
Overview

Physical resources – for example, maps, communication equipment, accommodation, equipment, transport, first aid kit, food, water and fuel – are vital aspects of any expedition. Those responsible will need to ensure that adequate resources are available when required and that these resources are fit for purpose. Efficient and effective procurement will be important as will the ongoing management and maintenance of these resources.

The unit is recommended for Expedition Managers and Co-ordinators, logisticians, quartermasters and technical experts.

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Performance criteria

You must be able to:

- P1 identify the resources needed for the expedition in association with expedition members and other stakeholders
- P2 evaluate the ways resources have been used in the past and how they might be used in the future
- P3 identify the range and quantity of resources needed for activities in your area of responsibility, including likely contingencies
- P4 make a case for these resources, showing the costs involved and the expected benefits
- P5 negotiate adjustments to your planned activities, if the required resources cannot be obtained in full
- P6 identify suppliers to provide resources which are fit for purpose , within required timescales and within budget
- P7 make sure resources are secure and properly maintained
- P8 monitor how people are using resources and maintain records of service, use and maintenance
- P9 deal with any significant discrepancies between planned and actual resource use

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Knowledge and understanding

You need to know and understand:

General knowledge and understanding

- K1 explain why it is important to involve people who use resources to help identify, plan and monitor their use
- K2 describe how to identify the range and calculate the quantity of resources needed
- K3 describe how to carry out a cost/benefit analysis
- K4 describe how to make a case for resources
- K5 explain how to make adjustments to planned activities to take account of resource shortfalls
- K6 describe how to procure resources in order to achieve quality criteria and value for money
- K7 describe the procedures you must follow for keeping secure the resources you are responsible for
- K8 describe the maintenance procedures you must follow for the resources you are responsible for
- K9 explain the importance of monitoring the use of resources

Industry/sector specific knowledge and understanding

- K10 describe main types of resources used during expeditions and the requirements for procuring and maintaining them

Context specific knowledge and understanding

- K11 explain how resources are used in your area of responsibility
- K12 describe the trends and developments in the use of resources in your area of responsibility
- K13 explain the main activities in your area of responsibility and possible contingencies
- K14 describe and evaluate a range of suppliers for the types of resources you are responsible for

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Additional Information

Behaviours

1. You recognise changes in circumstances promptly and adjust plans and activities accordingly
2. You prioritise objectives and plan work to make the best use of time and resources
3. You accurately calculate risks, and make provision so that events do not impede the achievement of objectives
4. You monitor the quality of work and progress against plans and take appropriate corrective action, where necessary
5. You make best use of existing sources of information
6. You identify clearly the value and benefits to people of a proposed course of action
7. You identify the range of elements in a situation and how they relate to each other

Skills

Listed below are the main generic 'skills' which need to be applied in this unit. These skills are explicit/implicit in the detailed content of the unit and are listed here as additional information.

1. Research
2. Information management
3. Analysis
4. Planning
5. Negotiating
6. Monitoring
7. Problem solving

Links to other NOS

This unit is linked to units SKAA29 Manage finance for your area of responsibility and SKAA215 Contract management in the suite of National Occupational Standards for Expedition Leadership and Management.

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Developed by	SkillsActive
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Version number	1
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Date approved	April 2009
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Indicative review date	April 2014
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Validity	Current
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Status	Tailored
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Originating organisation	Management Standards Centre
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Original URN	SA44NA214
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Relevant occupations	Associate Professionals and Technical Occupations; Leisure, travel and tourism; Sport, leisure and recreation; Sports and Fitness Occupations
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Suite	Expedition Leadership and Management
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Key words	manage, physical, resource, expedition
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