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## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

### REGISTERED UNIT STANDARD:

#### Operate counter-balanced lift truck

SAQA US ID	UNIT STANDARD TITLE			
242974	Operate counter-balanced lift truck			
ORIGINATOR		ORIGINATING PROVIDER		
SGB Transport and Logistics Operations				
QUALITY ASSURING BODY				
-				
FIELD			SUBFIELD	
Field 11 - Services			Transport, Operations and Logistics	
ABET BAND	UNIT STANDARD TYPE	PRE-2009 NQF LEVEL	NQF LEVEL	CREDITS
Undefined	Regular	Level 3	NQF Level 03	7
REGISTRATION STATUS		REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Reregistered		2012-07-01	2015-06-30	SAQA 0695/12
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT		
2016-06-30		2019-06-30		

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 does not replace any other unit standard and is not replaced by any other unit standard.

### PURPOSE OF THE UNIT STANDARD

The person credited with this Unit Standard is able to operate a counter-balanced lift truck in a safe manner. They will also be able to conduct pre and post inspections to ensure the performance of the lift truck. The person will be able to handle the loading and storage of freight by using the equipment and its accessories in the required manner. They will also be able to access emergency system and services in the event of an incident or accident.

The qualifying learner is capable of:

- Applying the recognised methods for inspecting and recording the operational fitness of all components of the lift truck with reference to safety procedures in the workplace.
- Identifying and classifying freight/loads taking into account documentation, packaging and labelling associated with the specific freight.
- Handling, loading and storing freight in accordance with industry standards environmental requirements, and with due consideration to inter alia the commodities and their properties, storage area and placement of load.
- Achieving maximum work performance of lifting equipment and attachments, by applying knowledge of equipment dimensions, controls, principles of operation and capacities, manufacturing specifications and circumstances in the working environment.
- Operating equipment in accordance with laid down organisational and legislative standards and procedures as well as manufacturer's guidelines.

- Accessing available emergency support system and services in case of incidents and accidents.

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

It is assumed that learners accessing this unit standard will have demonstrated competence in:

- Communication at NQF Level 2 or equivalent.
- Mathematical Literacy at NQF Level 2 or its equivalent.

### **UNIT STANDARD RANGE**

The applied competence expressed in this standard may be demonstrated across a range of lift trucks (capacity, functionality) involved in familiar operational functions in any industry context, and in any environmental conditions.

Lift Truck shall include:

- F1: Counterbalanced lift truck up to rated capacity of 3000kg.
- F2: Counterbalanced lift truck up to rated capacity of 7000kg.
- F3: Counterbalanced lift truck up to rated capacity of 15000kg.
- F4: Counterbalanced lift truck above a rated capacity of 15000kg.

The Codes and Attachments correspond with the National Code of Practice.

Attachments and special equipment shall include:

- A: Side Shift.
- B: Single pole.
- C: Carton or paper roll clamp.
- D: Crane Hook.
- E: Push Pull/Slip sheet equipment.
- F: Load Rotator.
- H: Load Extender Pantograph.
- J: Tilting Bucket.
- K: Tandem Forks.
- L: Container Vanning and Devanning.
- M: Container Handling.
- N: Forks.
- O: Cradle (Safety Cage).

## **Specific Outcomes and Assessment Criteria:**

### **SPECIFIC OUTCOME 1**

Apply the recognised methods for inspecting and recording the operational fitness of all components of the lift truck with reference to safety procedure in the workplace.

### **ASSESSMENT CRITERIA**

#### **ASSESSMENT CRITERION 1**

Methods for inspecting the operational fitness of all components on the lift truck are described with examples.

#### **ASSESSMENT CRITERION 2**

Pre and post inspections are conducted using the operations check-sheet.

#### **ASSESSMENT CRITERION 3**

Basic faults and defects on the mechanical function of the lift truck are identified and recorded in the required format.

### **SPECIFIC OUTCOME 2**

Identify and classify freight/loads taking into account documentation, packaging and labelling associated with the specific freight.

### **ASSESSMENT CRITERIA**

#### **ASSESSMENT CRITERION 1**

Freight/load types are identified and explained with examples.

