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#### SOUTH AFRICAN QUALIFICATIONS AUTHORITY

<b>SAQA US ID</b>	<b>UNIT STANDARD TITLE</b>			
259620	Manoeuvre materials safely by hand in a workplace			
<b>ORIGINATOR</b>				
SGB Occupational Health and Safety				
<b>FIELD</b>			<b>SUBFIELD</b>	
Field 09 - Health Sciences and Social Services			Preventive Health	
<b>ABET BAND</b>	<b>UNIT STANDARD TYPE</b>	<b>PRE-2009 NQF LEVEL</b>	<b>NQF LEVEL</b>	<b>CREDITS</b>
Undefined	Regular	Level 2	NQF Level 02	2
<b>REGISTRATION STATUS</b>		<b>REGISTRATION START DATE</b>	<b>REGISTRATION END DATE</b>	<b>SAQA DECISION NUMBER</b>
Reregistered		2015-07-01	2018-06-30	SAQA 10105/14
<b>LAST DATE FOR ENROLMENT</b>		<b>LAST DATE FOR ACHIEVEMENT</b>		
2019-06-30		2022-06-30		

In all of the tables in this document, both the pre-2009 NQF Level and the NQF Level is shown. In the text (purpose statements, qualification rules, etc), any references to NQF Levels are to the pre-2009 levels unless specifically stated otherwise.

This unit standard replaces:

US ID	Unit Standard Title	Pre-2009 NQF Level	NQF Level	Credits	Replacement Status
119568	Demonstrate basic occupational health and knowledge pertaining to the principles of handling of materials in a workplace	Level 1	NQF Level 01	1	Complete

#### PURPOSE OF THE UNIT STANDARD

The person credited with this unit standard is able to explain the types, size and weight of goods and materials which safely manoeuvred by hand as well as safe handling techniques. The learner will be able to explain the physical and psychological limitations that exist for the safe manoeuvring of goods and materials by hand and be able to manoeuvre material in a manner that does not expose the worker to possible injury or harm by using incorrect tools and equipment.

The qualifying learner is capable of:

- Describing the materials which may be safely manoeuvred by hand.
- Describing the occupational health and safety requirements for the manual manoeuvring of materials in a workplace.

#### LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

- Communication at NQF Level 1 or equivalent.
- Mathematical Literacy at NQF Level 1 or equivalent.

#### Specific Outcomes and Assessment Criteria:

##### SPECIFIC OUTCOME 1

Describe the materials which may be safely manoeuvred by hand.

##### ASSESSMENT CRITERIA

##### ASSESSMENT CRITERION 1

The types of material that may have an environmental impact if not manoeuvred by hand are described.

**ASSESSMENT CRITERION 2**

The limitations in size and weight of material that can be safely manoeuvred by hand are named.

**ASSESSMENT CRITERION 3**

The consequences of not identifying materials which must be manoeuvred by hand are explained with examples.

**SPECIFIC OUTCOME 2**

Describe the occupational health and safety requirements for the safe manual manoeuvring of materials in a workplace.

**ASSESSMENT CRITERIA****ASSESSMENT CRITERION 1**

The types of injuries that can arise from unsafe manual manoeuvring of material in a workplace are described in terms of their impact on workers and the organisation.

**ASSESSMENT CRITERION 2**

Safe techniques used for the manual manoeuvring of material are described.

**ASSESSMENT CRITERION 3**

The environmental conditions that will have an affect on the worker's ability to safely manually manoeuvre material by hand are identified.

**ASSESSMENT CRITERION RANGE**

Environmental conditions may include but are not limited to uneven surfaces, steps, height of steps, slippery conditions and ergonomic conditions.

**ASSESSMENT CRITERION 4**

The physical and psychological limitations which must be considered when manually manoeuvring materials by hand are explained.

**ASSESSMENT CRITERION 5**

Personal protective equipment required to safely manoeuvre specific material by hand is identified.

**ASSESSMENT CRITERION 6**

Material is manoeuvred manually in a manner that demonstrates compliance with occupational health and safety requirements.

**UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS**

☒ An individual wishing to be assessed (including through RPL) against this unit standard may apply to an assessment agency, assessor or provider institution accredited by the relevant ETQA or an ETQA that has a Memorandum of Understanding in place with the relevant ETQA.

☒ Anyone assessing a learner against this unit standard must be registered as an assessor with the relevant ETQA or an ETQA that has a Memorandum of Understanding in place with the relevant ETQA.

☒ Any institution offering learning that will enable achievement of this unit standard or assessing this unit standard must be accredited as a provider with the relevant ETQA or an ETQA that has a Memorandum of Understanding in place with the relevant ETQA.

☒ Moderation of assessment will be conducted by the relevant ETQA at its discretion.

**UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE**

☒ Safe handling techniques.

☒ Personal Protective Equipment used in the workplace.

**Critical Cross-field Outcomes (CCFO):****UNIT STANDARD CCFO IDENTIFYING**

Identify and solve problems in the process of handling materials in the workplace in a safe manner.

#### **UNIT STANDARD CCFO WORKING**

Work effectively with others so that materials are handled safely and with the correct tools and equipment.

#### **UNIT STANDARD CCFO ORGANISING**

Organise and manage oneself and one's activities in order to have the right tools and equipment for the handling of specific types of materials and in the use of PPE.

#### **UNIT STANDARD CCFO COLLECTING**

Collect, analyse, organise and critically evaluate information in order to make decisions on how to handle materials in the workplace safely and to identify the tools and equipment to be used.

#### **UNIT STANDARD CCFO SCIENCE**

Use science and technology to assist where applicable to handle the materials safely in the workplace.

#### **UNIT STANDARD CCFO DEMONSTRATING**

Demonstrate an understanding of the world as a set of related systems where materials that are not handled in a safe way could lead to injuries to people and damage to materials and assets.

#### **UNIT STANDARD CCFO CONTRIBUTING**

In order to contribute to the full personal development of each learner and the social and economic development of society at large, it must be the intention underlying any programme of learning to make an individual aware of the importance of: reflecting on and exploring a variety of strategies to learn more effectively in order to handle materials safely.

#### **UNIT STANDARD NOTES**

This unit standard replaces unit standard 119568, "Demonstrate basic occupational health and knowledge pertaining to the principles of handling of materials in a workplace", Level 1, 1 credits.

Terminology:

☒ "Specified requirements" include legal and site-specific requirements and are contained in the following documents.

Legal:

- ☒ Relevant current legislation, regulations and directives pertaining to mining and occupational health and safety.
- ☒ Mandatory Codes of Practice.
- ☒ South African National Standards and other relevant Standards.

Site-Specific:

- ☒ Hazard Identification and Risk Assessments (HIRA).
- ☒ Occupational Health and Safety Risk Management Programme.
- ☒ Managerial Instructions.
- ☒ Organisational Standard Procedures.
- ☒ List of Recorded OHS Risks.
- ☒ Working Guides.
- ☒ Equipment and Materials Specifications.
- ☒ Acceptable subject related theory.