

	Unit ID: 1134
Domain	HEAVY EQUIPMENT OPERATIONS
Title:	Manage tow truck operations as part of surface mining and quarrying activities
Level: 4	Credits: 20

Purpose

This unit standard is intended for those who work in surface mining and quarrying operations. People holding credit for this unit standard are able to: Plan and prepare for work; demonstrate knowledge of the functions of a tow truck; perform maintenance and authorised service operations on tow truck equipment and attachments; start and shut down tow truck; drive a tow truck carrying or towing a vehicle or other load; operate ancillary equipment on the tow truck; complete work related documents; and clean up work area

Being credited with this unit standard does not enable a person to drive the vehicle on an open, public road. In order to do so, a person must be in possession of a valid and current driving licence relevant to this vehicle type.

Special Notes

1. Entry information:
 - Prerequisite
 - Unit 1113 - *Comply with health, safety and environmental rules and regulations pertaining to heavy equipment operations*
2. Assessment evidence may be collected from a real workplace or a simulated workplace in which surface mining and quarrying operations are carried out.
3. The credit allocated for this unit standard assumes that the candidate has the required driving licence.
4. Equipment, tools and material may include but are not limited to machine attachments, personal protective equipment, safety signs, fuel, specified oil and lubricants, and accessory tools.
5. Maintenance may include but is not limited to cleaning, authorised servicing and the monitoring, recording and reporting of faults. It may also include the conduct of authorised minor replacements and the provision of assistance to maintenance and repair activities.
6. Safe working practices include but are not limited to day-to-day observation of safety policies and procedures, and compliance with emergency procedures.
7. Performance of all elements in this unit standard must comply with all relevant legal and workplace requirements, contractual agreement and/or manufacturers' specifications.
8. Regulations and legislation, including subsequent amendments, relevant to this unit standard may include but are not limited to the following:
 - Labour Act, No. 11 of 2007

- Regulations relating to the Health and Safety of employees at work, 1997
- Road Traffic and Transport Regulations No. 52, 1999
- Government Notice No 53 Road Traffic and Transport Regulations and industry specific regulations, legislations, code of practice, or code of conduct.

Quality Assurance Requirements

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority on www.nta.com.na.

Elements and Performance Criteria

Element 1: Plan and prepare for work

Performance Criteria

- 1.1 Work instructions, including plans, specifications, quality requirements and operational details are obtained, explained, clarified and applied to the allocated task.
- 1.2 Safety requirements including personal protective clothing and equipment are obtained from the site safety plan, workplace policies and procedures, and applied to the allocated task.
- 1.3 On- and off-site traffic control requirements are obtained and implemented in line with workplace requirements.
- 1.4 Plant, tools, fuel, lubricants, ancillary equipment, fire extinguisher, tow attachments and accessories selected to carry out tasks are checked for consistency with the requirements of the job, their usability and any faults rectified or reported prior to commencement of work.
- 1.5 Workplace hazards and/or potential hazards are identified and removed or guarded.

Element 2: Demonstrate knowledge of the functions of a tow truck

Performance Criteria

- 2.1 The main functions of tow trucks are explained in terms of surface mining and quarrying processes.
- 2.2 The operation of all major components is explained in terms of their functions.
- 2.3 Safety features and warning devices on the tow truck are identified, and their purposes explained in accordance with manufacturers' specifications.

- 2.4 The maximum operating capacities and efficiencies are explained in terms of the specific tow truck capabilities in accordance with manufacturers' specifications.
- 2.5 Warnings from tow truck indicators and gauges are explained according to manufacturers' specifications.
- 2.6 Corrective actions are described or demonstrated in terms of responses to warnings received.

Element 3: Perform maintenance and authorised service operations on tow truck equipment and attachments

Performance Criteria

- 3.1 Towing equipment and attachments are checked for safe and efficient operating conditions.
- 3.2 Defects are reported to designated personnel in line with workplace procedures.

Element 4: Start and shut down tow truck

Performance Criteria

- 4.1 Pre-operational checks are carried out according to appropriate checklist and workplace procedures.
- 4.2 Daily and weekly operator maintenance is performed according to appropriate checklist and workplace procedures.
- 4.3 Start-up and shutdown procedures are followed according to manufacturer's specifications.
- 4.4 Operating hours are recorded, if required, in accordance with workplace requirements.
- 4.5 Tow truck maintenance and faults are reported in accordance with workplace requirements.

Element 5: Drive a tow truck carrying or towing a vehicle or other load

Performance Criteria

- 5.1 Work instructions are obtained and confirmed in line with workplace procedures.
- 5.2 Signs or indicators are fixed to the tow truck and/or vehicle if required.
- 5.3 Tow truck is manoeuvred in accordance with the established towing practice, regulations and/or permit requirements for the class of the tow truck involved and the vehicle or load being towed or carried.
- 5.4 Defensive driving techniques are applied for the prevailing surface, road, traffic, and weather conditions.

- 5.5 The tow truck is driven along designated routes in accordance with the relevant codes, legislative and workplace requirements.
- 5.6 The vehicle or load is transported and the tow truck manoeuvred in accordance with any required precautions relating to unusual or special characteristics of the vehicle or load.

Element 6: Operate ancillary equipment on the tow truck

Performance Criteria

- 6.1 Towing equipment is tested to ensure it functions correctly to manufacturers specifications.
- 6.2 Towing equipment is operated in accordance with manufacturers specifications and regulatory requirements.
- 6.3 Attachment points used in the towing operation and the weight of the vehicle being towed or load being carried are checked to ensure that they are consistent with established towing practice, regulatory requirements and the permissible safe working loads for the tow truck and its associated towing equipment.

Element 7: Complete work related documents

Performance Criteria

- 7.1 Work related documents are completed in accordance with contract and workplace requirements.
- 7.2 Maintenance and service related documents are completed in accordance with manufacturer and workplace requirements.
- 7.3 Documents related to accidents or other incidents are completed in accordance with workplace requirements.

Element 8: Clean up work area

Performance Criteria

- 8.1 Work area is cleared and materials disposed of or recycled in accordance with project environment management plan.
- 8.2 Plant, tools and equipments are cleaned, checked, maintained, serviced and stored in accordance with manufacturers' recommendations and standard work practices.

Registration Data

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