### **ASSESSMENT CRITERION 2**

Freight/load documentation, packing and labelling requirements are described with examples.

### **ASSESSMENT CRITERION 3**

Common freight codes, from a handling perspective, are identified and explained with examples.

### **ASSESSMENT CRITERION 4**

Freight/loads are classified in accordance with organisational classification standards and procedures.

### **SPECIFIC OUTCOME 3**

Handle, load and store freight in accordance with industry standards, environmental requirements, and with due consideration to inter alia the commodities and their properties, storage area and placement of load.

### **ASSESSMENT CRITERIA**

#### **ASSESSMENT CRITERION 1**

The reasons for selecting specific handling methods and attachments for particular commodities/freight are explained with examples.

#### **ASSESSMENT CRITERION 2**

The reasons for selecting a particular piece of lifting equipment for a particular type of freight are explained with examples.

#### **ASSESSMENT CRITERION 3**

The specific selection of storage facilities for different freight types is explained with examples.

#### **ASSESSMENT CRITERION RANGE**

Different freight types includes but not limited to dangerous goods, perishables, foodstuffs, break-bulk, liquids.

#### **ASSESSMENT CRITERION 4**

Freight/load is handled, loaded and stored in accordance with organisational standards and procedures.

### **SPECIFIC OUTCOME 4**

Achieve maximum work performance of lifting equipment and attachments, by applying knowledge of equipment dimensions, controls, principles of operation and capacities, manufacturing specifications and circumstances in the working environment.

### **ASSESSMENT CRITERIA**

#### **ASSESSMENT CRITERION 1**

The operating functions of the particular lift truck relevant for the job environment and environmental conditions and freight types are identified and explained with examples.

#### **ASSESSMENT CRITERION 2**

Lifting equipment is evaluated and repair or replacement of parts is reported in required format and arranged in the required time frame.

#### **ASSESSMENT CRITERION 3**

The importance of applying a basic mechanical appreciation of the lifting equipment, operating of the lifting equipment and its attachments is explained with examples of the consequences of not doing so.

### **SPECIFIC OUTCOME 5**

Operate equipment in accordance with laid down organisational and legislative standards and procedures as well as manufacturer's guidelines.

**OUTCOME RANGE**

Operating includes the actual lifting, stacking manoeuvring, shutting down and parking of the lift truck.

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

The operating functions of the lift truck relevant for the work environment, and different environmental conditions and freight types are explained with examples.

**ASSESSMENT CRITERION 2**

The effect of the environment and equipment constraints on safe operating procedures and practices are explained with examples.

**ASSESSMENT CRITERION 3**

Operating equipment is used in accordance with operation instructions, loading guidelines and legislative standards and procedures.

**ASSESSMENT CRITERION 4**

Corrective actions required to prevent dangerous situations arising are explained with examples.

**ASSESSMENT CRITERION RANGE**

Dangerous situations could include but are not limited to: weather, lighting conditions, visibility, overloading.

**SPECIFIC OUTCOME 6**

Access available emergency support systems and services in case of incidents and accidents.

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

Support systems and emergency services are sourced in cases of incidents and accidents according to organisational procedures.

**ASSESSMENT CRITERION 2**

The most appropriate course of action is explained in relation to safe working practices and procedures.

**ASSESSMENT CRITERION 3**

The most appropriate course of action to avoid a potential hazard is explained in relation to safe working practices in the working environment.

**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.
- Anyone assessing a learner against this unit standard must be registered as an assessor 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.
- Moderation of assessment will be conducted by the relevant ETQA at its discretion.

**UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE**

The following embedded knowledge is addressed in an integrated way in the unit standard:

- Occupational Health and Safety Act; Driven Machinery regulations; environment; operating method; packaging, labelling, and personal protective equipment.
- National Road Traffic Act where public roads are used.
- The relevant attachments applicable to handling various categories of freight.
- Basic mechanical appreciation.
- Equipment dimensions/capacity and controls in relation to safety and maximum work performance.
- Product handling and storage principles and specifications.

- Available support systems and emergency care services.
- The different makes (manufacturers) and codes of lift trucks in the market.

