

Title	Demonstrate load handling for a relocation operation		
Level	2	Credits	5

Purpose	People credited with this unit standard are able to, for a relocation operation: prepare for load handling; and move furniture and effects.
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Classification	Logistics > Relocation Operations
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Available grade	Achieved
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Guidance Information

- 1 Legal requirements to be complied with include the Health and Safety at Work Act 2015 and the *Code of Practice for Manual Handling*, available from the WorkSafe website at: https://www.worksafe.govt.nz/topic-and-industry/manual-handling/?gclid=EAlaIQobChMIrqOM0qKa7gIVmK6WCh1tUAzeEAAYASAAEgJ3UvD_BwE.
- 2 Definitions
Organisational requirements include any legal requirements, standards, codes of practice, company requirements, industry best practice, and manufacturers' instructions.
Removals documentation includes detailed inventories, Relocation Order Forms (ROF), waybills, instructions, job information sheets, job task forms, removal plans.

Outcomes and performance criteria

Outcome 1

Prepare for load handling for a relocation operation.

Performance criteria

- 1.1 Exercises and stretches are carried out before lifting and carrying.
- 1.2 Items requiring moving equipment and items requiring more than one person are identified.
- 1.3 Large items are disassembled if required.
- 1.4 Distances for lifting and carrying are identified and checked in terms of safe access.

 Range terrain, layout, lighting, obstacles, hazards.

Outcome 2

Move furniture and effects for a relocation operation.

Performance criteria

2.1 Items are selected, lifted using correct technique, position and equipment, in accordance with the removals documentation, the Code of Practice, and organisational requirements.

Range selection includes – checking for nails, splinters or sharp edges on items;
 correct techniques for safe lifting include – single or two man lift, using straps, using equipment;
 correct positions for safe lifting include – close to body, firm grip, checking that weight is within own capacity;
 equipment may include – straps and webbing, trolleys, hand trucks, two-wheeled hand carts, four-wheeled dollies, sammies, flatbeds, sack barrows (2 wheeled trolley).

2.2 Any accidents, incidents, or difficulties in handling are reported to the office in accordance with organisational requirements.

Planned review date	31 December 2025
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	19 June 2009	31 December 2023
Review	2	27 May 2021	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 MITO New Zealand Incorporated info@mito.org.nz if you wish to suggest changes to the content of this unit standard.