures in relation to the aftercare of sites used for the disposal of non-hazardous waste to land 6.8 describe appropriately the procedures for dealing with spillages and preventing the escape of non-hazardous wastes and products of non-hazardous waste disposal to land 6.9 describe appropriately the organisational procedures for aftercare operations and the supply and use of the resources required 6.10 describe appropriately the procedures and documentation required for aftercare activities and the monitoring requirements for the site 6.11 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.12 determine the key stakeholders that require involvement in this scheme 6.13 determine the site hydro geological conditions 6.14 determine the controls and management needed for environmental protection systems on the site 6.15 determine the technical skills needed for preparing the site for aftercare operations carried out on the site 6.16 determine how to check that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.17 determine the storage and handling implications for the non-hazardous waste types handled on the site 6.18 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site 6.19 determine the lifting and handling techniques that are suitable for the materials being used to prepare the site for aftercare 6.20 determine how to use risk assessment and the identification of potential work-related hazards and difficulties

- 6.21 determine the potential hazards to safety, health and the environment arising from the disposal of non-hazardous wastes to land
- 6.22 determine the options and methods for dealing with bird, vermin and insect nuisances
- 6.23 determine how to interpret process documentation and verify that the information is accurate and relates to the aftercare process
- 6.24 determine how to communicate operational instructions orally and in writing
- 6.25 determine the importance of checking people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 432

Manage site operations for the disposal of non-hazardous waste to landfill on a single waste stream site

UAN:	T/602/1649
Level:	Level 4
Credit value:	11
GLH:	58
Relationship to NOS:	This unit is linked to NOS WM5e
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes necessary for the disposal of non-hazardous waste onto or into land.

Learning outcome
The learner will: 1. manage operations for the disposal of non-hazardous waste to land
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous waste disposal operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the disposal operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous waste disposal operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the inspection of non-hazardous waste in accordance with legislative and organisational requirements 1.5 make arrangements to prevent the escape of non-hazardous wastes or the outputs and residues of disposal from the site and to deal with bird, insect and vermin nuisance at the site 1.6 maintain the quality of the organisation's work by ensuring that all procedures for non-hazardous waste disposal to land are adhered to.

Learning outcome
The learner will: 2. control work activities for the disposal of non-hazardous waste to land
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for disposal operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site 2.4 ensure that staff have received recognised training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the disposal of non-hazardous wastes to land and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on disposal operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the non-hazardous waste disposed of to land is left secure at the end of each working day in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the disposal operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of site conditions and non-hazardous wastes disposed of to land in accordance with legislative and organisational requirements 3.4 advise colleagues and managers about accidents, incidents,

<p>interruptions to work or any situations that require their attention</p> <p>3.5 maintain a record of training for all staff employed on disposal operations on the site.</p>

Learning outcome
<p>The learner will:</p> <p>4. resolve problems which arise during and resulting from site operations for the disposal of non-hazardous waste to land</p>
Assessment criteria
<p>The learner can:</p> <p>4.1 take action to rectify any staff shortages, equipment deficiencies or external causes that prevent the disposal of non-hazardous wastes to land</p> <p>4.2 seek expert advice to resolve situations which are outside the responsibility of the job role</p> <p>4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures</p> <p>4.4 make arrangements for the temporary storage or diversion of non-hazardous wastes when weather conditions or emergencies prevent it being disposed of to land or transferred off site.</p>

Learning outcome
<p>The learner will:</p> <p>5. understand the underpinning regulations, procedures and requirements for managing waste operations</p>
Assessment criteria
<p>The learner can:</p> <p>5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment</p> <p>5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites</p> <p>5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment</p> <p>5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes</p> <p>5.5 describe appropriately the organisational environmental policy and procedures applicable to the site</p> <p>5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace</p> <p>5.7 describe appropriately the procedures for the proper management control of work activities on the site.</p>

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the disposal of non-hazardous waste to landfill on a single waste stream site
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the disposal operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the disposal of non-hazardous waste to land at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of non-hazardous waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for the disposal of non-hazardous wastes to land 6.6 describe appropriately the lifting and handling techniques that are suitable for the non-hazardous wastes that are being disposed of at the site 6.7 describe appropriately the onsite procedures for securing non-hazardous wastes disposed of to land on a daily basis 6.8 describe appropriately the records required by legislation and by company procedures in relation to the disposal of non-hazardous waste to land 6.9 describe appropriately the procedures for dealing with spillages and preventing the escape of non-hazardous wastes and products of non-hazardous waste disposal to land 6.10 describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required 6.11 describe appropriately the procedures and documentation required for disposing of non-hazardous waste to land and the monitoring requirements for the site 6.12 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.13 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other rejects from the process 6.14 determine the importance of ensuring people's understanding of operational instructions and how to do this 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the storage and handling implications for the non-hazardous waste types handled on the site 6.17 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site 6.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties

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| 6.19 | determine the potential hazards to safety, health and the environment arising from the disposal of non-hazardous wastes to land |
| 6.20 | determine the options and methods for dealing with bird, vermin and insect nuisances |
| 6.21 | determine how to interpret process documentation and verify that the information is accurate and relates to the non-hazardous waste disposal process |
| 6.22 | determine how to communicate operational instructions orally and in writing. |

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 433

Manage site operations for the disposal of inert waste to landfill sites

UAN:	H/602/1677
Level:	Level 4
Credit value:	11
GLH:	57
Relationship to NOS:	This unit is linked to NOS WM5c
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes necessary for the disposal of inert waste onto or into land.

Learning outcome
The learner will: 1. manage operations for the disposal of inert waste to land
Assessment criteria
The learner can: 1.1 implement systems and procedures for inert waste disposal operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the disposal operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from inert waste disposal operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the inspection of inert waste in accordance with legislative and organisational requirements 1.5 make arrangements to prevent the escape of inert wastes or the outputs and residues of disposal from the site and to deal with bird, insect and vermin nuisance at the site 1.6 maintain the quality of the organisation's work by ensuring that all procedures for inert waste disposal to land are adhered to.

Learning outcome
The learner will: 2. control work activities for the disposal of inert waste to land
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for disposal operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site 2.4 ensure that staff have received recognised training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the disposal of inert wastes to land and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to inert wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on disposal operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the inert waste disposed of to land is left secure at the end of each working day in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the disposal operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of site conditions and inert wastes disposed of to land in accordance with legislative and organisational requirements 3.4 advise colleagues and managers about accidents, incidents,

3.5	interruptions to work or any situations that require their attention maintain a record of training for all staff employed on disposal operations on the site.
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Learning outcome	
The learner will:	
4.	resolve problems which arise during and resulting from site operations for the disposal of inert waste to land
Assessment criteria	
The learner can:	
4.1	take action to rectify any staff shortages, equipment deficiencies or external causes that prevent the disposal of inert wastes to land
4.2	seek expert advice to resolve situations which are outside the responsibility of the job role
4.3	formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
4.4	make arrangements for the temporary storage or diversion of inert wastes when weather conditions or emergencies prevent it being disposed of to land or transferred off site.

Learning outcome	
The learner will:	
5.	understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria	
The learner can:	
5.1	describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment
5.2	describe appropriately waste management legislation and guidance that is applicable to waste management sites
5.3	describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
5.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
5.5	describe appropriately the organisational environmental policy and procedures applicable to the site
5.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
5.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the disposal of inert waste to landfill sites
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the disposal operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the disposal of inert waste to land at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of inert waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for the disposal of inert wastes to land 6.6 describe appropriately the lifting and handling techniques that are suitable for the inert wastes that are being disposed of at the site 6.7 describe appropriately the onsite procedures for securing inert wastes disposed of to land on a daily basis 6.8 describe appropriately the records required by legislation and by company procedures in relation to the disposal of inert waste to land 6.9 describe appropriately the procedures for dealing with spillages and preventing the escape of inert wastes and products of inert waste disposal to land 6.10 describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required 6.11 describe appropriately the procedures and documentation required for disposing of inert waste to land and the monitoring requirements for the site 6.12 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.13 describe appropriately the procedures for dealing with inert waste, out of specification inert waste and any other rejects from the process 6.14 determine the importance of ensuring people's understanding of operational instructions and how to do this 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the storage and handling implications for the inert waste types handled on the site 6.17 determine the types, functions and limitations of inert waste handling equipment available for use on the site 6.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties 6.19 determine the potential hazards to safety, health and the environment arising from the disposal of inert wastes to land

6.20	determine the options and methods for dealing with bird, vermin and insect nuisances
6.21	determine how to interpret process documentation and verify that the information is accurate and relates to the inert waste disposal process
6.22	determine how to communicate operational instructions orally and in writing.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 434

Manage the reception of inert waste on a single waste stream site

UAN:	F/602/1668
Level:	Level 4
Credit value:	8
GLH:	50
Relationship to NOS:	This unit is linked to NOS WM1f
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures for receiving inert waste on a single waste stream site and controlling its reception, inspection and validation.

Learning outcome
The learner will: 1. manage the reception of inert waste on a single waste stream site
Assessment criteria
The learner can: 1.1 implement systems and procedures for the reception and validation of inert wastes in accordance with legislative and organisational requirements 1.2 implement and manage systems and procedures that comply with legislative requirements to deal with inert wastes that require specific handling and for the rejection of unauthorised inert wastes 1.3 establish systems to control the movement of vehicles entering, moving around and leaving the site 1.4 identify hazards and minimise risks to health, safety, and the environment arising from the reception, inspection and validation of inert wastes 1.5 ensure that staff implement procedures and comply with the legislative requirements 1.6 ensure all procedures for the reception of inert wastes enhance or maintain the quality of the organisation's work 1.7 implement security arrangements to prevent the unauthorised delivery and removal of inert wastes on the site.

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 give clear instructions to customers and site staff about the procedures for receiving and validating inert waste 2.2 maintain records and information systems relating to the reception, inspection and validation of inert wastes that are complete, accurate, up-to-date and meet legislative requirements.

Learning outcome
The learner will: 3. resolve problems which arise from managing the reception of inert waste on a single waste stream site
Assessment criteria
The learner can: 3.1 seek expert advice to resolve situations which are outside the responsibility of the job role 3.2 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the reception of inert wastes 3.3 notify customers and regulatory authorities of any breaches of the legislative requirements caused by the reception of unacceptable inert waste 3.4 advise senior managers of any breaches of security or other situations which require their attention.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for the reception of inert waste on a single waste stream site
Assessment criteria
The learner can: 5.1 describe appropriately the specific legislative requirements and guidance applicable to the reception of inert waste onto the site 5.2 describe appropriately the planning permission permit and the organisation's working plan for the site 5.3 describe appropriately the waste inspection, and identification procedures and the handling requirements for the types of inert waste received on the site 5.4 describe appropriately the uses, purposes and processing requirements for documents relating to the reception and validation of inert waste on the site 5.5 describe appropriately the records required by legislation and by company procedures relating to the reception, inspection and validation of inert wastes 5.6 describe appropriately the procedures relating to inert waste delivered to, and removed from the site 5.7 determine the potential hazards to health, safety, and the environment arising from the reception of inert waste 5.8 determine the organisational environmental policy and the risks to the environment and human health resulting from, the reception, inspection and validation of inert wastes.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 435

Manage site operations for the disposal of inert waste to landfill on a single waste stream site

UAN:	M/602/1679
Level:	Level 4
Credit value:	11
GLH:	61
Relationship to NOS:	This unit is linked to NOS WM5f
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes necessary for the disposal of inert waste onto or into land.

Learning outcome
The learner will: 1. manage operations for the disposal of inert waste to land
Assessment criteria
The learner can: 1.1 implement systems and procedures for inert waste disposal operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the disposal operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from inert waste disposal operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the inspection of inert waste in accordance with legislative and organisational requirements 1.5 make arrangements to prevent the escape of inert wastes or the outputs and residues of disposal from the site and to deal with bird, insect and vermin nuisance at the site 1.6 maintain the quality of the organisation's work by ensuring that all procedures for inert waste disposal to land are adhered to.

Learning outcome
The learner will: 2. control work activities for the disposal of inert waste to land
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for disposal operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site 2.4 ensure that staff have received recognised training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the disposal of inert wastes to land and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to inert wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on disposal operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the inert waste disposed of to land is left secure at the end of each working day in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the disposal operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of site conditions and inert wastes disposed of to land in accordance with legislative and organisational requirements 3.4 advise colleagues and managers about accidents, incidents,

3.5	interruptions to work or any situations that require their attention maintain a record of training for all staff employed on disposal operations on the site.
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Learning outcome	
The learner will:	
4.	resolve problems which arise during and resulting from site operations for the disposal of inert waste to land
Assessment criteria	
The learner can:	
4.1	take action to rectify any staff shortages, equipment deficiencies or external causes that prevent the disposal of inert wastes to land
4.2	seek expert advice to resolve situations which are outside the responsibility of the job role
4.3	formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
4.4	make arrangements for the temporary storage or diversion of inert wastes when weather conditions or emergencies prevent it being disposed of to land or transferred off site.