#### UNIT STANDARD DEVELOPMENTAL OUTCOME

N/A

#### UNIT STANDARD LINKAGES

N/A

### **Critical Cross-field Outcomes (CCFO):**

#### UNIT STANDARD CCFO IDENTIFYING

Identify and solve problems in the case of damaged packaging/labelling.

#### UNIT STANDARD CCFO WORKING

Work efficiently with others and in teams by demonstrating initiative in selecting the most appropriate means of communication with work colleagues to facilitate efficient and safe freight handling.

#### UNIT STANDARD CCFO ORGANISING

Manage and organise oneself by continually evaluating whether maximum work performance of lifting equipment was achieved given the operating conditions, and based on this, gain improved work performance consistently.

#### UNIT STANDARD CCFO DEMONSTRATING

- Demonstrate initiative in selecting the most appropriate gear and equipment dependent on lift truck codes, freight characteristics and environmental conditions.
- Demonstrate an understanding of the world as a set of related systems by understanding the impact of safe working practices on people safety, the environment and cost effective business operations.

#### QUALIFICATIONS UTILISING THIS UNIT STANDARD:

	ID	QUALIFICATION TITLE	PRE-2009 NQF LEVEL	NQF LEVEL	STATUS	END DATE	QUALITY ASSURING BODY
Elective	<a href="#">58718</a>	National Certificate: Metals Processing	Level 2	NQF Level 02	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">48794</a>	National Certificate in Quality Checking of Tyres and Tyre Components	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">71989</a>	National Certificate: Automotive Components: Manufacturing and Assembly	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">58862</a>	National Certificate: Electro-Mechanical Winding	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">58720</a>	National Certificate: Engineering Fabrication	Level 3	NQF Level 03	Reregistered	2015-06-30	As per Learning Programmes recorded against this Qual
Elective	<a href="#">64829</a>	National Certificate: Lifting Machine Operations	Level 3	NQF Level 03	Reregistered	2015-06-30	TETA
Elective	<a href="#">23255</a>	National Certificate: Mechanical Engineering: Fitting and Machining	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
							As per Learning Programmes

Elective	<a href="#">91926</a>	National Certificate: Mechanical Engineering: Machining and Tooling	Level 3	NQF Level 03	Reregistered	2015-06-30	recorded against this Qual
Elective	<a href="#">67609</a>	National Certificate: Mechatronics	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">79666</a>	National Certificate: Metal and Engineering Manufacturing Processes	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">64190</a>	National Certificate: Metals Production	Level 3	NQF Level 03	Reregistered	2015-06-30	As per Learning Programmes recorded against this Qual
Elective	<a href="#">49449</a>	National Certificate: Plastics Manufacturing	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">36155</a>	National Certificate: Polymer Composite Fabrication	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">79407</a>	National Certificate: Polymer Compound Manufacturing	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">21012</a>	National Certificate: Power and Telecommunication Cable Manufacturing	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">24217</a>	National Certificate: Thermoplastic Fabrication	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">48798</a>	National Certificate: Tyre and Tyre Component Manufacturing	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">48795</a>	National Certificate: Tyre Assembly	Level 3	NQF Level 03	Reregistered	2015-06-30	MERSETA
Elective	<a href="#">57886</a>	National Certificate: Welding Application and Practice	Level 3	NQF Level 03	Reregistered	2015-06-30	As per Learning Programmes recorded against this Qual

#### PROVIDERS CURRENTLY ACCREDITED TO OFFER THIS UNIT STANDARD:

This information shows the current accreditations (i.e. those not past their accreditation end dates), and is the most complete record available to SAQA as of today. Some Quality Assuring Bodies have a lag in their recording systems for provider accreditation, in turn leading to a lag in notifying SAQA of all the providers that they have accredited to offer qualifications and unit standards, as well as any extensions to accreditation end dates. The relevant Quality Assuring Body should be notified if a record appears to be missing from here.

