

	<b>Unit ID: 704</b>
<b>Domain</b>	<b>ROAD CONSTRUCTION AND MAINTENANCE - CORE</b>
<b>Title:</b>	<b>Undertake road construction and maintenance tasks using hand tools</b>
<b>Level: 1</b>	<b>Credits: 3</b>

**Purpose**

This unit standard is intended for those who work in road construction and maintenance operations. People holding credit for this unit standard are able to: Prepare for task, use hand tools and clean up the task area.

**Special Notes**

1. Entry information:
 

Prerequisite

  - Unit 712 - *Comply with health, safety and environmental rules and regulations in road construction and maintenance work operations.*
2. Assessment evidence may be collected from a real workplace, a simulated real workplace or an appropriate simulated realistic environment in which road construction and maintenance operations are carried out.
3. This unit standard is to be assessed in the context of road construction and maintenance operations and should be assessed in conjunction with other relevant technical unit standards selected from this subfield.
4. This unit standard covers tasks which require the use of hand tools such as: spades, shovels, picks, trowels, hammers, spanners, pliers, pangas, hand saws, rakes and brooms, and excludes any power driven hand tools. Assessment requires the use of at least three different hand tools.
5. All inspection, operation and maintenance procedures associated with the use of hand tools shall comply with manufacturers' guidelines and instructions.
6. '*Specifications*' refers to any, or all of the following: manufacturers' specifications and recommendations, site and workplace specific requirements.
7. Regulations and legislation relevant to this unit standard include the following:
  - Labour Act, No. 11 of 2007 as amended
  - Occupational Health and Safety Regulations No. 18, 1997
  - Road Traffic and Transport Regulations No. 52, 1999 and Government Notice No 53 Road Traffic and Transport Regulations.
  - Road Ordinance 1972 and other relevant legislations.

## **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 on [www.nta.com.na](http://www.nta.com.na)

## **Elements and Performance Criteria**

### **Element 1: Prepare for task.**

#### **Performance Criteria**

- 1.1 Task instructions, including plans, specifications, quality requirements and operational details are confirmed with the supervisor.
- 1.2 Safety requirements are confirmed with the supervisor.
- 1.3 Hand tools selected to carry out tasks are consistent with the requirements of the task, checked for usability and any faults fixed or reported prior to starting the task.

### **Element 2: Use hand tools.**

#### **Performance Criteria**

- 2.1 Hand tools are used safely and effectively according to their intended use.
- 2.2 Hand tools are regularly checked and maintained as necessary to ensure safe and effective usability.
- 2.3 Hand tools are safely located and stored when not in immediate use.

### **Element 3: Clean up.**

#### **Performance Criteria**

- 3.1 Task area is cleared and materials disposed of, reused or recycled in accordance with instructions.
- 3.2 Hand tools are cleaned, checked, maintained and stored in accordance with instructions.
- 3.3 Unused materials are safely stored, stacked for future use and recorded in accordance with workplace procedures.

## **Registration Data**

<b>Subfield:</b>	Road Construction and Maintenance
<b>Date first registered:</b>	12 November 2009
<b>Date this version registered:</b>	12 November 2009
<b>Anticipated review:</b>	2013
<b>Body responsible for review:</b>	Namibia Training Authority