

Title	Load and unload a heavy goods vehicle		
Level	3	Credits	4

Purpose	People credited with this unit standard are able to: prepare a load plan for a heavy goods vehicle; load a heavy goods vehicle; restrain and secure the load; and unload a heavy goods vehicle.
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Classification	Commercial Road Transport > Goods Service
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Available grade	Achieved
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Guidance Information

- 1 Legislation, regulations, references and/or industry standards relevant to this unit standard include but are not limited to the:
 - Health and Safety at Work Act 2015;
 - Land Transport Act 1998;
 - Land Transport Rule: Vehicle Dimensions and Mass 2016. Available from: <https://www.nzta.govt.nz/commercial-driving/>;
 - Waka Kotahi New Zealand Transport Agency (NZTA), 2019. *Heavy rigid vehicles* (Factsheet 13a). Available from: <https://www.nzta.govt.nz/resources/>.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.

- 2 Definitions

Documentation includes proof of delivery dockets (POD), written delivery instructions.

Heavy goods vehicle refers to a goods vehicle heavier than 3500 kg.

Legal weight limits refer to the lesser of weights listed on the heavy vehicle certificate of loading, the New Zealand legal axle weights or road user charges.

Load planning refers to the load arrangement (includes recognising symbols on freight) and/or distribution, ie order of loading and unloading.

Load restraint systems refer to methods of securing loads to prevent load movement during deceleration in forward or rearward direction, during cornering or while travelling over undulating roads. Normally provided by anchor points, baulking arrangements securely attached to the vehicle, or direct or indirect restraint between the load and the load platform.

Service information may include technical information for a vehicle, machine, or product detailing operation; installation and servicing procedures; manufacturer instructions; technical terms and descriptions; and detailed illustrations.

Workplace procedures refers to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace. They may include but are not limited to – standard operating procedures, site specific procedures, site safety procedures, equipment operating procedures, quality assurance procedures, product quality specifications, manufacturer’s requirements, references, approved codes of practice, housekeeping standards, environmental considerations, on-site briefings, supervisor’s instructions, and procedures to comply with legislative and local body requirements relevant to the commercial road transport sector.

3 It is recommended that people hold credits for Unit 28779, *Demonstrate knowledge of loading principles and procedures for commercial road transport*, before being assessed against this unit standard.

4 Assessment information

This unit standard does not include the loading or unloading of dangerous goods, hazardous substances or overdimension loads.

Assessment against this unit standard shall be conducted under practical workplace conditions. Loading and unloading of fragile goods may be assessed using simulated rather than actual situations.

Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, workplace procedures and legislative requirements.

Outcomes and performance criteria

Outcome 1

Prepare a load plan for a heavy goods vehicle.

Performance criteria

1.1 Load plan is prepared that is relevant to the vehicle.

Range may include – loading and unloading locations, characteristics of the load, use of materials handling equipment, unloading sequence, customer requirements, consignment documentation.

1.2 The load weight and dimensions are determined.

Range includes but is not limited to – axle weights, legal vehicle dimensions.

Outcome 2

Load a heavy goods vehicle.

Performance criteria

2.1 Vehicle is loaded in accordance with the load plan and legal weight limits.

Outcome 3

Restrain and secure the load.

Performance criteria

3.1 Load restraint systems and securing devices are selected and applied as appropriate to the load.

Range certified anchor points, certified restraints;
may include – weather protection if required.

Outcome 4

Unload a heavy goods vehicle.

Performance criteria

4.1 The vehicle is unloaded safely.

4.2 Consignment documentation is completed.

Planned review date	31 December 2028
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	9 April 1996	31 December 2017
Review	2	25 May 1999	31 December 2017
Revision	3	2 November 2000	31 December 2017
Review	4	22 March 2005	31 December 2017
Review	5	25 May 2007	31 December 2017
Review	6	16 April 2015	31 December 2020
Review	7	29 November 2018	31 December 2025
Review	8	30 November 2023	N/A

Consent and Moderation Requirements (CMR) reference	0014
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council qualifications@hangaarorau.nz if you wish to suggest changes to the content of this unit standard.