1. AA Forklift Training Centre
2. AA Technical Services cc
3. AAH Skills and Development
4. Africa Training Centre
5. Agisanang SA Training
6. AL Training Centre
7. Arcelor Mittal (SA) Steel Western Cape
8. Autobos Training Centre
9. Bayethe Training and Development Services cc
10. Bayteck Training Academy
11. Bayteck Fire cc
12. Bell Equipment Co SA (Pty) Ltd - Manufacturing Division

13. BJS FORKLIFTS TRAINING
14. BPL Academy
15. Breerivier Training Development cc Mossel Bay
16. Breerivier Training Development cc Worcester
17. Chamdor Driver Training CC
18. Datamatrix
19. Driving Sense
20. Durban Driver Training Centre CC
21. Dynalift cc
22. Dynamiq Staffing Solutions
23. East Coast Professional Driver Training
24. Eastcape Training Centre
25. Econo Driver Training
26. Exclusive Training Services
27. Fantique Driver Training Centre CC
28. Freightmax
29. G T Training Service Provider
30. GijimaAst
31. GLOBAL LEARNING SERVICES
32. Goldee Trading Academy 176
33. He and She Driver Training Centre
34. Humrec Human Resource Training
35. Hydro Training Academy (Pty) Ltd
36. Ikaheng HR Services (Pty) Ltd
37. Indaba Training
38. Inkqubela Consultants
39. Innovative Shared Services
40. Insimbi Engineering & Training
41. Institute for Quality cc
42. J E G Training Centre
43. Jikelele Driver Training Centre cc
44. Juan-Tech Training Centre
45. Kwazulu Natal Training & Development
46. Kwazuna Training CC
47. LBT Learning
48. Learning Exchange Pty (Ltd)
49. Licence Wise
50. Lift Truck Training Services
51. Lifting Machinery Training
52. Lifting Operator Training Centre cc
53. Linde Materials Handling Gauteng
54. M & M Training & Rigging
55. Makro S A (Pty) Ltd
56. Makwedeng Training
57. Malamba Forklift Training
58. Marsh (Pty) Ltd
59. MCD TECHNICAL TRAINING CENTRE (Legacy) Mers-3726
60. METRO MINDS
61. Millenium Skills and Development
62. Mittal Steel Newcastle
63. Mittal Steel Vanderbijlpark
64. Mobile Training cc
65. Mobile Waste & Rubble cc
66. Natal Skills Training Centre
67. NCHEBEKO SKILLS CONSULTANCY
68. Nowethu Learning Institute cc
69. Ntoane Associates

70. Occupational Health & Safety Training
71. People Management & Development Services
72. Perfect People Solutions
73. Pheny Skills Development
74. Pro - Con Skills Centre
75. Pro-Edu Accredited Training International cc
76. Quadrant Crane Training Centre
77. R & V Training
78. Rainbow Skills Development Centre
79. SA French LTD
80. SA Maritime School and Transport College
81. SAA Technical
82. Salestalk 88 ( Pty) Ltd T/A Concord Skills and Training
83. Salvage Training Services
84. Sappi Fine Papers (Enstra)
85. SASOL GLOBAL LEARNING
86. Siyashayela Training and Development
87. Sizanani Training and Development cc
88. Skills for All (POTCHEFSTROOM) (TP)
89. Skills Priority
90. Skills Resource Group (Pty) Ltd
91. Slabbert Burger Transport (pty) Ltd
92. SN Pool Transport
93. Solly's SkillsTraining Centre
94. South African Fire and Medical Academy ( SAFMA)
95. South African Fire and Medical Academy (SAFMA)
96. Staffing Logistics
97. THE BTC GROUP
98. The Skills Matrix
99. TIRHANI SKILLS FOR AFRICA
100. Total Fleet Solutions (Pty) Ltd
101. Toyota Forklift t/a Saficon Industrial Equipment
102. Training For Africa
103. Training Force
104. Trainsure -Tsebo Traiding cc
105. Transnet Maritime School of Excellence
106. Transvaal Legislative Training
107. Transvaal Training
108. Truck Crane Training Specialists
109. TUBATSE CHROME (Steelpoort)(TP)
110. Usizo Driver Training and Leadership
111. Uthingo Training Centre
112. Valley Junction Trading cc
113. VR TRAINING
114. Wheelman S A
115. Xylonite Training
116. Yonke Education and Training Solutions

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