Learning outcome	
The learner will:	
5.	understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria	
The learner can:	
5.1	describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment
5.2	describe appropriately waste management legislation and guidance that is applicable to waste management sites
5.3	describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
5.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
5.5	describe appropriately the organisational environmental policy and procedures applicable to the site
5.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
5.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the disposal of inert waste to landfill on a single waste stream site
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the disposal operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the disposal of inert waste to land at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of inert waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for the disposal of inert wastes to land 6.6 describe appropriately the lifting and handling techniques that are suitable for the inert wastes that are being disposed of at the site 6.7 describe appropriately the onsite procedures for securing inert wastes disposed of to land on a daily basis 6.8 describe appropriately the records required by legislation and by company procedures in relation to the disposal of inert waste to land 6.9 describe appropriately the procedures for dealing with spillages and preventing the escape of inert wastes and products of inert waste disposal to land 6.10 describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required 6.11 describe appropriately the procedures and documentation required for disposing of inert waste to land and the monitoring requirements for the site 6.12 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.13 describe appropriately the procedures for dealing with inert waste, out of specification inert waste and any other rejects from the process 6.14 determine the importance of ensuring people's understanding of operational instructions and how to do this 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the storage and handling implications for the inert waste types handled on the site 6.17 determine the types, functions and limitations of inert waste handling equipment available for use on the site 6.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties 6.19 determine the potential hazards to safety, health and the environment arising from the disposal of inert wastes to land

6.20	determine the options and methods for dealing with bird, vermin and insect nuisances
6.21	determine how to interpret process documentation and verify that the information is accurate and relates to the inert waste disposal process
6.22	determine how to communicate operational instructions orally and in writing.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decision 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 436

Manage the reception of non-hazardous waste on a single waste stream site

UAN:	A/602/1667
Level:	Level 4
Credit value:	10
GLH:	54
Relationship to NOS:	This unit is linked to NOS WM15c
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about developing schemes for the progressive or total restoration of an inert waste landfill site and the aftercare of the restored site.

Learning outcome
The learner will: 1. prepare restoration schemes for inert waste landfill sites
Assessment criteria
The learner can: 1.1 prepare the restoration scheme to meet the legislative and organisational requirements for progressive or final restoration of the site 1.2 specify the engineering resources required by the scheme for restoration of the site 1.3 specify the materials required for restoration operations identified in the scheme 1.4 implement procedures to be used for restoration operations that comply with legislative requirements 1.5 make arrangements for consultations on the proposed restoration scheme to be carried out with key stakeholders and recorded 1.6 check that a final agreed scheme for the restoration is recorded and communicated to all key stakeholders.

Learning outcome
The learner will: 2. determine the preparation needed for aftercare on inert waste landfill sites
Assessment criteria
The learner can: 2.1 develop and implement procedures to record and maintain site operating activities that comply with legislative requirements 2.2 check that proposals for pre-closure site operations meet with the requirements for restoration, aftercare and the intended use of the site 2.3 develop the programme of work and operational instructions relating to the aftercare scheme that contain all the information needed for site staff to carry out the process in accordance with organisational procedures 2.4 develop and implement effective procedures to ensure site closure complies with legislative and organisational aftercare requirements 2.5 check that consultations on the proposed aftercare scheme are carried out with key stakeholders and recorded 2.6 develop and implement procedures to ensure that accurate records of the restoration scheme are kept to ensure compliance with legislative requirements.

Learning outcome
The learner will: 3. use and communicate data and information
Assessment criteria
The learner can: 3.1 communicate the final details of the aftercare scheme to key stakeholders and all operational staff 3.2 check that the programme of work and operational instructions relating to restoration and aftercare contain all the information needed for site staff to carry out the process in line with organisational procedures 3.3 communicate the programme of work and operational instructions to all site staff in ways which suit the types of information being given 3.4 keep accurate records of restoration and aftercare activity in accordance with legislative and organisational requirements 3.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 3.6 maintain a record of training for all staff employed on all operations to prepare the site for aftercare.

Learning outcome

The learner will:

4. resolve problems which arise from developing schemes for the restoration and aftercare of inert waste landfill sites

Assessment criteria

The learner can:

- 4.1 take steps to deal with any circumstances that fail to comply with legislative requirements
- 4.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority
- 4.3 resolve any problems which may affect the development of schemes for the restoration and aftercare of the inert waste landfill site
- 4.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site being prepared for aftercare
- 4.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the preparation for aftercare activities from continuing.

Unit 437

Develop schemes for the restoration and aftercare of inert waste landfill sites

UAN:	R/602/1450
Level:	Level 4
Credit value:	14
GLH:	100
Relationship to NOS:	This unit is linked to NOS WM15c
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about developing schemes for the progressive or total restoration of an inert waste landfill site and the aftercare of the restored site.

Learning outcome
The learner will: 1. prepare restoration schemes for inert waste landfill sites
Assessment criteria
The learner can: 1.1 prepare the restoration scheme to meet the legislative and organisational requirements for progressive or final restoration of the site 1.2 specify the engineering resources required by the scheme for restoration of the site 1.3 specify the materials required for restoration operations identified in the scheme 1.4 implement procedures to be used for restoration operations that comply with legislative requirements 1.5 make arrangements for consultations on the proposed restoration scheme to be carried out with key stakeholders and recorded 1.6 check that a final agreed scheme for the restoration is recorded and communicated to all key stakeholders.

Learning outcome
The learner will: 2. determine the preparation needed for aftercare on inert waste landfill sites
Assessment criteria
The learner can: 2.1 develop and implement procedures to record and maintain site operating activities that comply with legislative requirements 2.2 check that proposals for pre-closure site operations meet with the requirements for restoration, aftercare and the intended use of the site 2.3 develop the programme of work and operational instructions relating to the aftercare scheme that contain all the information needed for site staff to carry out the process in accordance with organisational procedures 2.4 develop and implement effective procedures to ensure site closure complies with legislative and organisational aftercare requirements 2.5 check that consultations on the proposed aftercare scheme are carried out with key stakeholders and recorded 2.6 develop and implement procedures to ensure that accurate records of the restoration scheme are kept to ensure compliance with legislative requirements.

Learning outcome
The learner will: 3. use and communicate data and information
Assessment criteria
The learner can: 3.1 communicate the final details of the aftercare scheme to key stakeholders and all operational staff 3.2 check that the programme of work and operational instructions relating to restoration and aftercare contain all the information needed for site staff to carry out the process in line with organisational procedures 3.3 communicate the programme of work and operational instructions to all site staff in ways which suit the types of information being given 3.4 keep accurate records of restoration and aftercare activity in accordance with legislative and organisational requirements 3.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 3.6 maintain a record of training for all staff employed on all operations to prepare the site for aftercare.

Learning outcome
The learner will: 4. resolve problems which arise from developing schemes for the restoration and aftercare of inert waste landfill sites
Assessment criteria
The learner can: 4.1 take steps to deal with any circumstances that fail to comply with legislative requirements 4.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority 4.3 resolve any problems which may affect the development of schemes for the restoration and aftercare of the inert waste landfill site 4.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site being prepared for aftercare 4.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the preparation for aftercare activities from continuing.

Learning outcome
The learner will: 5. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for developing schemes for the restoration and aftercare of inert waste landfill sites
Assessment criteria
The learner can: 6.1 describe appropriately the site procedures for the proper management control of work activities 6.2 describe appropriately the organisational procedures and requirements for restoration operations and the supply and use of the materials required 6.3 describe appropriately the specific legislative requirements and guidance applicable to the aftercare of sites for the disposal of inert waste to land 6.4 describe appropriately planning permission and the organisation's working plan for the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for preparing it for aftercare 6.6 describe appropriately the on site procedures for securing inert wastes disposed of to land on a permanent basis 6.7 describe appropriately the records required by legislation and by company procedures in relation to the aftercare of sites used for the disposal of inert waste to land 6.8 describe appropriately the procedures for dealing with spillages and preventing the escape of inert wastes and products of inert waste disposal to land 6.9 describe appropriately the organisational procedures for aftercare operations and the supply and use of the resources required 6.10 describe appropriately the procedures and documentation required for aftercare activities and the monitoring requirements for the site 6.11 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.12 determine the key stakeholders that require involvement in this scheme 6.13 determine the site hydro geological conditions 6.14 determine the controls and management needed for environmental protection systems on the site 6.15 determine the technical skills needed for preparing the site for aftercare operations carried out on the site 6.16 determine how to check that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.17 determine the storage and handling implications for the inert waste types handled on the site 6.18 determine the types, functions and limitations of inert waste handling equipment available for use on the site 6.19 determine the lifting and handling techniques that are suitable for the materials being used to prepare the site for aftercare 6.20 determine how to use risk assessment and the identification of potential work-related hazards and difficulties

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| 6.21 | determine the potential hazards to safety, health and the environment arising from the disposal of inert wastes to land |
| 6.22 | determine the options and methods for dealing with bird, vermin and insect nuisances |
| 6.23 | determine how to interpret process documentation and verify that the information is accurate and relates to the aftercare process |
| 6.24 | determine how to communicate operational instructions orally and in writing |
| 6.25 | determine the importance of checking people's understanding of operational instructions and how to do this. |

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 438

Manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations

UAN:	L/602/1429
Level:	Level 4
Credit value:	13
GLH:	79
Relationship to NOS:	This unit is linked to NOS WM7c
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the transfer of outputs and safe disposal of residues arising from non-hazardous waste treatment and recovery operations.

Learning outcome
The learner will: 1. manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from the non-hazardous waste treatment or recovery operation in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of resources needed to carry out the loading, transport or energy transfer operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the non-hazardous waste treatment and recovery processes

1.6	implement procedures and controls for the safe transfer of energy outputs from the non-hazardous waste treatment or recovery process
1.7	maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste transfer and disposal processes are adhered to.

Learning outcome	
The learner will:	
2.	use and communicate data and information
Assessment criteria	
The learner can:	
2.1	make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures
2.2	communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given
2.3	ensure that documentation is completed accurately and complies with legislation and organisational requirements
2.4	keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements
2.5	advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention
2.6	maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.

Learning outcome	
The learner will:	
3.	resolve problems which arise from the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery
Assessment criteria	
The learner can:	
3.1	take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues
3.2	seek advice to resolve situations which are outside the responsibility of the job role
3.3	formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome	
The learner will:	
4.	understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria	
The learner can:	
4.1	describe appropriately the relevant legislation, regulations and

	codes of practice applicable to safety, health and the environment
4.2	describe appropriately waste management legislation and guidance that is applicable to waste management sites
4.3	describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
4.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
4.5	describe appropriately the organisational environmental policy and procedures applicable to the site
4.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
4.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome	
The learner will:	
5.	understand the specific regulation procedures and requirements for managing the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations
Assessment criteria	
The learner can:	
5.1	describe appropriately the organisational procedures for the management of personnel and work activities
5.2	describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of non-hazardous waste from the site
5.3	describe appropriately planning permission and the organisation's working plan for the site
5.4	describe appropriately the quality inspection and identification procedures and the handling requirements for the types of non-hazardous waste recovered at the site
5.5	describe appropriately the operating procedures for all machinery, plant and equipment used on the site
5.6	describe appropriately the lifting and handling techniques suitable for the recovered non-hazardous wastes and residues that are being transported from the site
5.7	describe appropriately the onsite procedures for the management of storage of the outputs and residues from transfer processes
5.8	describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered non-hazardous wastes and residues
5.9	describe appropriately the procedures for dealing with spillages
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of non-hazardous waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification recovered non-hazardous waste and any other rejects from the process
5.13	describe appropriately the regulations for the export of energy

	from the site and the controls required for the export process
5.14	describe appropriately the methods used to communicate operational instructions orally and in writing
5.15	determine the storage and handling implications for the recovered non-hazardous waste types produced on the site
5.16	determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site
5.17	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.18	determine the potential hazards to safety, health and the environment arising from the loading and transport of non-hazardous wastes
5.19	determine how to interpret documentation and verify that the information is accurate and relates to the recovered non-hazardous wastes and residues
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome	
The learner will:	
6.	work in a manner which underpins effective performance
Assessment criteria	
The learner can:	
6.1	be assertive in making decisions
6.2	pursue accountability of staff for delegated responsibilities
6.3	reflect critically on personal achievements to inform future actions.

Unit 439

Manage site operations for the disposal of hazardous waste to landfill sites

UAN:	H/602/1632
Level:	Level 4
Credit value:	22
GLH:	179
Relationship to NOS:	This unit is linked to NOS WM5a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the procedures and processes necessary for the disposal of hazardous waste onto or into land.

Learning outcome
The learner will: 1. manage operations for the disposal of hazardous waste to land
Assessment criteria
The learner can: 1.1 implement systems and procedures for hazardous waste disposal operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the disposal operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous waste disposal operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the inspection of hazardous waste in accordance with legislative and organisational requirements 1.5 make arrangements to prevent the escape of hazardous wastes or the outputs and residues of disposal from the site and to deal with bird, insect and vermin nuisance at the site 1.6 maintain the quality of the organisation's work by ensuring that all procedures for hazardous waste disposal to land are adhered to.

