

SOUTH AFRICAN QUALIFICATIONS AUTHORITY**REGISTERED UNIT STANDARD:****Demonstrate an understanding of Legal Requirements and complete log books**

| SAQA US ID | UNIT STANDARD TITLE | | |
|--|---|----------------------------|----------------------|
| | Demonstrate an understanding of Legal Requirements and complete log books | | |
| SGB NAME | | REGISTERING PROVIDER | |
| SGB Mining and Minerals | | | |
| FIELD | | SUBFIELD | |
| Field 06 - Manufacturing, Engineering and Technology | | Fabrication and Extraction | |
| ABET BAND | UNIT STANDARD TYPE | NQF LEVEL | CREDITS |
| Undefined | Regular | Level | |
| REGISTRATION STATUS | REGISTRATION START DATE | REGISTRATION END DATE | SAQA DECISION NUMBER |
| | | | |

PURPOSE OF THE UNIT STANDARD

This unit standard will be useful to people who are required to describe the legal requirements pertaining to winders and to complete log books.

People credited with this unit standard are able to:

- Describe the regulations applicable to record/ log books
- Describe the regulations applicable to the substation record book
- Complete the drivers log book
- Complete the machinery record book
- Complete the small hoist record book
- Complete the elevator record book
- Complete the substation record book

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

The credit calculation is based on the assumption that learners are already competent in terms of the following outcomes or areas of learning when starting to learn towards this unit standard:

- None.

UNIT STANDARD RANGE

Specific range statements are provided in the body of the unit standard where they apply to particular specific outcomes or assessment criteria.

UNIT STANDARD OUTCOME HEADER

N/A

Specific Outcomes and Assessment Criteria:

SPECIFIC OUTCOME 1

Describe the regulations applicable to record/ log books.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

1. The regulations applicable to the appointment of persons to examine winding equipment are explained.

ASSESSMENT CRITERION 2

2. The regulations applicable to the winding plant record and log book are explained.

ASSESSMENT CRITERION 3

3. The regulations applicable to the driver's log book are explained.

ASSESSMENT CRITERION 4

4. The regulations applicable to small winding plants are explained.

ASSESSMENT CRITERION 5

5. The regulations applicable to the elevators record book are explained.

SPECIFIC OUTCOME 2

Describe the regulations applicable to the substation record book.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

1. The preface to the substation record book is explained.

ASSESSMENT CRITERION 2

2. The code of practice of the substation record book is explained.

ASSESSMENT CRITERION RANGE

The candidate should also explain the following:

- The switching of a circuit breaker other than a main feeder cable to another substation (underground or surface)
- The switching of a circuit breaker supplying a main feeder cable to another substation (underground or surface)
- The requirements regarding the recording of a substation log book

SPECIFIC OUTCOME 3

Complete the drivers log book.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

1. The requirements of the drivers report is explained.

ASSESSMENT CRITERION 2

2. The requirements regarding the examination are explained.

ASSESSMENT CRITERION 3

3. The special instructions or warnings to the engine driver are explained.

ASSESSMENT CRITERION 4

4. The reporting of defects or dangerous practices are explained.

SPECIFIC OUTCOME 4

Complete the machinery record book.

ASSESSMENT CRITERIA**ASSESSMENT CRITERION 1**

1. The requirements to complete the machinery record book are explained.

SPECIFIC OUTCOME 5

Complete the small hoist record book.

ASSESSMENT CRITERION 1

1. The requirements to complete the small hoist record book are explained.

SPECIFIC OUTCOME 6

Complete the elevator record book.

ASSESSMENT CRITERION 1

1. The requirements to complete the elevator record book are explained.

SPECIFIC OUTCOME 7

Complete the substation record book.

ASSESSMENT CRITERION 1

1. The requirements to complete the substation record book are explained.

SPECIFIC OUTCOME 8

Complete the Humble Hook record book.

ASSESSMENT CRITERION 1

1. The requirements to complete the Humble Hook record book are explained.

UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS

1. Anyone assessing a learner against this unit standard must be registered as an assessor with the relevant ETQA.
2. Any institution offering learning that will enable achievement of this unit standard must be accredited as a provider through the relevant ETQA by SAQA.
3. Moderation of assessment will be overseen by the relevant ETQA according to the

moderation guidelines and the agreed ETQA procedures.

UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE

Essential embedded knowledge will be assessed through assessment of the specific outcomes in terms of the stipulated assessment criteria. Without knowledge of the listed embedded knowledge, candidates are unlikely to achieve all the specific outcomes to the standards described in the assessment criteria. This means that for the most part, the possession or lack of the knowledge can be directly inferred from the quality of the candidate's performance. Where direct assessment of knowledge is required, assessment criteria have been included in the body of the unit standard.

UNIT STANDARD DEVELOPMENTAL OUTCOME

N/A

UNIT STANDARD LINKAGES

N/A

Critical Cross-field Outcomes (CCFO):

UNIT STANDARD CCFO IDENTIFYING

Identify and solve problems and make decisions using critical and creative thinking.

Note: The ability of the candidate to identify substandard and hazardous conditions, assess and take appropriate action.

UNIT STANDARD CCFO WORKING

Work effectively with others as a member of a team, group, organisation or community.

Note: The ability and willingness of the candidate to accept and interpret work instructions correctly.

UNIT STANDARD CCFO ORGANIZING

Organise and manage himself / herself and his / her activities responsibly and effectively.

Note: The ability of the candidate to indicate what methods, tools and personal protective equipment are required, and to communicate to fellow workers his / her intentions and the assistance required.

UNIT STANDARD CCFO COLLECTING

Collect, analyse, organise and critically evaluate information.

Note: The ability of the candidate to reconcile the information from visual and physical examinations and constantly evaluate the changing situation.

UNIT STANDARD CCFO COMMUNICATING

Communicate effectively, using visual, mathematical and / or language skills in the modes of oral and / or written presentations.

Note: The appropriate communication with the relevant personnel with regard to the reporting of hazards and substandard conditions will indicate his / her proficiency in effective communication.

UNIT STANDARD CCFO SCIENCE

Use science and technology effectively and critically, thus showing responsibility towards the environment and health of others.

Note: The use of science and technology is not relevant for this unit standard.

UNIT STANDARD CCFO DEMONSTRATING

Demonstrate an understanding of the world as a set of related systems by recognising that problem-solving contexts do not exist in isolation.

Note: The ability of the candidate to identify and refer anomalous behaviour to a specialist confirms his / her understanding of the fact that a specific observation, inference, action or decision may have a devastating effect.

UNIT STANDARD ASSESSOR CRITERIA

Assessors should keep the following principles in mind when designing and conducting assessments against this unit standard:

- Focus the assessment activities on gathering evidence in terms of the main outcome expressed in the title to ensure assessment is integrated rather than fragmented. Remember we want to declare the person competent in terms of the title. Where assessment at title level is unmanageable, then focus assessment around each specific outcome, or groups of specific outcomes.
- Make sure evidence is gathered across the entire range, wherever it applies. Assessment activities should be as close to the real performance as possible, and where simulations or role-plays are used, there should be supporting evidence to show the candidate is able to perform in the real situation.
- Do not focus the assessment activities on each assessment criterion. Rather make sure the assessment activities focus on outcomes and are sufficient to enable evidence to be gathered around all the assessment criteria.
- The assessment criteria provide the specifications against which assessment judgements should be made. In most cases, knowledge can be inferred from the quality of the performances, but in other cases, knowledge and understanding will have to be tested through questioning techniques. Where this is required, there will be assessment criteria to specify the standard required.
- The task of the assessor is to gather sufficient evidence, of the prescribed type and quality, as specified in this unit standard, that the candidate can achieve the outcomes again and again and again. This means assessors will have to judge how many repeat performances are required before they believe the performance is reproducible.
- All assessments should be conducted in line with the following well documented principles of assessment: appropriateness, fairness, manageability, integration into work or learning, validity, direct, authentic, sufficient, systematic, open and consistent.

UNIT STANDARD NOTES

Terminology:

Specified requirements include legal and site-specific requirements and are contained in one or more of the following documents:

Legal

- Relevant Acts, e.g. Mine Health & Safety Act, 1996 (Act No. 29/1996), and Minerals Act and Regulations, 1991 (Act No. 50/1991).
- Mandatory Codes of Practice.
- SABS and other relevant standards.
- Chief Inspector of Mines' Directives.

Site-Specific

- Hazard Identification and Risk Assessments (HIRA).
- Occupational Health and Safety Risk Management Programme.
- Managerial Instructions.
- Mine Standard Procedures.
- List of Recorded OH&S Risks.
- Working Guides.
- Equipment and Materials Specifications.