

**TITLE: TETA – OPERATE COUNTER-BALANCED LIFT TRUCK**



**Document Owner: Operations Manager**

<b>SAQA US ID</b>	<b>242974</b>	<b>ELECTIVE</b>		
<b>Unit Standard Title</b>	Operate counter-balanced lift truck			
<b>NQF Level</b>	03	<b>SGB</b>	Transport and Logistics Operations	
<b>Credits</b>	7	<b>Notional Hours</b>		70
<b>Duration</b>	<b>Candidate</b>	<b>Knowledge</b>	<b>Practical</b>	<b>On the job</b>
	<b>Novice</b>	2 days	3 days	N/A
	<b>RPL (Re-fresher)</b>	N/A	N/A	N/A
	<b>Re-certification</b>	½ days	½ days	N/A
<b>Ratio of candidates to assessor</b>	4:1		4:1	N/A

**NOTE:** The training duration may be extended to the maximum credit value if the assessor is not satisfied with the candidate’s performance, or;  
 : If attachments, other than that already on the machine, need to be trained on.  
 : For re-certification, previous certificates, not older than 90 days of its expiry date, are to be produced as evidence.

<p align="center"><b><u>PURPOSE OF THE COURSE</u></b></p> <p>A person will be 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.</p>	<p align="center"><b><u>PRE-REQUISITES</u></b></p> <ul style="list-style-type: none"> <li>• Communication and Mathematical Literacy at NQF Level 2 or Grade 10.</li> <li>• Copy if an ID certified no more than 3 months</li> <li>• Copy of medical certificate</li> </ul>
<p align="center"><b><u>SPECIFIC OUTCOMES OF THE COURSE</u></b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Identifying and classifying freight/loads taking into account documentation, packaging and labelling associated with the specific freight.</li> <li>• 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.</li> <li>• 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.</li> <li>• Operating equipment in accordance with laid down organisational and legislative standards and procedures as well as manufacturer's guidelines.</li> <li>• Accessing available emergency support</li> <li>• System and services in case of incidents and accidents</li> </ul>	<p align="center"><b><u>ESSENTIAL EMBEDDED KNOWLEDGE</u></b></p> <ul style="list-style-type: none"> <li>• Occupational Health and Safety Act; Driven Machinery regulations; environment; operating method; packaging, labelling, and personal protective equipment.</li> <li>• National Road Traffic Act where public roads are used.</li> <li>• The relevant attachments applicable to handling various categories of freight.</li> <li>• Basic mechanical appreciation.</li> <li>• Equipment dimensions/capacity and controls in relation to safety and maximum work performance.</li> <li>• Product handling and storage principles and specifications.</li> <li>• Available support systems and emergency care services.</li> <li>• The different makes (manufacturers) and codes of lift trucks in the market.</li> </ul>