

## EUSRA3432

# Control activities for the processing or storage of recyclables and other materials



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### Overview

This unit is about making sure the work carried out complies with relevant legislation

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### Performance criteria

*You must be able to:*

#### **Monitor work carried out at the recycling processing or storage site**

- P1 monitor work activities and methods and ensure they are carried out in accordance with organisational procedures and practices
- P2 ensure a programme of work is established, and is followed, to achieve the standards required for processing or storage operations
- P3 follow organisational procedures to ensure hazards are identified and risks to safety, health and the environment are minimised
- P4 ensure resources are available and operational to carry out work activities

*You must be able to:*

#### **Control work practices and make sure they are understood and followed**

- P5 communicate programmes of work and operational instructions to all staff
- P6 ensure personnel comply with site operational procedures
- P7 ensure that personnel comply with systems of work

*You must be able to:*

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

- P8 follow operational and organisational procedures for communicating information to other people
- P9 maintain records in accordance with operational and organisational requirements
- P10 inform appropriate personnel of any circumstance where information is incorrect

*You must be able to:*

#### **Resolve problems that could affect the control of activities**

- P11 resolve day-to-day problems within the responsibility of the job role
- P12 refer problems and conditions outside the responsibility of the job role to the appropriate personnel using organisational procedures
- P13 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 incidents recording and reporting procedures

*You need to know and understand:*

#### **Control operations for the processing or storage of recyclables and other materials**

- K6 relevant legislation, regulations and Codes of Practice applicable to safety, health and environment
- K7 the sorts of processing/storage processes suitable for the recyclables and other materials received on site and the use and limitations of these
- K8 the handling implications of the recyclables and other materials processed/stored on site
- K9 the risks to safety, health and the environment arising from the treatment of recyclables and other materials and the procedures required to minimise and manage risk
- K10 how to communicate operational instructions orally and in writing
- K11 the importance of checking people's understanding of operational instructions and how to do this
- K12 the technical skills needed for the processing/storage operations carried out on site

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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 use different leadership styles depending on individual circumstances

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**Suite** Recycling Activities

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