

		Unit ID: 766
Domain	COURIER OPERATIONS	
Title:	Check and clean trailers as part of postal operations	
Level: 2	Credits: 5	

Purpose

This unit standard specifies the competency required to check and clean trailers as part of postal; operations. It includes checking general trailer condition and cleaning and maintaining trailer after use. This unit standard is intended for those who work in postal service operations.

Special Notes

1. Entry information

Prerequisite:

- Unit 737 *Follow safety and security work procedures in a postal services environment* 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 postal operations are carried out.

3. Regulations and legislation relevant to this unit standard include the following:

- Namibia Post and Telecommunications Establishment Act, No. 17 of 1992
 - Namibia Labour Act, No 11 of 2007
 - Social Security Act, Act no. 34 of 1994
 - National Road Traffic Act 22 of 1999; Chapter 6 part 4 (Hazardous goods)
 - 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 general trailer condition

Range

Checks may include but are not limited to: air pressure in tyres; brakes; lights; condition of tyres; suspension; coupling systems.

Performance Criteria

- 1.1 Visual check of general trailer condition is carried out in line with company procedures.
- 1.2 Associated equipment is tested to ensure it functions correctly to manufacturer's specifications.
- 1.3 Faults are identified and appropriate action taken to report or remedy them as required in line with company procedures.

Element 2: Clean and maintain trailer after use

Performance Criteria

- 2.1 Trailer and associated equipment are cleaned after use in line with company procedures.
- 2.2 Trailer is inspected for damage after use in line with company procedures.
- 2.3 Trailer performance is maintained through pre-operational inspections, routine checks and maintenance, and minor routine repairs of the trailer where required in line with manufacturer's and company requirements.
- 2.4 Safety procedures are followed when carrying out routine checks of trailer in line with company procedures.
- 2.5 Performance and efficiency of trailer operation is monitored during use in line with company procedures.
- 2.6 Condition of trailer is checked for compliance with company requirements for warning devices, manufacturer's specifications and the nature of road to be followed.
- 2.7 Defective or irregular performance or malfunctions are reported to appropriate persons in line with company procedures.
- 2.8 Records of trailer inspection are updated and recommended repairs documented in line with company procedures.

Registration Data

Subfield:	Postal Services
Date first registered:	
Date this version registered:	
Anticipated review:	
Body responsible for review:	Namibia Training Authority