Learning outcome
The learner will: 2. control work activities for the disposal of hazardous waste to land
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for disposal operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site 2.4 ensure that staff have received recognised training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to the disposal of hazardous wastes to land and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on disposal operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the hazardous waste disposed of to land is left secure at the end of each working day in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the disposal operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of site conditions and hazardous wastes disposed of to land in accordance with legislative and organisational requirements 3.4 advise colleagues and managers about accidents, incidents,

<p>interruptions to work or any situations that require their attention</p> <p>3.5 maintain a record of training for all staff employed on disposal operations on the site.</p>

Learning outcome
<p>The learner will:</p> <p>4. resolve problems which arise during and resulting from site operations for the disposal of hazardous waste to land</p>
Assessment criteria
<p>The learner can:</p> <p>4.1 take action to rectify any staff shortages, equipment deficiencies or external causes that prevent the disposal of hazardous wastes to land</p> <p>4.2 seek expert advice to resolve situations which are outside the responsibility of the job role</p> <p>4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures</p> <p>4.4 make arrangements for the temporary storage or diversion of hazardous wastes when weather conditions or emergencies prevent it being disposed of to land or transferred off site.</p>

Learning outcome
<p>The learner will:</p> <p>5. understand the underpinning regulations, procedures and requirements for managing waste operations</p>
Assessment criteria
<p>The learner can:</p> <p>5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment</p> <p>5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites</p> <p>5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment</p> <p>5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes</p> <p>5.5 describe appropriately the organisational environmental policy and procedures applicable to the site</p> <p>5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace</p> <p>5.7 describe appropriately the procedures for the proper management control of work activities on the site.</p>

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for managing site operations for the disposal of hazardous waste to landfill sites
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the disposal operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the disposal of hazardous waste to land at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of hazardous waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for the disposal of hazardous wastes to land 6.6 describe appropriately the lifting and handling techniques that are suitable for the hazardous wastes that are being disposed of at the site 6.7 describe appropriately the onsite procedures for securing hazardous wastes disposed of to land on a daily basis 6.8 describe appropriately the records required by legislation and by company procedures in relation to the disposal of hazardous waste to land. 6.9 describe appropriately the procedures for dealing with spillages and preventing the escape of hazardous wastes and products of hazardous waste disposal to land 6.10 describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required 6.11 describe appropriately the procedures and documentation required for disposing of hazardous waste to land and the monitoring requirements for the site 6.12 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.13 describe appropriately the procedures for dealing with hazardous waste, out of specification hazardous waste and any other rejects from the process 6.14 determine the importance of ensuring people's understanding of operational instructions and how to do this 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the storage and handling implications for the hazardous waste types handled on the site 6.17 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site 6.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties

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| 6.19 determine the potential hazards to safety, health and the environment arising from the disposal of hazardous wastes to land |
| 6.20 determine the options and methods for dealing with bird, vermin and insect nuisances |
| 6.21 determine how to interpret process documentation and verify that the information is accurate and relates to the hazardous waste disposal process |
| 6.22 determine how to communicate operational instructions orally and in writing. |

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 440

Manage the transfer of outputs and disposal of residues from hazardous waste transfer and recovery operations

UAN:	A/602/1510
Level:	Level 4
Credit value:	11
GLH:	71
Relationship to NOS:	This unit is linked to NOS WM7f
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the transfer of outputs and safe disposal of residues arising from hazardous waste transfer and recovery operations.

Learning outcome
The learner will: 1. manage the transfer of outputs and disposal of residues from hazardous waste transfer and recovery
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from the hazardous waste transfer or recovery operation in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of resources needed to carry out the loading, transport or energy transfer operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the hazardous waste transfer and recovery processes

- 1.6 implement procedures and controls for the safe transfer of energy outputs from the hazardous waste transfer or recovery process
- 1.7 maintain the quality of the organisation's work by ensuring that all procedures and hazardous waste transfer and disposal processes are adhered to

Learning outcome
The learner will: 2. use and communicate data and information
Assessment criteria
The learner can: 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.3 ensure that documentation is completed accurately and complies with legislation and organisational requirements 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.

Learning outcome
The learner will: 3. resolve problems which arise from the transfer of outputs and disposal of residues from hazardous waste transfer and recovery
Assessment criteria
The learner can: 3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues 3.2 seek advice to resolve situations which are outside the responsibility of the job role 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and

	guidance that is applicable to waste management sites
4.3	describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
4.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
4.5	describe appropriately the organisational environmental policy and procedures applicable to the site
4.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
4.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome	
	The learner will:
5.	understand the specific regulation procedures and requirements for managing the transfer of outputs and disposal of residues from hazardous waste transfer and recovery operations
Assessment criteria	
	The learner can:
5.1	describe appropriately the organisational procedures for the management of personnel and work activities
5.2	describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of hazardous waste from the site
5.3	describe appropriately planning permission and the organisation's working plan for the site
5.4	describe appropriately the quality inspection and identification procedures and the handling requirements for the types of hazardous waste recovered at the site
5.5	describe appropriately the operating procedures for all machinery, plant and equipment used on the site
5.6	describe appropriately the lifting and handling techniques suitable for the recovered hazardous wastes and residues that are being transported from the site
5.7	describe appropriately the onsite procedures for the management of storage of the outputs and residues from transfer processes
5.8	describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered hazardous wastes and residues
5.9	describe appropriately the procedures for dealing with spillages
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of hazardous waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification recovered hazardous waste and any other rejects from the process
5.13	describe appropriately the regulations for the export of energy from the site and the controls required for the export process
5.14	describe appropriately the methods used to communicate

operational instructions orally and in writing
5.15 determine the storage and handling implications for the recovered hazardous waste types produced on the site
5.16 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site
5.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.18 determine the potential hazards to safety, health and the environment arising from the loading and transport of hazardous wastes
5.19 determine how to interpret documentation and verify that the information is accurate and relates to the recovered hazardous wastes and residues
5.20 determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.

Unit 441

Manage site operations on a non-hazardous waste biological treatment facility

UAN:	D/602/1676
Level:	4
Credit value:	16
GLH:	56
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage treatment operations on a non hazardous waste biological treatment facility
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous waste biological treatment operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the non-hazardous waste biological treatment operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from non hazardous waste biological treatment operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the non hazardous waste biological treatment processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs and residues from the non-hazardous waste biological treatment process. 1.6 maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste biological treatment processes are adhered to.

Learning outcome
The learner will: 2. Control work activities on sites treating waste

Assessment criteria
<p>The learner can:</p> <ul style="list-style-type: none"> 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for non-hazardous waste biological treatment operations. 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements. 2.3 monitor and maintain systems to ensure there are sufficient personnel with appropriate expertise available at the work site. 2.4 ensure that staff have received training before using any machinery, plant or equipment. 2.5 ensure that staff understand the procedures relating to non-hazardous waste biological treatment and implement them in full compliance with legislative and organisational requirements. 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards. 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely. 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems. 2.9 monitor staff activity on non-hazardous waste biological treatment operations to ensure they enhance or maintain the quality of the organisation's work. 2.10 ensure that the outputs and residues from the non-hazardous waste biological treatment processes are stored correctly in accordance with legislative and organisational procedures. 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
<p>The learner will:</p> <ul style="list-style-type: none"> 3. Use, record and communicate data and information
Assessment criteria
<p>The learner can:</p> <ul style="list-style-type: none"> 3.1 make sure the programme of work and operational instructions relating to the non-hazardous waste biological treatment operations contain all the information needed for site personnel to carry out the process in line with organisational procedures. 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given. 3.3 keep accurate records of non-hazardous wastes treated and of the control parameters for the biological treatment process in accordance with legislative and organisational requirements. 3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention. 3.5 maintain a record of training for all staff employed on non-hazardous waste biological treatment operations on the site.

Learning outcome
The learner will: 4. Resolve problems which arise from operations for the biological treatment of non-hazardous waste
Assessment criteria
The learner can: 4.1 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the biological treatment of non hazardous waste. 4.2 seek advice to resolve situations which are outside the responsibility of the job role. 4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures. 4.4 make arrangements for treatment or disposal for any batches of material that fail to meet the quality standards required for the non hazardous waste biological treatment process.

Learning outcome
The learner will: 5. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites. 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes. 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site. 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. Understand the specific regulation procedures and requirements for managing site operations for the biological treatment of non-hazardous waste
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the non-hazardous waste biological treatment operations carried out on the site. 6.2 describe appropriately the specific legislative requirements and

- guidance applicable to the biological treatment of non-hazardous waste at the site.
- 6.3 describe appropriately planning permission and the organisation's working plan for the site.
 - 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of non-hazardous waste received on the site.
 - 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for treating non-hazardous wastes.
 - 6.6 describe appropriately the storage and handling implications for the non-hazardous waste types handled on the site.
 - 6.7 describe appropriately the lifting and handling techniques that are suitable for the non-hazardous wastes that are being treated on the site.
 - 6.8 describe appropriately the on site procedures for the management of storage of the outputs from non-hazardous waste biological treatment processes.
 - 6.9 describe appropriately the records required by legislation and by company procedures in relation to the biological treatment of non-hazardous waste.
 - 6.10 describe appropriately the procedures for dealing with spillages.
 - 6.11 describe appropriately the organisational procedures for non-hazardous waste biological treatment operations and the supply and use of the resources required.
 - 6.12 describe appropriately the procedures and documentation required for biological treatment of non hazardous waste to specific standards.
 - 6.13 describe appropriately the Control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances received, handled and used on the site.
 - 6.14 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other residues from the process.
 - 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit.
 - 6.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site.
 - 6.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.
 - 6.18 determine the potential hazards to safety, health and the environment arising from the biological treatment of non-hazardous wastes.
 - 6.19 determine how to interpret process documentation and verify that the information is accurate and relates to the non-hazardous waste biological treatment process.
 - 6.20 determine how to communicate operational instructions orally and in writing.
 - 6.21 determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions. 7.2 pursue accountability of staff for delegated responsibilities. 7.3 reflect critically on personal achievements to inform future actions.

Unit 442

Manage the transfer of outputs and disposal of residues from biological treatment operations

UAN:	Y/602/1417
Level:	4
Credit value:	10
GLH:	66
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and disposal of residues from biological treatment operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from biological treatment operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, and transport operations from the site 1.3 identify hazards and minimise risks to health, safety and the environment from output and residue transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements 1.5 make arrangements for the safe loading of the outputs and residues from the biological treatment processes 1.6 maintain the quality of the organisation's work by ensuring that all procedures and waste transfer and disposal processes are adhered to.

Learning outcome
The learner will: 2. Use and communicate data and information
Assessment criteria
The learner can: 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site 2.7 implement and maintain a system to record testing and analysis data on outputs 2.8 prepare data sheets to inform users of the composted outputs about the characteristics of the material

Learning outcome
The learner will: 3. Resolve problems which arise from the transfer of outputs and disposal of residues from biological treatment operations
Assessment criteria
The learner can: 3.1 take action to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues 3.2 seek expert advice to resolve situations which are outside the responsibility of the job role 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand 3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available 3.5 make arrangements for reprocessing or the disposal of outputs that have failed to meet the prescribed standards for the site.

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and disposal of residues from biological treatment operations
Assessment criteria
The learner can: 5.1 describe appropriately the biological treatment standards and regulatory requirements to be met for recognition of product status for the outputs 5.2 describe appropriately the organisational procedures for the management of personnel and work activities 5.3 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site 5.4 describe appropriately planning permission and the organisation's working plan for the site 5.5 describe appropriately the quality inspection and identification procedures and the handling requirements for the outputs from the site 5.6 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered wastes and residues 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from biological treatment processes 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered wastes and residues

5.9	describe appropriately the procedures for dealing with spillages
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required
5.11	describe appropriately the procedures and documentation required for the transport of waste to comply with legislative requirements and guidance
5.12	describe appropriately the procedures for dealing with residues, out of specification composted materials and any other rejects from the process
5.13	determine the storage and handling implications for the output materials produced on the site
5.14	determine the types, functions and limitations of waste handling equipment available for use on the site
5.15	determine the lifting and handling techniques that are suitable for the outputs and residues that are being transported from the site
5.16	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.17	determine the potential hazards to safety, health and the environment arising from the loading and transport of outputs and residues from the site
5.18	determine how to interpret process documentation and verify that the information is accurate and relates to the recovered wastes and residues
5.19	determine how to communicate operational instructions orally and in writing
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding

Learning outcome
The learner will: 6. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 encourage others to develop themselves 6.2 apply integrity, fairness & consistency in decision making 6.3 use different leadership styles depending on individual.

Unit 443

Manage site operations on a non-hazardous waste biological open windrow composting treatment facility

UAN:	D/602/1628
Level:	4
Credit value:	14
GLH:	84
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage treatment operations on a non hazardous waste biological open windrow composting treatment facility
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous waste biological treatment operations in accordance with legislative and organisational requirements 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the non-hazardous waste biological treatment operations on the site 1.3 identify hazards and minimise risks to health, safety and the environment from non hazardous waste biological treatment operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment 1.4 implement and maintain recording and information systems specifically relating to the non hazardous waste biological treatment processes in accordance with legislative and organisational requirements 1.5 make arrangements for the safe storage of the outputs and residues from the non-hazardous waste biological treatment process 1.6 maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste biological treatment processes are adhered to.

Learning outcome
The learner will: 2. Control work activities on sites treating waste
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for non-hazardous waste biological treatment operations 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements 2.3 monitor and maintain systems to ensure there are sufficient personnel with appropriate expertise available at the work site 2.4 ensure that staff have received training before using any machinery, plant or equipment 2.5 ensure that staff understand the procedures relating to non-hazardous waste biological treatment and implement them in full compliance with legislative and organisational requirements 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems 2.9 monitor staff activity on non-hazardous waste biological treatment operations to ensure they enhance or maintain the quality of the organisation's work 2.10 ensure that the outputs and residues from the non-hazardous waste biological treatment processes are stored correctly in accordance with legislative and organisational procedures 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. Use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the non-hazardous waste biological treatment operations contain all the information needed for site personnel to carry out the process in line with organisational procedures 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given 3.3 keep accurate records of non-hazardous wastes treated and of the control parameters for the biological treatment process in accordance with legislative and organisational requirements

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|-----|---------------------------------------------------------------------------------------------------------------------------------|
| 3.4 | advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention |
| 3.5 | maintain a record of training for all staff employed on non-hazardous waste biological treatment operations on the site. |

Learning outcome
The learner will: 4. Resolve problems which arise from operations for the biological open windrow composting treatment of non-hazardous waste
Assessment criteria
The learner can: 4.1 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the biological treatment of non hazardous waste 4.2 seek advice to resolve situations which are outside the responsibility of the job role 4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures 4.4 make arrangements for treatment or disposal for any batches of material that fail to meet the quality standards required for the non hazardous waste biological treatment process

Learning outcome
The learner will: 5. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. Understand the specific regulation procedures and requirements for managing site operations for the biological open windrow composting treatment of non-hazardous waste
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the non-hazardous waste biological treatment operations carried out on the site 6.2 describe appropriately the specific legislative requirements and guidance applicable to the biological treatment of non-hazardous waste at the site 6.3 describe appropriately planning permission and the organisation's working plan for the site 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of non-hazardous waste received on the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for treating non-hazardous wastes 6.6 describe appropriately the storage and handling implications for the non-hazardous waste types handled on the site 6.7 describe appropriately the lifting and handling techniques that are suitable for the non-hazardous wastes that are being treated on the site 6.8 describe appropriately the on site procedures for the management of storage of the outputs from non-hazardous waste biological treatment processes 6.9 describe appropriately the records required by legislation and by company procedures in relation to the biological treatment of non-hazardous waste 6.10 describe appropriately the procedures for dealing with spillages 6.11 describe appropriately the organisational procedures for non-hazardous waste biological treatment operations and the supply and use of the resources required 6.12 describe appropriately the procedures and documentation required for biological treatment of non hazardous waste to specific standards 6.13 describe appropriately the Control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances received, handled and used on the site 6.14 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other residues from the process 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site 6.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties 6.18 determine the potential hazards to safety, health and the

environment arising from the biological treatment of non-hazardous wastes
6.19 determine how to interpret process documentation and verify that the information is accurate and relates to the non-hazardous waste biological treatment process
6.20 determine how to communicate operational instructions orally and in writing
6.21 determine the importance of ensuring people's understanding of operational instructions and how to do this

Learning outcome
The learner will: 7. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 444

Manage the transfer of outputs and disposal of residues from biological in-vessel composting treatment operations

UAN:	H/602/1419
Level:	4
Credit value:	22
GLH:	66
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and disposal of residues from biological in-vessel composting treatment operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from biological treatment operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, and transport operations from the site. 1.3 identify hazards and minimise risks to health, safety and the environment from output and residue transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe loading of the outputs and residues from the biological treatment processes. 1.6 maintain the quality of the organisation's work by ensuring that all procedures and waste transfer and disposal processes are adhered to.

