

# EUSRA3424

## Control maintenance and other engineering operations for recycling activities



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### Overview

This unit is about controlling maintenance and other engineering operations on recycling activities. It requires the production of maintenance schedules and giving clear instructions to those responsible for carrying them out. It involves monitoring work to ensure it complies with contractual and legal requirements.

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### Performance criteria

*You must be able to:*

#### **Control maintenance and other engineering operations on recycling activities**

- P1 confirm the maintenance activities that are required to achieve requirements and use the data to draw up the most suitable programme
- P2 schedule the time and resources available for undertaking the maintenance activities identified
- P3 produce maintenance schedules that are capable of meeting all relevant requirements and comply with legislation,
- P4 ensure your schedules meet the requirements of external bodies and equipment manufacturers
- P5 produce contingency plans which take account of potential difficulties
- P6 specify clearly and record the maintenance schedule in accordance with organisational procedures
- P7 implement procedures to ensure that test certificates and operator certificates are kept up-to-date
- P8 ensure those responsible for maintenance and other engineering activities will have the necessary resources available to carry out work to the required standard

*You must be able to:*

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

- P9 communicate the maintenance schedules to the people involved in implementing them and to others who would be affected by them
- P10 provide clear and accurate instructions to those responsible for maintenance and other engineering activities and check they understand what is required
- P11 review regularly the frequency, nature and causes of breakdowns and use the information to resolve the problems and prevent failures
- P12 follow organisational procedures for communicating information to other people
- P13 maintain records in accordance with organisational requirements
- P14 check with appropriate personnel any circumstance where information appears to be incorrect

*You must be able to:*

#### **Resolve problems that could affect maintenance and other operation**

- P15 resolve day-to-day problems within the responsibility of the job role
- P16 refer problems and conditions outside the responsibility of the job role to the appropriate personnel using organisational procedures
- P17 report to the appropriate personnel any situations that require additional intervention

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### Knowledge and understanding

*You need to know and understand:*

#### **General**

- K1 the main responsibilities of employers and employees under the 'Health and Safety at Work etc Act 1974'
- K2 the approved procedures and practices for dealing with Health and Safety and the environment related to the individual and others
- K3 the safe procedure for handling hazardous materials
- K4 the range and use of personal protective equipment for this sector
- K5 the organisations accident and incident recording and reporting procedures

*You need to know and understand:*

#### **Control maintenance and other engineering operations**

- K6 relevant legislation applicable to maintenance and other engineering activities
- K7 the maintenance activities required for the plant, systems, equipment, vehicles, buildings and structures for which you are responsible
- K8 the requirements for statutory testing of equipment and operator certificates
- K9 the time and resources needed for the required maintenance activities
- K10 the factors to be taken into account when scheduling maintenance activities, including any insurance company requirements
- K11 what difficulties might occur when implementing maintenance activities and what should be included in contingency plans
- K12 the importance of checking people's understanding of instructions
- K13 the technical skills needed for the maintenance and engineering activities carried out on your site, how to check that the people involved have the required skills and what to do in response to a perceived skills deficit
- K14 the system for allocating contracts and permits to work and your role and responsibility in relation to these
- K15 the terms and conditions of contracts for which you are responsible, including any insurance policy conditions regarding contract work
- K16 the quality assurance systems that are being used for the maintenance and other engineering activities
- K17 organisational procedures and legal requirements for environmental protection and safe working practices
- K18 the importance of enforcing procedures for quality, safety and environmental protection and the actions to take in response to deviations from these
- K19 organisational or site procedures and requirements for reporting faults and initiating repairs

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- K20 the factors that increase the likelihood of breakdowns and action to take to prevent or reduce these, including the relationship between breakdowns and planned maintenance
- K21 organisational procedures for implementation, control and completion of contracts
- K22 the recording systems used for maintenance schedules and records, permits to work and other contract information
- K23 safe handling procedures

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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 you encourage and support others to make the best of their abilities

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**Suite** Recycling Activities

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