



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AHCWRK308A Handle bulk materials in storage area**

**Release: 1**

## AHCWRK308A Handle bulk materials in storage area

### Modification History

Not Applicable

### Unit Descriptor

<b>Unit descriptor</b>	This unit covers the process of receiving, moving and sampling bulk materials in a storage area and defines the standard required to: check equipment and storage facilities and identify current or impending faults; test bulk materials for moisture, contamination and quality; conduct silo readings; identify bulk materials pests and damage; handle and manoeuvre equipment; record bulk materials stocks and movements.
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### Application of the Unit

<b>Application of the unit</b>	This unit is likely to be carried out under limited supervision. It includes the use of safety equipment and procedures, and the repair of the facility and equipment used to store the bulk materials. Bulk materials are handled to industry standards in relation to segregation and storage conditions ensuring minimum loss or damage and optimum returns. Overall progress may be checked periodically. The handling of bulk materials in storage areas will usually follow set routines, methods and procedures. Some discretion and judgement is required in the selection of equipment and materials, organisation of work, and services. The outcomes should be achieved within specified timelines.
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### Licensing/Regulatory Information

Not Applicable

## Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

<b>Employability skills</b>	This unit contains employability skills.
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## Elements and Performance Criteria Pre-Content

Not Applicable

## Elements and Performance Criteria

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to work in bulk materials storage area	<p>1.1. Work undertaken is interpreted from the work program where necessary, and confirmed with the management.</p> <p>1.2. Occupational Health and Safety (OHS) hazards are identified, risks assessed and suitable controls implemented.</p> <p>1.3. Suitable personal protective clothing and equipment is selected, used and maintained.</p> <p>1.4. Tools and equipment suitable for the work to be undertaken are selected, checked, and maintained if necessary.</p> <p>1.5. Environmental implications of undertaking work in the bulk materials storage area are identified, likely outcomes assessed and if necessary responsible action taken.</p>
2. Sample bulk materials for testing	<p>2.1. Representative samples of bulk materials are taken for testing in line with the requirements of the bulk materials storage program.</p> <p>2.2. Sampling is undertaken safely, following the prescribed guidelines for the activity.</p> <p>2.3. Representative bulk materials samples are prepared for dispatch, accurately and clearly labelled, and packaged according to the guidelines of the organisation and the analysing body.</p> <p>2.4. Samples are dispatched to the analysing body, according to the requirements of the bulk materials storage program.</p>
3. Move bulk materials into and out of storage	<p>3.1. Bulk materials for handling and storage are correctly identified from the written or verbal instructions.</p> <p>3.2. Bulk materials are segregated according to type, variety and quality characteristics according to the requirements of the organisation as stated in the bulk materials storage program.</p> <p>3.3. Measures are taken to minimise insect and weed infestation and contamination during the movement of the bulk materials.</p> <p>3.4. Bulk materials are regularly checked for insect infestation and contamination during movement according to enterprise requirements.</p> <p>3.5. Any storage and handling equipment that is used is thoroughly cleaned after emptying, and dismantled if necessary, according to the procedures of the</p>

ELEMENT	PERFORMANCE CRITERIA
	<p>organisation and the nature of the equipment.</p> <p>3.6. Bulk materials are moved into and out of storage according to the procedures of the organisation, and following the prescribed OHS procedures.</p> <p>3.7. Silo types and handling equipment are selected for each bulk material type in relation to their storage characteristics and flow properties and according to the requirements of the bulk materials storage program.</p> <p>3.8. Suitable measures are implemented to minimise the affect of desiccant dusts on the flow properties of bulk materials.</p> <p>3.9. Records are clearly and accurately updated and stored as and when required by the bulk materials storage program.</p>
4. Repair and maintain storage facility	<p>4.1. The need for repairs to the facility is identified through observation or instruction.</p> <p>4.2. Maintenance and repairs are conducted according to the requirements of the organisation and following the prescribed OHS procedures and taking into account environmental considerations.</p> <p>4.3. Completed maintenance records and other appropriate information are documented in accordance with enterprise requirements.</p> <p>4.4. Workshop and work areas are cleaned and maintained to OHS and enterprise requirements.</p> <p>4.5. Maintenance and repairs, damage, malfunctions or irregular performance in machinery, tools and equipment are reported in line with organisational requirements.</p> <p>4.6. Tools and equipment are cleaned, secured and stored in line with OHS and organisational requirements.</p>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

**REQUIRED SKILLS AND KNOWLEDGE**

- record bulk materials stocks and movements
- conduct silo readings
- identify bulk materials pests and damage
- use communication systems
- sample and conduct a simple analysis of bulk materials
- check equipment and storage facilities and identify current or impending faults
- handle and manoeuvre equipment
- test bulk materials for moisture, contamination and quality
- complete pre-operational checks on basic tools and equipment
- perform routine safety, service and maintenance procedures on tools, equipment and machinery
- operate hand and independently powered tools and cleaning equipment to industry standards
- clean, secure and store machinery and equipment
- perform basic trouble shooting
- recognise and rectify minor operational faults
- handle hazardous substances (fuels) safely
- read and interpret manufacturers specifications, work and maintenance plans, and Material Safety Data Sheets (MSDSs)
- interpret and apply task instructions, communicate with work team and supervisor, and record and report faults, workplace hazards and accidents
- measure and calculate volumes, consumption and lubrication requirements
- use interpersonal skills to work with and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

**Required knowledge**

- the client's sampling and classification requirements
- bulk materials types and characteristics
- common bulk materials pests and problems
- appropriate legislative requirements, manufacturers instructions and enterprise procedures/instructions
- appropriate action in contingency situations
- silo operations and configuration, machinery and operating practices
- organisation requirements for protective equipment and safe practices in relation to OHS
- organisation and industry guidelines for segregation of bulk materials quality assurance principles
- pre-operational and safety checks, servicing and maintenance procedures for tools and equipment
- potential hazards associated with the operation of basic tools and equipment
- general machine maintenance procedures

**REQUIRED SKILLS AND KNOWLEDGE**

- machinery operating principles and operating methods
- machinery storage and protection methods
- relevant State/Territory legislation, regulations and codes of practice with regard to workplace OHS, and the use and control of machinery and equipment
- environmental impacts associated with the operation of machinery and equipment
- personal protective clothing and equipment and when and how it should be used
- cleaning and storage of machinery, equipment and materials
- enterprise recording and reporting procedures.

## Evidence Guide

<b>EVIDENCE GUIDE</b>	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
<b>Overview of assessment</b>	
<b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b>	<p>The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:</p> <ul style="list-style-type: none"> <li>• check equipment and storage facilities and identify current or impending faults</li> <li>• test bulk materials for moisture, contamination and quality</li> <li>• conduct silo readings</li> <li>• identify bulk materials pests and damage</li> <li>• handle and manoeuvre equipment</li> <li>• record bulk materials stocks and movements.</li> </ul>
<b>Context of and specific resources for assessment</b>	Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

## Range Statement

<b>RANGE STATEMENT</b>	
The range statement relates to the unit of competency as a whole.	
Handling may include:	<ul style="list-style-type: none"> <li>• bulk materials from any crop harvested in the organization (e.g., cereals, legumes, pulse crops, oilseeds and pasture seeds)</li> <li>• animal feed or fertilisers</li> <li>• safety equipment and procedures</li> <li>• the repair of the facility and equipment used to store the bulk materials.</li> </ul>



**Unit Sector(s)**

<b>Unit sector</b>	Work
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**Co-requisite units**

<b>Co-requisite units</b>		

**Competency field**

<b>Competency field</b>	
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