

## EUSRA110

# Maintain the security of facilities used for processing recyclables and other materials



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### Overview

This unit is designed for the candidate to demonstrate competence in contributing to the maintenance and security of the workplace and the equipment, tools, materials and other resources used there. The candidate must demonstrate that equipment, tools, materials and other resources are stored securely when not in use and identify breaches of security and report them to an appropriate person.

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### Performance criteria

*You must be able to:*

#### **Maintain the security of facilities used for processing recyclables and other materials**

- P1 make sure that you follow correct entering and leaving procedures in accordance with approved procedures and practices
- P2 make sure that suspicious occurrences are reported promptly to an appropriate person
- P3 identify breaches of security and report them immediately to an appropriate person
- P4 make sure that confidentiality of information is maintained
- P5 obtain and record the use of tools, equipment and other resources in accordance with organisational procedures and practices
- P6 make sure that tools, equipment, materials and other resources used for work are safely and securely stored

*You must be able to:*

#### **Use and communicate data and information**

- P7 report, to an appropriate person, unsafe plant, equipment, issues that may compromise security, and hazardous situations
- P8 give health and safety information to others in accordance with approved procedures and practices

*You must be able to:*

#### **Resolve problems that could affect the safe working environment**

- P9 take appropriate action within your area of responsibility where incidents could affect the safe working environment
- P10 resolve day-to-day problems within your area of responsibility
- P11 refer matters outside your responsibility to an appropriate person

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### Knowledge and understanding

*You need to know and understand:*

#### **General**

- K1 the main responsibilities of the employer and employee under the 'Health and Safety at Work Act 1974'
- K2 the safe procedures for handling hazardous materials
- K3 the range and use of personal protective equipment
- K4 organisational accident and incident recording and reporting procedures

*You need to know and understand:*

#### **Maintain the security of facilities**

- K5 how to recognise suspicious occurrences and who to inform
- K6 how to recognise breaches of security and who to inform
- K7 the entering and leaving procedures for the facility
- K8 what information about the organisation and individuals is confidential
- K9 how to immobilise vehicles, machinery and equipment
- K10 the procedures for obtaining equipment and materials
- K11 formal recording of use of equipment and materials
- K12 the location and security of keys of vehicles and plant

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## Additional Information

### Behaviours

You work in a manner which you:

1. show you are vigilant for potential risks and hazards
2. show awareness of the effects of own actions

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**Suite** Recycling Activities

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