Learning outcome
The learner will: 2. Use and communicate data and information
Assessment criteria
The learner can: 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures. 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given. 2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements. 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements. 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention. 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site. 2.7 implement and maintain a system to record testing and analysis data on outputs. 2.8 prepare data sheets to inform users of the composted outputs about the characteristics of the material.

Learning outcome
The learner will: 3. Resolve problems which arise from the transfer of outputs and disposal of residues from biological in-vessel composting treatment operations
Assessment criteria
The learner can: 3.1 take action to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues. 3.2 seek expert advice to resolve situations which are outside the responsibility of the job role. 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand. 3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available. 3.5 make arrangements for reprocessing or the disposal of outputs that have failed to meet the prescribed standards for the site.

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites. 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes. 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site. 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and disposal of residues from biological in-vessel composting treatment operations
Assessment criteria
The learner can: 5.1 describe appropriately the biological treatment standards and regulatory requirements to be met for recognition of product status for the outputs. 5.2 describe appropriately the organisational procedures for the management of personnel and work activities. 5.3 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site. 5.4 describe appropriately planning permission and the organisation's working plan for the site. 5.5 describe appropriately the quality inspection and identification procedures and the handling requirements for the outputs from the site. 5.6 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered wastes and residues. 5.7 describe appropriately the onsite procedures for the management of storage of the outputs and residues from biological treatment processes. 5.8 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of recovered wastes and residues.

5.9	describe appropriately the procedures for dealing with spillages.
5.10	describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required.
5.11	describe appropriately the procedures and documentation required for the transport of waste to comply with legislative requirements and guidance.
5.12	describe appropriately the procedures for dealing with residues, out of specification composted materials and any other rejects from the process.
5.13	determine the storage and handling implications for the output materials produced on the site.
5.14	determine the types, functions and limitations of waste handling equipment available for use on the site.
5.15	determine the lifting and handling techniques that are suitable for the outputs and residues that are being transported from the site.
5.16	determine how to use risk assessment and the identification of potential work-related hazards and difficulties.
5.17	determine the potential hazards to safety, health and the environment arising from the loading and transport of outputs and residues from the site.
5.18	determine how to interpret process documentation and verify that the information is accurate and relates to the recovered wastes and residues.
5.19	determine how to communicate operational instructions orally and in writing.
5.20	determine the importance of ensuring people's understanding of operational instructions and how to check understanding.

Learning outcome
The learner will: 6. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 encourage others to develop themselves. 6.2 apply integrity, fairness & consistency in decision making. 6.3 use different leadership styles depending on individual.

Unit 445

Manage site operations on a non-hazardous waste biological in-vessel composting treatment facility

UAN:	Y/602/1630
Level:	4
Credit value:	15
GLH:	99
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage treatment operations on a non hazardous waste biological in-vessel composting treatment facility
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous waste biological treatment operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the non-hazardous waste biological treatment operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from non hazardous waste biological treatment operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the non hazardous waste biological treatment processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs and residues from the non-hazardous waste biological treatment process. 1.6 maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste biological treatment processes are adhered to.

Learning outcome
The learner will: 2. Control work activities on sites treating waste
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for non-hazardous waste biological treatment operations. 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements. 2.3 monitor and maintain systems to ensure there are sufficient personnel with appropriate expertise available at the work site. 2.4 ensure that staff have received training before using any machinery, plant or equipment. 2.5 ensure that staff understand the procedures relating to non-hazardous waste biological treatment and implement them in full compliance with legislative and organisational requirements. 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards. 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely. 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems. 2.9 monitor staff activity on non-hazardous waste biological treatment operations to ensure they enhance or maintain the quality of the organisation's work. 2.10 ensure that the outputs and residues from the non-hazardous waste biological treatment processes are stored correctly in accordance with legislative and organisational procedures. 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. Use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the non-hazardous waste biological treatment operations contain all the information needed for site personnel to carry out the process in line with organisational procedures. 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given. 3.3 keep accurate records of non-hazardous wastes treated and of the control parameters for the biological treatment process in accordance with legislative and organisational requirements.

- 3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.
- 3.5 maintain a record of training for all staff employed on non-hazardous waste biological treatment operations on the site.

Learning outcome
The learner will:
4. Resolve problems which arise from operations for the biological in-vessel composting treatment of non-hazardous waste
Assessment criteria
The learner can:
4.1 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the biological treatment of non hazardous waste.
4.2 seek advice to resolve situations which are outside the responsibility of the job role.
4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.
4.4 make arrangements for treatment or disposal for any batches of material that fail to meet the quality standards required for the non hazardous waste biological treatment process.

Learning outcome
The learner will:
5. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can:
5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment.
5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites.
5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment.
5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes.
5.5 describe appropriately the organisational environmental policy and procedures applicable to the site.
5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.
5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. Understand the specific regulation procedures and requirements for managing site operations for the biological in-vessel composting treatment of non-hazardous waste
Assessment criteria
The learner can: 6.1 describe appropriately the technical skills needed for the non-hazardous waste biological treatment operations carried out on the site. 6.2 describe appropriately the specific legislative requirements and guidance applicable to the biological treatment of non-hazardous waste at the site. 6.3 describe appropriately planning permission and the organisation's working plan for the site. 6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of non-hazardous waste received on the site. 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for treating non-hazardous wastes. 6.6 describe appropriately the storage and handling implications for the non-hazardous waste types handled on the site. 6.7 describe appropriately the lifting and handling techniques that are suitable for the non-hazardous wastes that are being treated on the site. 6.8 describe appropriately the on site procedures for the management of storage of the outputs from non-hazardous waste biological treatment processes. 6.9 describe appropriately the records required by legislation and by company procedures in relation to the biological treatment of non-hazardous waste. 6.10 describe appropriately the procedures for dealing with spillages. 6.11 describe appropriately the organisational procedures for non-hazardous waste biological treatment operations and the supply and use of the resources required. 6.12 describe appropriately the procedures and documentation required for biological treatment of non hazardous waste to specific standards. 6.13 describe appropriately the Control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances received, handled and used on the site. 6.14 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other residues from the process. 6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit. 6.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site. 6.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties. 6.18 determine the potential hazards to safety, health and the

environment arising from the biological treatment of non-hazardous wastes.

- 6.19 determine how to interpret process documentation and verify that the information is accurate and relates to the non-hazardous waste biological treatment process.
- 6.20 determine how to communicate operational instructions orally and in writing.
- 6.21 determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions. 7.2 pursue accountability of staff for delegated responsibilities. 7.3 reflect critically on personal achievements to inform future actions.

Unit 447

Manage site operations on a non-hazardous waste biological anaerobic digestion treatment facility

UAN:	K/602/1678
Level:	4
Credit value:	14
GLH:	61
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage treatment operations on a non hazardous waste biological anaerobic digestion treatment facility
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous waste biological treatment operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the non-hazardous waste biological treatment operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from non hazardous waste biological treatment operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the non hazardous waste biological treatment processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs and residues from the non-hazardous waste biological treatment process. 1.6 maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous waste biological treatment processes are adhered to.

Learning outcome
The learner will: 2. Control work activities on sites treating waste
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for non-hazardous waste biological treatment operations. 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements. 2.3 monitor and maintain systems to ensure there are sufficient personnel with appropriate expertise available at the work site. 2.4 ensure that staff have received training before using any machinery, plant or equipment. 2.5 ensure that staff understand the procedures relating to non-hazardous waste biological treatment and implement them in full compliance with legislative and organisational requirements. 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards. 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely. 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present unexpected health problems. 2.9 monitor staff activity on non-hazardous waste biological treatment operations to ensure they enhance or maintain the quality of the organisation's work. 2.10 ensure that the outputs and residues from the non-hazardous waste biological treatment processes are stored correctly in accordance with legislative and organisational procedures. 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.

Learning outcome
The learner will: 3. Use, record and communicate data and information
Assessment criteria
The learner can: 3.1 make sure the programme of work and operational instructions relating to the non-hazardous waste biological treatment operations contain all the information needed for site personnel to carry out the process in line with organisational procedures. 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given. 3.3 keep accurate records of non-hazardous wastes treated and of the control parameters for the biological treatment process in accordance with legislative and organisational requirements.

- 3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.
- 3.5 maintain a record of training for all staff employed on non-hazardous waste biological treatment operations on the site.

Learning outcome
The learner will:
4. Resolve problems which arise from operations for the biological anaerobic digestion treatment of non-hazardous waste
Assessment criteria
The learner can:
4.1 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the biological treatment of non hazardous waste.
4.2 seek advice to resolve situations which are outside the responsibility of the job role.
4.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.
4.4 make arrangements for treatment or disposal for any batches of material that fail to meet the quality standards required for the non hazardous waste biological treatment process.

Learning outcome
The learner will:
5. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can:
5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment.
5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites.
5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment.
5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes.
5.5 describe appropriately the organisational environmental policy and procedures applicable to the site.
5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.
5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
<p>The learner will:</p> <p>6. Understand the specific regulation procedures and requirements for managing site operations for the biological anaerobic digestion treatment of non-hazardous waste</p>
Assessment criteria
<p>The learner can:</p> <p>6.1 describe appropriately the technical skills needed for the non-hazardous waste biological treatment operations carried out on the site.</p> <p>6.2 describe appropriately the specific legislative requirements and guidance applicable to the biological treatment of non-hazardous waste at the site.</p> <p>6.3 describe appropriately planning permission and the organisation's working plan for the site.</p> <p>6.4 describe appropriately the waste inspection and identification procedures and the handling requirements for the types of non-hazardous waste received on the site.</p> <p>6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for treating non-hazardous wastes.</p> <p>6.6 describe appropriately the storage and handling implications for the non-hazardous waste types handled on the site.</p> <p>6.7 describe appropriately the lifting and handling techniques that are suitable for the non-hazardous wastes that are being treated on the site.</p> <p>6.8 describe appropriately the on site procedures for the management of storage of the outputs from non-hazardous waste biological treatment processes.</p> <p>6.9 describe appropriately the records required by legislation and by company procedures in relation to the biological treatment of non-hazardous waste.</p> <p>6.10 describe appropriately the procedures for dealing with spillages.</p> <p>6.11 describe appropriately the organisational procedures for non-hazardous waste biological treatment operations and the supply and use of the resources required.</p> <p>6.12 describe appropriately the procedures and documentation required for biological treatment of non hazardous waste to specific standards.</p> <p>6.13 describe appropriately the Control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances received, handled and used on the site.</p> <p>6.14 describe appropriately the procedures for dealing with non-hazardous waste, out of specification non-hazardous waste and any other residues from the process.</p> <p>6.15 determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit.</p> <p>6.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site.</p> <p>6.17 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p> <p>6.18 determine the potential hazards to safety, health and the</p>

environment arising from the biological treatment of non-hazardous wastes.

- 6.19 determine how to interpret process documentation and verify that the information is accurate and relates to the non-hazardous waste biological treatment process.
- 6.20 determine how to communicate operational instructions orally and in writing.
- 6.21 determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions. 7.2 pursue accountability of staff for delegated responsibilities. 7.3 reflect critically on personal achievements to inform future actions.

Unit 448

Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations

UAN:	A/602/1409
Level:	4
Credit value:	23
GLH:	95
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, transport or energy transfer operations from the site. 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe loading of the outputs and residues from the hazardous waste thermal treatment and recovery processes. 1.6 implement procedures and controls for the safe transfer of energy outputs from the hazardous waste thermal treatment and recovery process. 1.7 maintain the quality of the organisation's work by ensuring that all

procedures and hazardous waste transfer and disposal processes are adhered to.

Learning outcome

The learner will:

2. Use and communicate data and information

Assessment criteria

The learner can:

- 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures.
- 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given.
- 2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements.
- 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements.
- 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.
- 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.
- 2.7 implement and maintain a system to record energy created, used on the site and exported from the site.
- 2.8 report any failure to meet emission to air and water standards that are a legislative requirement for the site to the designated person.

