Unit 321 Preparing and operating loader compressors to extract loose materials in the workplace

16 credits

Level: 2
UAN: Y/506/4628

Unit aim:
The aim of this unit is to provide the learner with an awareness of:

- interpreting information
- adopting safe and healthy working practices
- selecting and or using materials, components and equipment for plant or machinery operations
- setting up, operating and shutting down plant or machinery for carrying out extraction work.

*PER – Portfolio evidence reference SO – Site observation OQ – Oral question WQ – Written question WT – Witness testimony
PS – Product supplementary PD – Professional discussion

Assessment criteria that are practical activities are highlighted in bold.

1. Interpret the given information relating to the use of loader compressors to catty out extracting operations.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
1.1 **interpret and extract information from:**							
a. **drawings**							
b. **specifications**							
c. **schedules**							
d. **manufacturers' information**							
1.2 **comply with information and/or instructions derived from risk assessments and method statements**							
1.3 state the organisational procedures developed to report and rectify inappropriate information and unsuitable resources and how they are implemented							
1.4 describe different types of information, their source and how they are interpreted in relation to:							
a. drawings							
b. specifications							
c. schedules							
d. manufacturers' information							
e. method statements							
f. regulations							
g. guidance applicable to loader compressor extracting operations.							

2. Organise with others the sequence and operation in which extracting operations using loader compressors are to be carried out.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
2.1 **organise the work according to given information or instructions**							
2.2 describe how to communicate ideas between team members							
2.3 **organise and communicate with team members and other associated occupations**							
2.4 state how to organise resources prior to and during extracting operations using loader compressors.							

3. Know how to comply with relevant legislation and official guidance to carry out extracting operations with loader compressors.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
3.1 describe their responsibilities regarding potential accidents, health hazards and the environment whilst working:							
a. in the workplace							
b. below ground level							
c. in confined spaces							
d. at height							
e. with tools and equipment							
f. with materials and substances							
g. with movement/storage of materials							
h. by manual handling and mechanical lifting							

3.2 describe the organisational security procedures for:							
a. tools							
b. equipmets							
c. personal belongings							
In relation to:							
a. site							
b. workplace							
c. company							
d. operative							
3.3 explain what the accident reporting procedures are and who is responsible for making reports.							

4. Maintain safe working practices when preparing for and carrying out extracting operations using loader compressors.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
4.1 **use Personal Protective Equipment (PPE) to safely carry out the activity in accordance with legislation and organisational requirements during extracting operations**							
4.2 explain why and when Personal Protective Equipment (PPE) should be used, relating to extracting operations, and the types, purpose and limitations of each type							
4.3 state how emergencies should be responded to in accordance with organisational authorisation and personal skills when involved with:							
a. fires							
b. spillages							
c. injuries							
d. other task-related hazards.							

5. Request and select the required quantity and quality of resources to prepare for and carry out extracting operations using loader compressors.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
5.1 describe the characteristics, quality, uses, limitations and defects associated with the resources, and how they should be used correctly, relating to:							
a. consumables, lubricants and fuels							
b. attachments and extraction/excavation aids							
c. hand tools, ancillary equipment and/or accessories							
5.2 **request and select resources associated with loader compressors in relation to:**							
a. **consumables**							
b. **materials**							
c. **attachments**							
d. **tools**							
e. **accessories and/or ancillary equipment**							
5.3 state how the resources should be used correctly, how problems associated with the resources are reported and how the organisational procedures are used							
5.4 outline potential hazards associated with the resources and method of work							
5.5 describe how to calculate:							
a. quantity							
b. weight							
c. length							
d. area							
associated with the method/procedures to carry out extracting operations using loader compressors.							

6. Minimise the risk of damage to the work and surrounding area when extracting materials using loader compressors.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
6.1 **protect the work and its surrounding area from damage in accordance with safe working practices and organisational procedures**							
6.2 **prevent damage and maintain a clean work space**							
6.3 **dispose of waste in accordance with current legislation**							
6.4 describe how to protect work from damage and the purpose of protection in relation to:							
a. general workplace activities							
b. other occupations							
c. adverse weather conditions							
6.5 explain why the disposal of waste should be carried out safely in accordance with:							
a. environmental responsibilities							
b. organisational procedures							
c. manufacturers' information							
d. statutory regulations							
e. official guidance.							

7. Complete the work within the allocated time when preparing to and extracting materials using loader compressors.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
7.1 **demonstrate completion of the work within the allocated time**							
7.2 **shut down and secure loader compressors**							
7.3 state the purpose of the work programme and describe why deadlines should be kept in relation to:							
a. types of progress charts							
b. timetables and estimated times							
c. organisational procedures for reporting circumstances which will affect the work programme.							

8. Comply with the given contract information to extract materials using loader compressors to the required specification.							
You must be able to:	*PER	SO	OQ	WQ	WT	PS	PD
8.1 **demonstrate the following work skills when preparing for and extracting loose materials using loader compressors:**							
a. **checking**							
b. **adjusting**							
c. **communicating**							
d. **manoeuvring**							
e. **positioning**							
f. **extracting**							
g. **forming**							
h. **removing**							
i. **loading**							

8.2	**use and maintain hand tools, ancillary equipment and/or accessories**							
8.3	**prepare, position, set up and operate loader compressors to given working instructions**							
	a. **extract loose materials**							
	b. **load and/or stockpile loose materials**							
8.4	**shut down and secure loader compressors**							
8.5	describe how to apply safe work practices, follow procedures, report problems and establish authority needed to rectify, to:							
	a. identify the characteristics of the loader compressors used for the extraction operation							
	b. carry out function checks for the extraction operation							
	c. prepare, set up and adjust for operational requirements							
	d. identify the area to be extracted							
	e. carry out pre-operational checks for obstructions, stability, safety and security of the work and surrounding area							
	f. identify geological, environmental and material changes							
	g. and report							
8.6	describe how to apply safe and healthy work practices, follow procedures, report problems and establish authority needed to rectify, to:							
	a. check to avoid damage to structures and utilities service apparatus							
	b. recognise and determine when specific skills and knowledge are required and report accordingly							
	c. extract, remove and load materials and commodities safely and securely							
	d. form stockpiles							
	e. be on the public highway							
	f. shut down and secure loader compressors							
	g. use hand tools, ancillary equipment and accessories							

8.7 describe the needs of other occupations and how to effectively communicate within a team when preparing to and carrying out extracting operations							
8.8 describe how to maintain the:							
a. plant and machinery							
b. hand tools							
c. ancillary equipment							
d. accessories							
used to extract materials.							

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Declaration

I confirm that the evidence supplied for the above unit is authentic and a true representation of my own work. The work logged is my own work carried out during my normal work duties.

Candidate name:	
Candidate signature:	
Date:	

I confirm that this candidate has achieved all the requirements of this unit with the evidence listed. Assessment was conducted under the specified conditions and context, and is valid, authentic, reliable, current and sufficient.

Assessor name:	
Assessor signature:	
Date:	

IQA name:	
IQA signature:	
Date:	