



Australian Government

PMC562070 Move materials

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to PMC562070B Move materials

Application

This unit of competency covers the skills and knowledge required to move materials around a site.

This unit of competency applies to operators who are required to plan the moving of materials; ensure safety requirements are in place; perform pre-start checks and operate the equipment; secure, shift and stack materials; and identify and take action on problems.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other shift team members, team leader and supervisor, as appropriate.

The person undertaking this role may require additional competencies to cover the operation of forklift trucks, cranes or other regulated load shifting devices.

Licensing or certification may be required by local Worksafe or other regulatory authority.

Pre-requisite Unit

Nil

Competency Field

Support

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

- | | | | |
|---|---------------------------------|------|---|
| 1 | Perform pre-start checks | 1.1 | Perform pre-start checks of all plant/equipment in strict accordance with manufacturer and enterprise requirements |
| | | 1.2 | Inspect, activate and check for safe operation all plant/equipment attachments consistent with standard operating procedures (SOPs) |
| | | | |
| 2 | Plan work load | 2.1 | Inspect work areas to identify hazards and implement the appropriate prevention/control measures |
| | | 2.2 | Take appropriate precautions to safeguard all site/non-site personnel |
| | | 2.3 | Erect signs and barricades, appropriate to the task, to conform with enterprise safety requirements |
| | | 2.4 | Select for the specific task appropriate personal protective equipment (PPE) in accordance with SOPs |
| | | 2.5 | Inspect work area to determine appropriate path for the movement of vehicular traffic |
| | | 2.6 | Ensure work permits are issued and received by authorised personnel as/when required in accordance with SOPs |
| | | 2.7 | Confirm job requirements and expectations with relevant personnel |
| | | 2.8 | Clarify non-standard requirements |
| | | 2.9 | Accurately identify materials to be moved |
| | | 2.10 | Identify and clarify material movements required |
| | | | |
| 3 | Shift loads | 3.1 | Accurately assess weight of load by specified methods to ensure compliance with equipment load plate specifications |
| | | 3.2 | Use the appropriate process/equipment to shift loads |

- 3.3 Observe all regulatory requirements regarding shifting loads
 - 3.4 Smoothly and consistently move controls and vehicle/equipment within safe operating practices/limits
 - 3.5 Use standard communication signals to coordinate safe movement of load
 - 3.6 Stack loads to enterprise specific requirements, ensuring the stability of the stack without creating a hazard to personnel and equipment
 - 3.7 Use appropriate equipment attachments to perform tasks according to standard enterprise procedures
 - 3.8 Effectively perform emergency evasive action should the need arise
- 4 **Close down plant/ equipment**
 - 4.1 Close down plant/equipment in accordance with SOPs
 - 4.2 Park/store and secure plant/equipment to conform with enterprise specific requirements
 - 4.3 Perform post-operational checks in strict accordance with manufacturer requirements and SOPs
 - 4.4 Clean down plant/equipment and dispose of waste following established procedures
 - 4.5 Complete all record keeping/logs/paperwork as required
- 5 **Rectify routine problems**
 - 5.1 Identify the range of faults that can occur during the operation
 - 5.2 Determine and rectify fault causes in accordance with procedures/work instructions
 - 5.3 Identify and rectify equipment failure causes in accordance with procedures/work instructions
 - 5.4 Make sure appropriate records and log books of equipment operations are maintained to meet procedures/work instructions
 - 5.5 Identify non-routine problems and report to designated

person

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used.

Applicable legislation, regulations, standards and codes of practice include:

- health, safety and environmental (HSE) legislation, regulations and codes of practice relevant to the workplace, equipment and production processes and hazardous materials
- Australian/international standards relevant to the materials being used and products being made
- any relevant licence and certification requirements.

All operations to which this unit applies are subject to stringent HSEI requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and such requirements the legislative requirements take precedence.

Procedures All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or any combination of:

- manufacturer's technical information
- job cards
- drawings
- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant.

Problems Routine problems must be resolved by applying known solutions.

Routine problems are predictable and include one or more of:

- equipment malfunctions
- determining safe routes
- scheduling of movements to suit production requirements
- differing load shifting requirements
- changing priorities over the shift.

Known solutions are drawn from one or more of:

- procedures
- training
- remembered experience.

Non-routine problems must be reported according to according to relevant procedures.

Tools and equipment Tools and equipment include one or more of:

- scrapers and tractors
- cleaning equipment and sweepers
- front end loaders
- hoists
- pallet shifters
- specialised loading equipment.

Hazards Hazards must be identified and controlled. Identifying hazards requires consideration of:

- heat, smoke, dust, vapours or other atmospheric hazards
- weight, shape, volume of materials to be handled
- hazardous products and materials
- sharp edges, protrusions or obstructions
- slippery surfaces, spills or leaks
- electricity
- gas
- gases and liquids under pressure
- noise
- rotational equipment or vibration
- plant services (steam, condensate, cooling water, etc)

- structural hazards
- equipment failures
- machinery, equipment and product mass
- limited head spaces or overhangs
- working at heights
- working in restricted or confined spaces
- other hazards that might arise.

Records and reports Records include one or more of:

- log books/sheets
- electronic records
- job/work sheets
- other records used for the smooth running of the plant.

Reports include one or more of:

- paper or electronic-based logs and reports
- verbal/radio reports
- reporting items found which require action.

Unit Mapping Information

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Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>