Learning outcome

The learner will:

3. Resolve problems which arise from the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations

Assessment criteria

The learner can:

- 3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues.
- 3.2 seek advice to resolve situations which are outside the responsibility of the job role.
- 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.
- 3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available.
- 3.5 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites. 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes. 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site. 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations
Assessment criteria
The learner can: 5.1 describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site. 5.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of hazardous waste. 5.3 describe appropriately the organisational procedures for the management of personnel and work activities. 5.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of hazardous waste from the site. 5.5 describe appropriately the organisation's working plan for the site. 5.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of hazardous waste recovered at the site. 5.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered hazardous wastes and residues. 5.8 describe appropriately the onsite procedures for the management and storage of the outputs and residues from hazardous waste thermal treatment processes. 5.9 describe appropriately the records required by legislation and by

<p>company procedures in relation to the transfer and transport of recovered hazardous wastes and residues.</p> <p>5.10 describe appropriately the procedures for dealing with spillages.</p> <p>5.11 describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required.</p> <p>5.12 describe appropriately the procedures and documentation required for the transport of hazardous waste to comply with legislative requirements and guidance.</p> <p>5.13 describe appropriately the procedures for dealing with residues, out of specification recovered hazardous waste and any other rejects from the process.</p> <p>5.14 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>5.15 determine the storage and handling implications for the recovered hazardous waste types produced on the site.</p> <p>5.16 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site.</p> <p>5.17 determine the lifting and handling techniques that are suitable for the recovered hazardous wastes and residues that are being transported from the site.</p> <p>5.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p> <p>5.19 determine the potential hazards to safety, health and the environment arising from the loading and transport of hazardous wastes.</p> <p>5.20 determine how to interpret process documentation and verify that the information is accurate and relates to the recovered hazardous wastes and residues.</p> <p>5.21 determine how to communicate operational instructions orally and in writing.</p> <p>5.22 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

Learning outcome
The learner will:
6. Work in a manner which underpins effective performance
Assessment criteria
The learner can:
6.1 encourage others to develop themselves.
6.2 apply integrity, fairness and consistency in decision making.
6.3 use different leadership styles depending on individual.

Unit 449

Manage site operations on a waste thermal treatment facility

UAN:	D/602/1399
Level:	4
Credit value:	20
GLH:	93
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage thermal treatment and related operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for waste thermal treatment and related operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the thermal treatment and related operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from waste thermal treatment and related operations and comply with legal and organisational requirements for reporting risks to health safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the thermal treatment and related operation processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs from the thermal treatment and recovery processes. 1.6 maintain the quality of the organisation's work by ensuring that all procedures for waste thermal treatment and related processes are adhered to. 1.7 implement procedures and controls for the safe transfer of energy outputs from the waste thermal treatment and recovery process. 1.8 ensure there are adequate inspections of wastes to prevent unauthorised waste entering the process.

Learning outcome
The learner will: 2. Control thermal treatment and related work activities
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for thermal treatment and related operations. 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements. 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site. 2.4 ensure that staff have received recognised training before the first time use of any machinery, plant or equipment for the thermal treatment of wastes or for related processes. 2.5 ensure that staff understand the procedures relating to the thermal treatment of wastes or related processes and implement them in full compliance with legislative and organisational requirements. 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards. 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely. 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present an unexpected health problem. 2.9 monitor staff activity on thermal treatment and related operations to ensure they enhance or maintain the quality of the organisation's work. 2.10 ensure that the outputs from the thermal treatment and related processes are stored correctly in accordance with legislative and organisational procedures. 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff. 2.12 implement and maintain a system to record energy created, used on the site and exported from the site. 2.13 implement systems to collect data on emissions to air and water that are a legislative requirement for the site. 2.14 maintain a system of routine inspections to ensure reliable operation of the process.

Learning outcome
The learner will: 3. Use and communicate data and information
Assessment criteria
The learner can: 3.1 ensure that the programme of work and operational instructions relating to the thermal treatment and related operations contain all the information needed for site personnel to carry out the process

<p>in accordance with organisational procedures.</p> <p>3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given.</p> <p>3.3 keep accurate records of wastes processed and of the control parameters for the thermal treatment and related process in accordance with legislative and organisational requirements.</p> <p>3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.</p> <p>3.5 maintain a record of training for all staff employed on thermal treatment and related operations on the site.</p> <p>3.6 report compliance monitoring data in accordance with legislative and organisational requirements.</p>

Learning outcome
The learner will:
4. Resolve problems which arise from the management of a waste thermal treatment facility
Assessment criteria
The learner can:
4.1 take steps to rectify the causes of any failures to comply with legislative or organisational standards.
4.2 introduce new or updated procedures where monitoring activity indicates they are needed.
4.3 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the thermal treatment or related processing of wastes.
4.4 seek advice to resolve situations which are outside the responsibility of the job role.
4.5 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.
4.6 make arrangements for reworking or the disposal of any materials that fail to meet the quality standards required for the thermal treatment or related processes.
4.7 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.

Learning outcome
The learner will:
5. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can:
5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment.
5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites.
5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment.
5.4 describe appropriately the regulatory requirements and company

<p>procedures for dealing with unauthorised wastes.</p> <p>5.5 describe appropriately the organisational environmental policy and procedures applicable to the site.</p> <p>5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.</p> <p>5.7 describe appropriately the procedures for the proper management control of work activities on the site.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>6. Understand the specific regulation procedures and requirements for managing site operations on a waste thermal treatment facility</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>6.1 describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site.</p> <p>6.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of waste.</p> <p>6.3 describe appropriately the organisational procedures for the management of personnel and work activities.</p> <p>6.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site.</p> <p>6.5 describe appropriately the organisation's working plan for the site.</p> <p>6.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of waste recovered at the site.</p> <p>6.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for handling and processing wastes and residues.</p> <p>6.8 describe appropriately the onsite procedures for the management of storage of the outputs and residues from waste thermal treatment processes.</p> <p>6.9 describe appropriately the records required by legislation and by company procedures in relation to the thermal treatment and related processes.</p> <p>6.10 describe appropriately the procedures for dealing with spillages.</p> <p>6.11 describe appropriately the procedures for dealing with residues, out of specification recovered waste and any other rejects from the process.</p> <p>6.12 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>6.13 determine the storage and handling implications for the recovered waste types produced on the site.</p> <p>6.14 determine the types, functions and limitations of waste handling equipment available for use on the site.</p> <p>6.15 determine the lifting and handling techniques that are suitable for the recovered wastes and residues that are being transported on the site.</p> <p>6.16 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p>

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| 6.17 determine the potential hazards to safety, health and the environment arising from the thermal treatment and related processes. |
| 6.18 determine how to interpret process documentation and verify that the information is accurate and relates to the wastes and residues. |
| 6.19 determine how to communicate operational instructions orally and in writing. |
| 6.20 determine the importance of ensuring people's understanding of operational instructions and how to do this. |

Learning outcome
The learner will: 7. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 encourage others to develop themselves. 7.2 apply integrity, fairness & consistency in decision making. 7.3 use different leadership styles depending on individual.

Unit 450

Manage site operations on a gasification and pyrolysis waste thermal treatment facility

UAN:	Y/602/1403
Level:	4
Credit value:	19
GLH:	73
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage gasification and pyrolysis waste thermal treatment and related operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for waste thermal treatment and related operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the waste thermal treatment and related operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from waste thermal treatment and related operations and comply with legal and organisational requirements for reporting risks to health safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to waste thermal treatment and related operation processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs from the waste thermal treatment and recovery processes. 1.6 maintain the quality of the organisation's work by ensuring that all procedures for waste thermal treatment and related processes are adhered to. 1.7 implement procedures and controls for the safe transfer of energy outputs from the waste thermal treatment and recovery process. 1.8 ensure there are adequate inspections of wastes to prevent unauthorised waste entering the process.

Learning outcome
The learner will: 2. Control gasification and pyrolysis waste thermal treatment and related work activities
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for waste thermal treatment and related operations. 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements. 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site. 2.4 ensure that staff have received recognised training before the first time use of any machinery, plant or equipment for the waste thermal treatment of wastes or for related processes. 2.5 ensure that staff understand the procedures relating to the thermal treatment of wastes or related processes and implement them in full compliance with legislative and organisational requirements. 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards. 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely. 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present an unexpected health problem. 2.9 monitor staff activity on waste thermal treatment and related operations to ensure they enhance or maintain the quality of the organisation's work. 2.10 ensure that the outputs from the waste thermal treatment and related processes are stored correctly in accordance with legislative and organisational procedures. 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff. 2.12 implement and maintain a system to record energy created, used on the site and exported from the site. 2.13 implement systems to collect data on emissions to air and water that are a legislative requirement for the site. 2.14 maintain a system of routine inspections to ensure reliable operation of the process.

Learning outcome
The learner will: 3. Use and communicate data and information
Assessment criteria
The learner can: 3.1 ensure that the programme of work and operational instructions relating to the waste thermal treatment and related operations contain all the information needed for site personnel to carry out

<p>the process in accordance with organisational procedures.</p> <p>3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given.</p> <p>3.3 keep accurate records of wastes processed and of the control parameters for the waste thermal treatment and related process in accordance with legislative and organisational requirements.</p> <p>3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.</p> <p>3.5 maintain a record of training for all staff employed on waste thermal treatment and related operations on the site.</p> <p>3.6 report compliance monitoring data in accordance with legislative and organisational requirements.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>4. Resolve problems which arise from the management of a gasification and pyrolysis waste thermal treatment facility</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>4.1 take steps to rectify the causes of any failures to comply with legislative or organisational standards.</p> <p>4.2 introduce new or updated procedures where monitoring activity indicates they are needed.</p> <p>4.3 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the thermal treatment or related processing of wastes.</p> <p>4.4 seek advice to resolve situations which are outside the responsibility of the job role.</p> <p>4.5 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.</p> <p>4.6 make arrangements for reworking or the disposal of any materials that fail to meet the quality standards required for the waste thermal treatment or related processes.</p> <p>4.7 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>5. Understand the underpinning regulations, procedures and requirements for managing waste operations</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment.</p> <p>5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites.</p> <p>5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment.</p> <p>5.4 describe appropriately the regulatory requirements and company</p>

<p>procedures for dealing with unauthorised wastes.</p> <p>5.5 describe appropriately the organisational environmental policy and procedures applicable to the site.</p> <p>5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.</p> <p>5.7 describe appropriately the procedures for the proper management control of work activities on the site.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>6. Understand the specific regulation procedures and requirements for managing site operations on a gasification and pyrolysis waste thermal treatment facility</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>6.1 describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site.</p> <p>6.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of waste.</p> <p>6.3 describe appropriately the organisational procedures for the management of personnel and work activities.</p> <p>6.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site.</p> <p>6.5 describe appropriately the organisation's working plan for the site.</p> <p>6.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of waste recovered at the site.</p> <p>6.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for handling and processing wastes and residues.</p> <p>6.8 describe appropriately the onsite procedures for the management of storage of the outputs and residues from waste thermal treatment processes.</p> <p>6.9 describe appropriately the records required by legislation and by company procedures in relation to the waste thermal treatment and related processes.</p> <p>6.10 describe appropriately the procedures for dealing with spillages.</p> <p>6.11 describe appropriately the procedures for dealing with residues, out of specification recovered waste and any other rejects from the process.</p> <p>6.12 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>6.13 determine the storage and handling implications for the recovered waste types produced on the site.</p> <p>6.14 determine the types, functions and limitations of waste handling equipment available for use on the site.</p> <p>6.15 determine the lifting and handling techniques that are suitable for the recovered wastes and residues that are being transported on the site.</p> <p>6.16 determine how to use risk assessment and the identification of</p>

<p>potential work-related hazards and difficulties.</p> <p>6.17 determine the potential hazards to safety, health and the environment arising from the waste thermal treatment and related processes.</p> <p>6.18 determine how to interpret process documentation and verify that the information is accurate and relates to the wastes and residues.</p> <p>6.19 determine how to communicate operational instructions orally and in writing.</p> <p>6.20 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>7. Work in a manner which underpins effective performance</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>7.1 encourage others to develop themselves.</p> <p>7.2 apply integrity, fairness & consistency in decision making.</p> <p>7.3 use different leadership styles depending on individual.</p>

Unit 451

Manage site operations on an auto-claving waste thermal treatment facility

UAN:	D/602/1404
Level:	4
Credit value:	12
GLH:	46
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage auto-claving waste thermal treatment and related operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for waste thermal treatment and related operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the waste thermal treatment and related operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from waste thermal treatment and related operations and comply with legal and organisational requirements for reporting risks to health safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to waste thermal treatment and related operation processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs from the waste thermal treatment and recovery processes. 1.6 maintain the quality of the organisation's work by ensuring that all procedures for waste thermal treatment and related processes are adhered to. 1.7 implement procedures and controls for the safe transfer of energy outputs from the waste thermal treatment and recovery process. 1.8 ensure there are adequate inspections of wastes to prevent unauthorised waste entering the process.

Learning outcome
The learner will: 2. Control auto-claving waste thermal treatment and related work activities
Assessment criteria
The learner can: 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for waste thermal treatment and related operations. 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements. 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site. 2.4 ensure that staff have received recognised training before the first time use of any machinery, plant or equipment for the waste thermal treatment of wastes or for related processes. 2.5 ensure that staff understand the procedures relating to the thermal treatment of wastes or related processes and implement them in full compliance with legislative and organisational requirements. 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards. 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely. 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present an unexpected health problem. 2.9 monitor staff activity on waste thermal treatment and related operations to ensure they enhance or maintain the quality of the organisation's work. 2.10 ensure that the outputs from the waste thermal treatment and related processes are stored correctly in accordance with legislative and organisational procedures. 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff. 2.12 implement and maintain a system to record energy created, used on the site and exported from the site. 2.13 implement systems to collect data on emissions to air and water that are a legislative requirement for the site. 2.14 maintain a system of routine inspections to ensure reliable operation of the process.

