

Unit ID: 327	
Domain	SAFARI AND TOUR OPERATIONS
Title:	Perform basic vehicle checks for safari and tour operations
Level: 3	Credits: 4

Purpose

This unit standard specifies the competencies required to carry out basic vehicle maintenance as part of safari and tour operations. It includes maintaining and service vehicle systems, carrying out minor repairs of a vehicle, minimising hazards to safe operation of vehicle and completing documentation. This unit standard is intended for those who work in safari and tour operations in the hospitality and tourism industry.

Special Notes

1. Entry information
 - Prerequisite:
 - Unit 42 *Follow workplace health, safety and hygiene procedures in a hospitality establishment* or demonstrated equivalent knowledge and skills.
2. Assessment evidence may be collected from a real workplace, or simulated real workplace or an appropriate simulated realistic environment in which safari and tour operations are carried out.
3. Workplace procedures may include company procedures, establishment procedures, organisational procedures, established industry procedures.
4. Work must be carried out in compliance with the regulations of the relevant roads and traffic authority.
5. Work involves the application of routine vehicle checking and maintenance principles and procedures to service and maintain a commercial vehicle across a variety of operational contexts.
6. All inspection, operation and maintenance procedures associated with the use of tools and equipment shall comply with establishment procedures and manufacturer's instructions.
7. *Safe working practices* include day to day observation of safety policies and procedures, legislative requirements and professional requirements.
8. '*Specifications*' refers to any, or all of the following: manufacturer's specifications and recommendations, establishment specific requirements.
9. Regulations and legislation relevant to this unit standard include the following:
 - Labour Act No 6, 1992
 - Namibia Tourism Board Act 21 of 2000

- Road Traffic and Transport Act, No. 22 of 1999
- Road Traffic & Transport Regulation of 2001
- Occupational Health and Safety Regulations No.18, 1997 and all subsequent amendments to any of the above.

Quality Assurance Requirements

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority. All approved unit standards, qualifications and national assessment arrangements are available on the Namibia Training Authority website www.nta.com.na

Elements and Performance Criteria

Element 1: Check vehicle

Range

Routine checks include but are not limited to lights (head lights, indicators, brake lights, reverse lights), oil, brake fluid, clutch fluid, petrol, diesel, tyre pressure, vehicle logs and reports, spare tyre and jack.

Types of vehicle include but are not limited to any commercial road transport vehicle including light vehicle, heavy vehicle, combination vehicle.

Routine checks include checks prior to operations, on completion of operations, on completion of maintenance activities.

Performance Criteria

- 1.1 Routine checks are made of vehicle systems and appropriate action is initiated for maintenance where required in line with establishment procedures.
- 1.2 Safety procedures are followed when carrying out routine checks of a vehicle in line with establishment procedures.

Element 2: Complete documentation

Range

Documentation and records may include but are not limited to workplace procedures, checklists and instructions, vehicle manufacturer's instructions, specifications and recommended procedures, safety procedures.

Performance Criteria

- 2.1 Documentation and records of routine servicing, maintenance and repairs are updated as required and kept in line with establishment procedures.

Registration Data

Subfield:	Hospitality and Tourism
Date first registered:	29 March 2007
Date this version registered:	29 March 2007
Anticipated review:	2017
Body responsible for review:	Namibia Training Authority