Learning outcome
The learner will: 3. Use and communicate data and information
Assessment criteria
The learner can: 3.1 ensure that the programme of work and operational instructions relating to the waste thermal treatment and related operations contain all the information needed for site personnel to carry out

<p>the process in accordance with organisational procedures.</p> <p>3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given.</p> <p>3.3 keep accurate records of wastes processed and of the control parameters for the waste thermal treatment and related process in accordance with legislative and organisational requirements.</p> <p>3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.</p> <p>3.5 maintain a record of training for all staff employed on waste thermal treatment and related operations on the site.</p> <p>3.6 report compliance monitoring data in accordance with legislative and organisational requirements.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>4. Resolve problems which arise from the management of an auto-claving waste thermal treatment facility</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>4.1 take steps to rectify the causes of any failures to comply with legislative or organisational standards.</p> <p>4.2 introduce new or updated procedures where monitoring activity indicates they are needed.</p> <p>4.3 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the thermal treatment or related processing of wastes.</p> <p>4.4 seek advice to resolve situations which are outside the responsibility of the job role.</p> <p>4.5 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.</p> <p>4.6 make arrangements for reworking or the disposal of any materials that fail to meet the quality standards required for the waste thermal treatment or related processes.</p> <p>4.7 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>5. Understand the underpinning regulations, procedures and requirements for managing waste operations</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment.</p> <p>5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites.</p> <p>5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment.</p> <p>5.4 describe appropriately the regulatory requirements and company</p>

<p>procedures for dealing with unauthorised wastes.</p> <p>5.5 describe appropriately the organisational environmental policy and procedures applicable to the site.</p> <p>5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.</p> <p>5.7 describe appropriately the procedures for the proper management control of work activities on the site.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>6. Understand the specific regulation procedures and requirements for managing site operations on an auto-claving waste thermal treatment facility</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>6.1 describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site.</p> <p>6.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of waste.</p> <p>6.3 describe appropriately the organisational procedures for the management of personnel and work activities.</p> <p>6.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of waste from the site.</p> <p>6.5 describe appropriately the organisation's working plan for the site.</p> <p>6.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of waste recovered at the site.</p> <p>6.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for handling and processing wastes and residues.</p> <p>6.8 describe appropriately the onsite procedures for the management of storage of the outputs and residues from waste thermal treatment processes.</p> <p>6.9 describe appropriately the records required by legislation and by company procedures in relation to the waste thermal treatment and related processes.</p> <p>6.10 describe appropriately the procedures for dealing with spillages.</p> <p>6.11 describe appropriately the procedures for dealing with residues, out of specification recovered waste and any other rejects from the process.</p> <p>6.12 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>6.13 determine the storage and handling implications for the recovered waste types produced on the site.</p> <p>6.14 determine the types, functions and limitations of waste handling equipment available for use on the site.</p> <p>6.15 determine the lifting and handling techniques that are suitable for the recovered wastes and residues that are being transported on the site.</p> <p>6.16 determine how to use risk assessment and the identification of</p>

<p>potential work-related hazards and difficulties.</p> <p>6.17 determine the potential hazards to safety, health and the environment arising from the waste thermal treatment and related processes.</p> <p>6.18 determine how to interpret process documentation and verify that the information is accurate and relates to the wastes and residues.</p> <p>6.19 determine how to communicate operational instructions orally and in writing.</p> <p>6.20 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>7. Work in a manner which underpins effective performance</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>7.1 encourage others to develop themselves.</p> <p>7.2 apply integrity, fairness & consistency in decision making.</p> <p>7.3 use different leadership styles depending on individual.</p>

Unit 452

Manage the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations

UAN:	L/602/1415
Level:	4
Credit value:	10
GLH:	25
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, transport or energy transfer operations from the site. 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe loading of the outputs and residues from the non-hazardous waste thermal treatment and recovery processes. 1.6 implement procedures and controls for the safe transfer of energy outputs from the non-hazardous waste thermal treatment and recovery process. 1.7 maintain the quality of the organisation's work by ensuring that all

procedures and non-hazardous waste transfer and disposal processes are adhered to.

Learning outcome

The learner will:

2. Use and communicate data and information

Assessment criteria

The learner can:

- 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures.
- 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given.
- 2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements.
- 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements.
- 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.
- 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.
- 2.7 implement and maintain a system to record energy created, used on the site and exported from the site.
- 2.8 report any failure to meet emission to air and water standards that are a legislative requirement for the site to the designated person.

Learning outcome

The learner will:

3. Resolve problems which arise from the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations

Assessment criteria

The learner can:

- 3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues.
- 3.2 seek advice to resolve situations which are outside the responsibility of the job role.
- 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.
- 3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available.
- 3.5 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites. 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes. 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site. 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and the disposal of residues from non-hazardous waste thermal treatment and recovery operations
Assessment criteria
The learner can: 5.1 describe appropriately control of Substances hazardous to Health (COSHH) assessment data for all non-hazardous substances produced and used on the site. 5.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of non-hazardous waste. 5.3 describe appropriately the organisational procedures for the management of personnel and work activities. 5.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of non-hazardous waste from the site. 5.5 describe appropriately the organisation's working plan for the site. 5.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of non-hazardous waste recovered at the site. 5.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered non-hazardous wastes and residues. 5.8 describe appropriately the onsite procedures for the management and storage of the outputs and residues from non-hazardous waste thermal treatment processes. 5.9 describe appropriately the records required by legislation and by company procedures in relation to the transfer and transport of

<p>recovered non-hazardous wastes and residues.</p> <p>5.10 describe appropriately the procedures for dealing with spillages.</p> <p>5.11 describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required.</p> <p>5.12 describe appropriately the procedures and documentation required for the transport of non-hazardous waste to comply with legislative requirements and guidance.</p> <p>5.13 describe appropriately the procedures for dealing with residues, out of specification recovered non-hazardous waste and any other rejects from the process.</p> <p>5.14 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>5.15 determine the storage and handling implications for the recovered non-hazardous waste types produced on the site.</p> <p>5.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site.</p> <p>5.17 determine the lifting and handling techniques that are suitable for the recovered non-hazardous wastes and residues that are being transported from the site.</p> <p>5.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p> <p>5.19 determine the potential hazards to safety, health and the environment arising from the loading and transport of non-hazardous wastes.</p> <p>5.20 determine how to interpret process documentation and verify that the information is accurate and relates to the recovered non-hazardous wastes and residues.</p> <p>5.21 determine how to communicate operational instructions orally and in writing.</p> <p>5.22 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

Learning outcome
The learner will:
6. Work in a manner which underpins effective performance
Assessment criteria
The learner can:
6.1 encourage others to develop themselves.
6.2 apply integrity, fairness and consistency in decision making.
6.3 use different leadership styles depending on individual.

Unit 453

Manage site operations on a hazardous clinical waste thermal treatment facility

UAN:	J/602/1400
Level:	4
Credit value:	22
GLH:	162
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage hazardous clinical waste thermal treatment and related operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for hazardous clinical waste thermal treatment and related operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the hazardous clinical waste thermal treatment and related operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous clinical waste thermal treatment and related operations and comply with legal and organisational requirements for reporting risks to health safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the hazardous clinical waste thermal treatment and related operation processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs from the hazardous clinical waste thermal treatment and recovery processes. 1.6 maintain the quality of the organisation's work by ensuring that all procedures for hazardous clinical waste thermal treatment and related processes are adhered to. 1.7 implement procedures and controls for the safe transfer of energy outputs from the hazardous clinical waste thermal treatment and recovery process. 1.8 ensure there are adequate inspections of wastes to prevent

unauthorised waste entering the process.

Learning outcome

The learner will:

2. Control hazardous clinical waste thermal treatment and related work activities

Assessment criteria

The learner can:

- 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for hazardous clinical waste thermal treatment and related operations.
- 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements.
- 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site.
- 2.4 ensure that staff have received recognised training before the first time use of any machinery, plant or equipment for the hazardous clinical waste thermal treatment of wastes or for related processes.
- 2.5 ensure that staff understand the procedures relating to the hazardous clinical waste thermal treatment of wastes or related processes and implement them in full compliance with legislative and organisational requirements.
- 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards.
- 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely.
- 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present an unexpected health problem.
- 2.9 monitor staff activity on hazardous clinical waste thermal treatment and related operations to ensure they enhance or maintain the quality of the organisation's work.
- 2.10 ensure that the outputs from the hazardous clinical waste thermal treatment and related processes are stored correctly in accordance with legislative and organisational procedures.
- 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.
- 2.12 implement and maintain a system to record energy created, used on the site and exported from the site.
- 2.13 implement systems to collect data on emissions to air and water that are a legislative requirement for the site.
- 2.14 maintain a system of routine inspections to ensure reliable operation of the process.

Learning outcome
The learner will: 3. Use and communicate data and information
Assessment criteria
The learner can: 3.1 ensure that the programme of work and operational instructions relating to the hazardous clinical waste thermal treatment and related operations contain all the information needed for site personnel to carry out the process in accordance with organisational procedures. 3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given. 3.3 keep accurate records of wastes processed and of the control parameters for the hazardous clinical waste thermal treatment and related process in accordance with legislative and organisational requirements. 3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention. 3.5 maintain a record of training for all staff employed on hazardous clinical waste thermal treatment and related operations on the site. 3.6 report compliance monitoring data in accordance with legislative and organisational requirements.

Learning outcome
The learner will: 4. Resolve problems which arise from the management of a hazardous clinical waste thermal treatment facility
Assessment criteria
The learner can: 4.1 take steps to rectify the causes of any failures to comply with legislative or organisational standards. 4.2 introduce new or updated procedures where monitoring activity indicates they are needed. 4.3 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the thermal treatment or related processing of hazardous clinical wastes. 4.4 seek advice to resolve situations which are outside the responsibility of the job role. 4.5 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures. 4.6 make arrangements for reworking or the disposal of any materials that fail to meet the quality standards required for the hazardous clinical waste thermal treatment or related processes. 4.7 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.

Learning outcome
The learner will: 5. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites. 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes. 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site. 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. Understand the specific regulation procedures and requirements for managing site operations on a hazardous clinical waste thermal treatment facility
Assessment criteria
The learner can: 6.1 describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site. 6.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of hazardous clinical waste. 6.3 describe appropriately the organisational procedures for the management of personnel and work activities. 6.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of hazardous waste from the site. 6.5 describe appropriately the organisation's working plan for the site. 6.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of hazardous waste recovered at the site. 6.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for handling and processing hazardous wastes and residues. 6.8 describe appropriately the onsite procedures for the management of storage of the outputs and residues from hazardous clinical waste thermal treatment processes. 6.9 describe appropriately the records required by legislation and by

<p>company procedures in relation to the hazardous clinical waste thermal treatment and related processes.</p> <p>6.10 describe appropriately the procedures for dealing with spillages.</p> <p>6.11 the procedures for dealing with residues, out of specification recovered hazardous waste and any other rejects from the process.</p> <p>6.12 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>6.13 determine the storage and handling implications for the recovered hazardous waste types produced on the site.</p> <p>6.14 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site.</p> <p>6.15 determine the lifting and handling techniques that are suitable for the recovered hazardous wastes and residues that are being transported on the site.</p> <p>6.16 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p> <p>6.17 determine the potential hazards to safety, health and the environment arising from the hazardous clinical waste thermal treatment and related processes.</p> <p>6.18 determine how to interpret process documentation and verify that the information is accurate and relates to the hazardous wastes and residues.</p> <p>6.19 determine how to communicate operational instructions orally and in writing.</p> <p>6.20 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

Learning outcome
The learner will: 7. Work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 encourage others to develop themselves. 7.2 apply integrity, fairness & consistency in decision making. 7.3 use different leadership styles depending on individual.

Unit 454

Manage the transfer of outputs and the disposal residues from hazardous clinical waste thermal treatment and recovery operations

UAN:	J/602/1414
Level:	4
Credit value:	10
GLH:	45
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, transport or energy transfer operations from the site. 1.3 identify hazards and minimise risks to health, safety and the environment from hazardous clinical waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe loading of the outputs and residues from the hazardous clinical waste thermal treatment and recovery processes. 1.6 implement procedures and controls for the safe transfer of energy outputs from the hazardous clinical waste thermal treatment and recovery process.

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| 1.7 maintain the quality of the organisation's work by ensuring that all procedures and hazardous clinical waste transfer and disposal processes are adhered to. |
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Learning outcome

The learner will:

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| 2. Use and communicate data and information |
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Assessment criteria

The learner can:

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| 2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures. |
| 2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given. |
| 2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements. |
| 2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements. |
| 2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention. |
| 2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site. |
| 2.7 implement and maintain a system to record energy created, used on the site and exported from the site. |
| 2.8 report any failure to meet emission to air and water standards that are a legislative requirement for the site to the designated person. |

Learning outcome

The learner will:

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| 3. Resolve problems which arise from the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations |
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Assessment criteria

The learner can:

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| 3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues. |
| 3.2 seek advice to resolve situations which are outside the responsibility of the job role. |
| 3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures. |
| 3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available. |
| 3.5 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs. |

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites. 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes. 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site. 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations
Assessment criteria
The learner can: 5.1 describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site. 5.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of hazardous clinical waste. 5.3 describe appropriately the organisational procedures for the management of personnel and work activities. 5.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of hazardous waste from the site. 5.5 describe appropriately the organisation's working plan for the site. 5.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of hazardous waste recovered at the site. 5.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered hazardous wastes and residues. 5.8 describe appropriately the onsite procedures for the management and storage of the outputs and residues from hazardous clinical waste thermal treatment processes. 5.9 describe appropriately the records required by legislation and by

<p>company procedures in relation to the transfer and transport of recovered hazardous wastes and residues.</p> <p>5.10 describe appropriately the procedures for dealing with spillages.</p> <p>5.11 describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required.</p> <p>5.12 describe appropriately the procedures and documentation required for the transport of hazardous waste to comply with legislative requirements and guidance.</p> <p>5.13 describe appropriately the procedures for dealing with residues, out of specification recovered hazardous waste and any other rejects from the process.</p> <p>5.14 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>5.15 determine the storage and handling implications for the recovered hazardous waste types produced on the site.</p> <p>5.16 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site.</p> <p>5.17 determine the lifting and handling techniques that are suitable for the recovered hazardous wastes and residues that are being transported from the site.</p> <p>5.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p> <p>5.19 determine the potential hazards to safety, health and the environment arising from the loading and transport of hazardous wastes.</p> <p>5.20 determine how to interpret process documentation and verify that the information is accurate and relates to the recovered hazardous wastes and residues.</p> <p>5.21 determine how to communicate operational instructions orally and in writing.</p> <p>5.22 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

Learning outcome
The learner will:
6. Work in a manner which underpins effective performance
Assessment criteria
The learner can:
6.1 encourage others to develop themselves.
6.2 apply integrity, fairness and consistency in decision making.
6.3 use different leadership styles depending on individual.

Unit 455

Manage site operations on a non-hazardous clinical waste thermal treatment facility

UAN:	R/602/1402
Level:	4
Credit value:	16
GLH:	45
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage non-hazardous clinical waste thermal treatment and related operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for non-hazardous clinical waste thermal treatment and related operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the non-hazardous clinical waste thermal treatment and related operations on the site. 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous clinical waste thermal treatment and related operations and comply with legal and organisational requirements for reporting risks to health safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the non-hazardous clinical waste thermal treatment and related operation processes in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe storage of the outputs from the non-hazardous clinical waste thermal treatment and recovery processes. 1.6 maintain the quality of the organisation's work by ensuring that all procedures for non-hazardous clinical waste thermal treatment and related processes are adhered to. 1.7 implement procedures and controls for the safe transfer of energy outputs from the non-hazardous clinical waste thermal treatment and recovery process. 1.8 ensure there are adequate inspections of wastes to prevent

unauthorised waste entering the process.

Learning outcome

The learner will:

2. Control non-hazardous clinical waste thermal treatment and related work activities

Assessment criteria

The learner can:

- 2.1 establish and oversee programmes of work which meet the legislative and organisational requirements required for non-hazardous clinical waste thermal treatment and related operations.
- 2.2 implement site operating procedures that fully comply with health & safety and environmental protection requirements.
- 2.3 monitor and maintain systems to ensure there are sufficient people - with the correct mix of expertise - available at the work site.
- 2.4 ensure that staff have received recognised training before the first time use of any machinery, plant or equipment for the non-hazardous clinical waste thermal treatment of wastes or for related processes.
- 2.5 ensure that staff understand the procedures relating to the non-hazardous clinical waste thermal treatment of wastes or related processes and implement them in full compliance with legislative and organisational requirements.
- 2.6 maintain safe systems of work and put in place precautions to eliminate or reduce the risk from hazards.
- 2.7 ensure that staff have the resources and skills needed to carry out the operating procedures safely.
- 2.8 identify potential hazards and take steps to reduce risks to personnel and the environment related to non-hazardous wastes which are difficult to handle, may contain disguised materials or unacceptable components, are unauthorised, or likely to present an unexpected health problem.
- 2.9 monitor staff activity on non-hazardous clinical waste thermal treatment and related operations to ensure they enhance or maintain the quality of the organisation's work.
- 2.10 ensure that the outputs from the non-hazardous clinical waste thermal treatment and related processes are stored correctly in accordance with legislative and organisational procedures.
- 2.11 implement a programme of training for staff to ensure all processes can be carried out safely by suitably trained staff.
- 2.12 implement and maintain a system to record energy created, used on the site and exported from the site.
- 2.13 implement systems to collect data on emissions to air and water that are a legislative requirement for the site.
- 2.14 maintain a system of routine inspections to ensure reliable operation of the process.

Learning outcome

The learner will:

3. Use and communicate data and information

Assessment criteria

<p>The learner can:</p> <p>3.1 ensure that the programme of work and operational instructions relating to the non-hazardous clinical waste thermal treatment and related operations contain all the information needed for site personnel to carry out the process in accordance with organisational procedures.</p> <p>3.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given.</p> <p>3.3 keep accurate records of non-hazardous wastes processed and of the control parameters for the non-hazardous clinical waste thermal treatment and related process in accordance with legislative and organisational requirements.</p> <p>3.4 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.</p> <p>3.5 maintain a record of training for all staff employed on non-hazardous clinical waste thermal treatment and related operations on the site.</p> <p>3.6 report compliance monitoring data in accordance with legislative and organisational requirements.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>4. Resolve problems which arise from the management of a non-hazardous clinical waste thermal treatment facility</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>4.1 take steps to rectify the causes of any failures to comply with legislative or organisational standards.</p> <p>4.2 introduce new or updated procedures where monitoring activity indicates they are needed.</p> <p>4.3 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the thermal treatment or related processing of non-hazardous clinical wastes.</p> <p>4.4 seek advice to resolve situations which are outside the responsibility of the job role.</p> <p>4.5 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.</p> <p>4.6 make arrangements for reworking or the disposal of any materials that fail to meet the quality standards required for the non-hazardous clinical waste thermal treatment or related processes.</p> <p>4.7 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>5. Understand the underpinning regulations, procedures and requirements for managing waste operations</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>5.1 describe appropriately the relevant legislation, regulations and</p>

	codes of practice applicable to safety, health and the environment.
5.2	describe appropriately waste management legislation and guidance that is applicable to waste management sites.
5.3	describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment.
5.4	describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes.
5.5	describe appropriately the organisational environmental policy and procedures applicable to the site.
5.6	describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace.
5.7	describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome	
The learner will:	
6.	Understand the specific regulation procedures and requirements for managing site operations on a non-hazardous clinical waste thermal treatment facility
Assessment criteria	
The learner can:	
6.1	describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site.
6.2	describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of non-hazardous clinical waste.
6.3	describe appropriately the organisational procedures for the management of personnel and work activities.
6.4	describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of non-hazardous waste from the site.
6.5	describe appropriately the organisation's working plan for the site.
6.6	describe appropriately the quality inspection and identification procedures and the handling requirements for the types of non-hazardous waste recovered at the site.
6.7	describe appropriately the operating procedures for all machinery, plant and equipment used on the site for handling and processing non-hazardous wastes and residues.
6.8	describe appropriately the onsite procedures for the management of storage of the outputs and residues from non-hazardous clinical waste thermal treatment processes.
6.9	describe appropriately the records required by legislation and by company procedures in relation to the non-hazardous clinical waste thermal treatment and related processes.
6.10	describe appropriately the procedures for dealing with spillages.
6.11	describe appropriately the procedures for dealing with residues, out of specification recovered non-hazardous waste and any other rejects from the process.
6.12	describe appropriately the regulations for the export of energy from the site and the controls required for the export process.
6.13	determine the storage and handling implications for the recovered

<p>non-hazardous waste types produced on the site.</p> <p>6.14 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site.</p> <p>6.15 determine the lifting and handling techniques that are suitable for the recovered non-hazardous wastes and residues that are being transported on the site.</p> <p>6.16 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p> <p>6.17 determine the potential hazards to safety, health and the environment arising from the non-hazardous clinical waste thermal treatment and related processes.</p> <p>6.18 determine how to interpret process documentation and verify that the information is accurate and relates to the non-hazardous wastes and residues.</p> <p>6.19 determine how to communicate operational instructions orally and in writing.</p> <p>6.20 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>7. Work in a manner which underpins effective performance</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>7.1 encourage others to develop themselves.</p> <p>7.2 apply integrity, fairness & consistency in decision making.</p> <p>7.3 use different leadership styles depending on individual.</p>

Unit 456

Manage the transfer of outputs and the disposal of residues from non-hazardous clinical waste thermal treatment and recovery operations

UAN:	R/602/1416
Level:	4
Credit value:	15
GLH:	48
Relationship to NOS:	Please refer to the NOS database
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.

Learning outcome
The learner will: 1. Manage the transfer of outputs and the disposal of residues from non-hazardous clinical waste thermal treatment and recovery operations
Assessment criteria
The learner can: 1.1 implement systems and procedures for the transfer and transport of outputs and the disposal of residues from non-hazardous clinical waste thermal treatment and recovery operations in accordance with legislative and organisational requirements. 1.2 make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading, transport or energy transfer operations from the site. 1.3 identify hazards and minimise risks to health, safety and the environment from non-hazardous clinical waste transfer and transport operations and comply with legal and organisational requirements for reporting risks to health, safety and the environment. 1.4 implement and maintain recording and information systems specifically relating to the transfer and transport of outputs and disposal of residues from the process carried out at the site in accordance with legislative and organisational requirements. 1.5 make arrangements for the safe loading of the outputs and residues from the non-hazardous clinical waste thermal treatment and recovery processes. 1.6 implement procedures and controls for the safe transfer of energy

<p>outputs from the non-hazardous clinical waste thermal treatment and recovery process.</p> <p>1.7 maintain the quality of the organisation's work by ensuring that all procedures and non-hazardous clinical waste transfer and disposal processes are adhered to.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>2. Use and communicate data and information</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>2.1 make sure the programme of work and operational instructions relating to the transfer and transport operations contain all the information needed for site personnel to carry out the process in line with organisational procedures.</p> <p>2.2 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given.</p> <p>2.3 ensure that transport documentation for all materials leaving the site is completed accurately and complies with legislation and organisational requirements.</p> <p>2.4 keep accurate records of all outputs and residues leaving the site in accordance with legislative and organisational requirements.</p> <p>2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention.</p> <p>2.6 maintain a record of training for all staff employed on transfer, recovery and transport operations on the site.</p> <p>2.7 implement and maintain a system to record energy created, used on the site and exported from the site.</p> <p>2.8 report any failure to meet emission to air and water standards that are a legislative requirement for the site to the designated person.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>3. Resolve problems which arise from the transfer of outputs and the disposal of residues from non-hazardous clinical waste thermal treatment and recovery operations</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>3.1 take steps to rectify any staff or transport shortages, equipment deficiencies or external causes that prevent the transfer, transport or disposal of outputs and residues.</p> <p>3.2 seek advice to resolve situations which are outside the responsibility of the job role.</p> <p>3.3 formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures.</p> <p>3.4 make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are not available.</p> <p>3.5 make arrangements for alternative energy supply in the event of energy created on the site being inadequate for process needs.</p>

Learning outcome
The learner will: 4. Understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment. 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites. 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment. 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes. 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site. 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace. 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. Understand the specific regulation procedures and requirements for the transfer of outputs and the disposal of residues from non-hazardous clinical waste thermal treatment and recovery operations
Assessment criteria
The learner can: 5.1 describe appropriately control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances produced and used on the site. 5.2 describe appropriately the records required by legislation and by company procedures relating to the emissions to air and water arising from the thermal treatment of non-hazardous clinical waste. 5.3 describe appropriately the organisational procedures for the management of personnel and work activities. 5.4 describe appropriately the specific legislative requirements and guidance applicable to the transfer and transport of non-hazardous waste from the site. 5.5 describe appropriately the organisation's working plan for the site. 5.6 describe appropriately the quality inspection and identification procedures and the handling requirements for the types of non-hazardous waste recovered at the site. 5.7 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for loading recovered non-hazardous wastes and residues. 5.8 describe appropriately the onsite procedures for the management and storage of the outputs and residues from non-hazardous clinical waste thermal treatment processes. 5.9 describe appropriately the records required by legislation and by

<p>company procedures in relation to the transfer and transport of recovered non-hazardous wastes and residues.</p> <p>5.10 describe appropriately the procedures for dealing with spillages.</p> <p>5.11 describe appropriately the organisational procedures for transport operations and the supply and use of the transport resources required.</p> <p>5.12 describe appropriately the procedures and documentation required for the transport of non-hazardous waste to comply with legislative requirements and guidance.</p> <p>5.13 describe appropriately the procedures for dealing with residues, out of specification recovered non-hazardous waste and any other rejects from the process.</p> <p>5.14 describe appropriately the regulations for the export of energy from the site and the controls required for the export process.</p> <p>5.15 determine the storage and handling implications for the recovered non-hazardous waste types produced on the site.</p> <p>5.16 determine the types, functions and limitations of non-hazardous waste handling equipment available for use on the site.</p> <p>5.17 determine the lifting and handling techniques that are suitable for the recovered non-hazardous wastes and residues that are being transported from the site.</p> <p>5.18 determine how to use risk assessment and the identification of potential work-related hazards and difficulties.</p> <p>5.19 determine the potential hazards to safety, health and the environment arising from the loading and transport of non-hazardous wastes.</p> <p>5.20 determine how to interpret process documentation and verify that the information is accurate and relates to the recovered non-hazardous wastes and residues.</p> <p>5.21 determine how to communicate operational instructions orally and in writing.</p> <p>5.22 determine the importance of ensuring people's understanding of operational instructions and how to do this.</p>

Learning outcome
The learner will:
6. Work in a manner which underpins effective performance
Assessment criteria
The learner can:
6.1 encourage others to develop themselves.
6.2 apply integrity, fairness and consistency in decision making.
6.3 use different leadership styles depending on individual.

Unit 505

Develop schemes for the restoration and aftercare of hazardous waste landfill sites

UAN:	D/602/1452
Level:	Level 5
Credit value:	22
GLH:	117
Relationship to NOS:	This unit is linked to NOS WM15a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about developing schemes for the progressive or total restoration of a hazardous waste landfill site and the aftercare of the restored site.

Learning outcome
The learner will: 1. prepare restoration schemes for hazardous waste landfill sites
Assessment criteria
The learner can: 1.1 prepare the restoration scheme to meet the legislative and organisational requirements for progressive or final restoration of the site 1.2 specify the engineering resources required by the scheme for restoration of the site 1.3 specify the materials required for restoration operations identified in the scheme 1.4 implement procedures to be used for restoration operations that comply with legislative requirements 1.5 make arrangements for consultations on the proposed restoration scheme to be carried out with key stakeholders and recorded 1.6 check that a final agreed scheme for the restoration is recorded and communicated to all key stakeholders.

Learning outcome
The learner will: 2. determine the preparation needed for aftercare on hazardous waste landfill sites
Assessment criteria
The learner can: 2.1 develop and implement procedures to record and maintain site operating activities that comply with legislative requirements 2.2 check that proposals for pre-closure site operations meet with the requirements for restoration, aftercare and the intended use of the site 2.3 develop the programme of work and operational instructions relating to the aftercare scheme that contain all the information needed for site staff to carry out the process in accordance with organisational procedures. 2.4 develop and implement effective procedures to ensure site closure complies with legislative and organisational aftercare requirements 2.5 check that consultations on the proposed aftercare scheme are carried out with key stakeholders and recorded 2.6 develop and implement procedures to ensure that accurate records of the restoration scheme are kept to ensure compliance with legislative requirements.

Learning outcome
The learner will: 3. use and communicate data and information
Assessment criteria
The learner can: 3.1 communicate the final details of the aftercare scheme to key stakeholders and all operational staff 3.2 check that the programme of work and operational instructions relating to restoration and aftercare contain all the information needed for site staff to carry out the process in line with organisational procedures 3.3 communicate the programme of work and operational instructions to all site staff in ways which suit the types of information being given 3.4 keep accurate records of restoration and aftercare activity in accordance with legislative and organisational requirements 3.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention 3.6 maintain a record of training for all staff employed on all operations to prepare the site for aftercare.

Learning outcome

The learner will:

4. resolve problems which arise from developing schemes for the restoration and aftercare of hazardous waste landfill sites

Assessment criteria

The learner can:

- 4.1 take steps to deal with any circumstances that fail to comply with legislative requirements
- 4.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority
- 4.3 resolve any problems which may affect the development of schemes for the restoration and aftercare of the hazardous waste landfill site
- 4.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site being prepared for aftercare
- 4.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the preparation for aftercare activities from continuing

Learning outcome

The learner will:

5. understand the underpinning regulations, procedures and requirements for managing waste operations

Assessment criteria

The learner can:

- 5.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment
- 5.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites
- 5.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
- 5.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes
- 5.5 describe appropriately the organisational environmental policy and procedures applicable to the site
- 5.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace
- 5.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 6. understand the specific regulation procedures and requirements for developing schemes for the restoration and aftercare of hazardous waste landfill sites
Assessment criteria
The learner can: 6.1 describe appropriately the site procedures for the proper management control of work activities 6.2 describe appropriately the organisational procedures and requirements for restoration operations and the supply and use of the materials required 6.3 describe appropriately the specific legislative requirements and guidance applicable to the aftercare of sites for the disposal of hazardous waste to land 6.4 describe appropriately planning permission and the organisation's working plan for the site 6.5 describe appropriately the operating procedures for all machinery, plant and equipment used on the site for preparing it for aftercare 6.6 describe appropriately the on site procedures for securing hazardous wastes disposed of to land on a permanent basis 6.7 describe appropriately the records required by legislation and by company procedures in relation to the aftercare of sites used for the disposal of hazardous waste to land 6.8 describe appropriately the procedures for dealing with spillages and preventing the escape of hazardous wastes and products of hazardous waste disposal to land 6.9 describe appropriately the organisational procedures for aftercare operations and the supply and use of the resources required 6.10 describe appropriately the procedures and documentation required for aftercare activities and the monitoring requirements for the site 6.11 describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site 6.12 determine the key stakeholders that require involvement in this scheme 6.13 determine the site hydro geological conditions 6.14 determine the controls and management needed for environmental protection systems on the site 6.15 determine the technical skills needed for preparing the site for aftercare operations carried out on the site 6.16 determine how to check that relevant staff has the required skills and what to do in response to a perceived skills deficit 6.17 determine the storage and handling implications for the hazardous waste types handled on the site 6.18 determine the types, functions and limitations of hazardous waste handling equipment available for use on the site 6.19 determine the lifting and handling techniques that are suitable for the materials being used to prepare the site for aftercare 6.20 determine how to use risk assessment and the identification of potential work-related hazards and difficulties

- 6.21 determine the potential hazards to safety, health and the environment arising from the disposal of hazardous wastes to land
- 6.22 determine the options and methods for dealing with bird, vermin and insect nuisances
- 6.23 determine how to interpret process documentation and verify that the information is accurate and relates to the aftercare process
- 6.24 determine how to communicate operational instructions orally and in writing
- 6.25 determine the importance of checking people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 7. work in a manner which underpins effective performance
Assessment criteria
The learner can: 7.1 be assertive in making decisions 7.2 pursue accountability of staff for delegated responsibilities 7.3 reflect critically on personal achievements to inform future actions.

Unit 506

Prepare landfill sites for the acceptance of hazardous waste

UAN:	L/602/1446
Level:	Level 5
Credit value:	22
GLH:	139
Relationship to NOS:	This unit is linked to NOS WM16a
Endorsement by a sector or regulatory body:	This unit is endorsed by Energy & Utility Skills (EU Skills), the Sector Skills Council (SSC) for the gas, power, waste management and water industries.
Aim:	This unit is about managing the preparation of sites to accept hazardous waste for disposal by landfill.

Learning outcome
The learner will: 1. prepare landfill sites for the acceptance of hazardous waste
Assessment criteria
The learner can: 1.1 ensure that legislative requirements permit the proposed activity on the site 1.2 ensure that the details of the engineering specification have been agreed prior to starting site preparation operations 1.3 confirm that the resources required for engineering activities are provided in accordance with the engineering specification and that they are available for the site staff to carry out their operational activities 1.4 implement procedures to ensure staff have sufficient information to carry out their designated engineering activities 1.5 ensure and confirm with site staff that they understand their operational instructions 1.6 implement procedures to ensure that the engineering activities comply with legislative requirements 1.7 brief operational staff on the contents of the engineering proposals and the detail in the specification for the work they have to carry out 1.8 maintain procedures to ensure accurate site engineering and quality assurance records are forwarded to the regulatory authority in compliance with legislative requirements 1.9 confirm that arrangements have been made for the construction to be inspected and approved by the regulatory authorities to ensure

<p>it complies with legislative requirements before allowing hazardous waste disposal operations to begin</p> <p>1.10 implement operational procedures to protect the integrity of the liner and maintain the functionality of associated environmental protection systems during hazardous waste disposal operations</p> <p>1.11 formulate procedures for dealing with accidents, incidents and spillages on site and ensure that staff understand and follow the prescribed procedures.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>2. use and communicate data and information</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>2.1 follow all procedures connected with the job role to enhance or maintain the quality of the organisation's work</p> <p>2.2 ensure that the programme of work and operational instructions relating to the preparation of the site for disposal operations contain all the information needed for site personnel to carry out the processes in accordance with organisational procedures</p> <p>2.3 communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given</p> <p>2.4 keep accurate records of site conditions and activities, construction progress, completion certification, regulatory visits and alterations to requirements</p> <p>2.5 advise colleagues and managers about accidents, incidents, interruptions to work or any situations that require their attention</p> <p>2.6 maintain a record of training for all staff employed on all operations on the site.</p>

<p>Learning outcome</p> <p>The learner will:</p> <p>3. resolve problems which arise from preparing landfill sites for the acceptance of hazardous waste</p>
<p>Assessment criteria</p> <p>The learner can:</p> <p>3.1 take steps to deal with any circumstances that fail to comply with legislative requirements</p> <p>3.2 refer issues beyond the job role responsibility or expertise to staff with the correct level of authority</p> <p>3.3 resolve any problems which may affect the development of schemes for the restoration and aftercare of the landfill site</p> <p>3.4 take steps to rectify any staff shortages, equipment deficiencies or external causes that prevent the site preparations for the disposal of hazardous wastes to land</p> <p>3.5 make arrangements for the temporary diversion of resources when weather conditions or emergencies prevent the normal site activities from continuing.</p>

Learning outcome
The learner will: 4. understand the underpinning regulations, procedures and requirements for managing waste operations
Assessment criteria
The learner can: 4.1 describe appropriately the relevant legislation, regulations and codes of practice applicable to safety, health and the environment 4.2 describe appropriately waste management legislation and guidance that is applicable to waste management sites 4.3 describe appropriately the types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment 4.4 describe appropriately the regulatory requirements and company procedures for dealing with unauthorised wastes 4.5 describe appropriately the organisational environmental policy and procedures applicable to the site 4.6 describe appropriately risk analysis to minimise hazards to personnel and the environment for the whole workplace 4.7 describe appropriately the procedures for the proper management control of work activities on the site.

Learning outcome
The learner will: 5. understand the specific regulation procedures and requirements for preparing landfill sites for the acceptance of hazardous waste
Assessment criteria
The learner can: 5.1 describe appropriately the legislative requirements for any construction work involved on the site 5.2 describe appropriately the content of the site working plan or contractual conditions that applies to cell preparation 5.3 describe appropriately the site procedures for the proper management control of work activities 5.4 describe appropriately the site procedures for the proper management control of site or cell preparation operations 5.5 describe appropriately all specific requirements relating to the placement and integrity of the liner and its protection from the initial layer of hazardous waste 5.6 describe appropriately the organisation's procedures and requirements for engineering operations and the supply and use of the resources required 5.7 describe appropriately the specific legislative requirements and guidance applicable to the disposal of hazardous waste to land at the site 5.8 describe appropriately the operating procedures for all machinery, plant and equipment used on the site 5.9 describe appropriately the records required by legislation and by company procedures in relation to the disposal of hazardous waste to land

5.10	describe appropriately the procedures for dealing with spillages and preventing the escape of hazardous wastes and products of hazardous waste disposal to the environment
5.11	describe appropriately the organisational procedures for disposal operations and the supply and use of the resources required
5.12	describe appropriately the procedures and documentation required for disposing of hazardous waste to land and the monitoring requirements for the site
5.13	describe appropriately the control of substances hazardous to health (COSHH) assessment data for all hazardous substances used on the site
5.14	describe appropriately the procedures for dealing with hazardous waste, out of specification hazardous waste and any other rejects from the process
5.15	determine the site hydro geological conditions
5.16	determine the control and management systems needed for surface water drainage, and gas and leachate management
5.17	determine the technical skills needed for preparing the site for the disposal operations to be carried out
5.18	determine how to ensure that relevant staff has the required skills and what to do in response to a perceived skills deficit
5.19	determine the storage and handling implications for the hazardous waste types handled on the site
5.20	determine the types, functions and limitations of hazardous waste handling equipment available for use on the site
5.21	determine how to use risk assessment and the identification of potential work-related hazards and difficulties
5.22	determine the potential hazards to safety, health and the environment arising from the disposal of hazardous wastes to land
5.23	determine the options and methods for dealing with bird, vermin, insect nuisances and odour
5.24	determine how to interpret process documentation and verify that the information is accurate and relates to the preparation of the site
5.25	determine how to communicate operational instructions orally and in writing
5.26	determine the importance of ensuring people's understanding of operational instructions and how to do this.

Learning outcome
The learner will: 6. work in a manner which underpins effective performance
Assessment criteria
The learner can: 6.1 be assertive in making decisions 6.2 pursue accountability of staff for delegated responsibilities 6.3 reflect critically on personal achievements to inform future actions.



Appendix 1 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to the **Centres and Training Providers homepage** on **www.cityandguilds.com**.

Centre Manual - Supporting Customer Excellence contains detailed information about the processes which must be followed and requirements which must be met for a centre to achieve 'approved centre' status, or to offer a particular qualification, as well as updates and good practice exemplars for City & Guilds assessment and policy issues. Specifically, the document includes sections on:

- The centre and qualification approval process
- Assessment, internal quality assurance and examination roles at the centre
- Registration and certification of candidates
- Non-compliance
- Complaints and aPPEals
- Equal opportunities
- Data protection
- Management systems
- Maintaining records
- Assessment
- Internal quality assurance
- External quality assurance.

Our Quality Assurance Requirements encompasses all of the relevant requirements of key regulatory documents such as:

- Regulatory Arrangements for the Qualifications and Credit Framework (2008)
- SQA Awarding Body Criteria (2007)
- NVQ Code of Practice (2006)

and sets out the criteria that centres should adhere to pre and post centre and qualification approval.

Access to Assessment & Qualifications provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **centre homepage** section of the City & Guilds website also contains useful information such on such things as:

- **Walled Garden:** how to register and certificate candidates on line
- **Events:** dates and information on the latest Centre events
- **Online assessment:** how to register for e-assessments.

Useful contacts

UK learners General qualification information	T: +44 (0)844 543 0033 E: learnersupport@cityandguilds.com
International learners General qualification information	T: +44 (0)844 543 0033 F: +44 (0)20 7294 2413 E: intcg@cityandguilds.com
Centres Exam entries, Certificates, Registrations/enrolment, Invoices, Missing or late exam materials, Nominal roll reports, Results	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 E: centresupport@cityandguilds.com
Single subject qualifications Exam entries, Results, Certification, Missing or late exam materials, Incorrect exam papers, Forms request (BB, results entry), Exam date and time change	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 F: +44 (0)20 7294 2404 (BB forms) E: singlesubjects@cityandguilds.com
International awards Results, Entries, Enrolments, Invoices, Missing or late exam materials, Nominal roll reports	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 E: intops@cityandguilds.com
Walled Garden Re-issue of password or username, Technical problems, Entries, Results, e-assessment, Navigation, User/menu option, Problems	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 E: walledgarden@cityandguilds.com
Employer Employer solutions, Mapping, Accreditation, Development Skills, Consultancy	T: +44 (0)121 503 8993 E: business@cityandguilds.com
Publications Logbooks, Centre documents, Forms, Free literature	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413

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City & Guilds Group

The City & Guilds Group operates from three major hubs: London (servicing Europe, the Caribbean and Americas), Johannesburg (servicing Africa), and Singapore (servicing Asia, Australia and New Zealand). The Group also includes the Institute of Leadership & Management (management and leadership qualifications), City & Guilds Land Based Services (land-based qualifications), the Centre for Skills Development (CSD works to improve the policy and practice of vocational education and training worldwide) and Learning Assistant (an online e-portfolio).

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