Changing lives through learning

Qualification Unit

This unit forms part of a regulated qualification.

Unit Title: Health and Safety in Logistics and Warehousing in the Pharmaceuticals Sector

Unit Reference Number: L/652/4169

Level: Two (2)

Credit Value: Three (3)

Minimum Guided Learning Hours: 25

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Understand health and safety requirements in logistics and warehousing operations	1.1 Outline key health and safety legislation relevant to logistics and warehousing operations
	1.2 Explain the purpose of Standard Operating Procedures and safe systems of work
	1.3 Describe employer and employee responsibilities for maintaining health and safety in the workplace
2. Be able to identify hazards and assess risks in logistics and warehousing operations	2.1 Identify hazards and associated risks in logistics and warehousing operations
	2.2 Carry out a workplace risk assessment for a logistics or warehousing activity in accordance with organisational procedures
	2.3 Explain how identified risks can be controlled in accordance with organisational procedures
3. Be able to apply safe working practices in logistics and warehousing operations	3.1 Demonstrate safe manual handling techniques
	3.2 Demonstrate the correct use of personal protective equipment relevant to own role
	3.3 Maintain a safe working area in accordance with organisational procedures
4. Understand procedures for responding to incidents and unsafe situations	4.1 Describe procedures for responding to accidents, incidents and near misses

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	4.2	Describe how hazards and unsafe situations should be reported
	4.3	Explain escalation procedures for incidents and unsafe situations beyond the limits of own authority

Indicative Content	
LO1	AC 1.1 could include: Health and Safety at Work etc. Act; Management of Health and Safety at Work Regulations; Control of Substances Hazardous to Health Regulations; Manual Handling Operations Regulations; Provision and Use of Work Equipment Regulations; Workplace (Health, Safety and Welfare) Regulations; Reporting of Injuries, Diseases and Dangerous Occurrences Regulations; other current health and safety requirements relevant to the learner's workplace and role. Additional requirements relating to lifting equipment may apply where relevant to the workplace. AC 1.2 must include: the purpose of Standard Operating Procedures, risk assessments, method statements where used and safe systems of work; following approved procedures consistently; reducing risks to self and others; safe handling, storage and movement of medicines, pharmaceutical products and other goods; safe use of equipment within own role; reporting when procedures cannot be followed. AC 1.3 must include: employer and employee responsibilities; taking reasonable care of own health and safety and that of others; following training, instructions and organisational procedures; using equipment and PPE correctly; reporting hazards, defects, incidents and near misses; cooperating with workplace health and safety arrangements.
LO2	AC 2.1 could include: manual handling; slips, trips and falls; spillages; damaged stock or packaging; hazardous substances; storage and racking hazards; falling objects; heavy, bulky or fragile loads; temperature-controlled products; contamination; workplace vehicles and mechanical handling equipment; loading and unloading areas; restricted-access areas; fire and emergency hazards; other hazards relevant to the learner's workplace. Learners should distinguish between a hazard as a source of potential harm and risk as the likelihood and potential consequence of that harm. AC 2.2 must include: identifying the activity being assessed; identifying hazards; identifying who or what may be affected; considering the likelihood and potential severity of harm; identifying existing control measures; identifying whether further controls are required; recording findings in accordance with organisational procedures; referring risks that cannot be adequately controlled within own authority. The assessment should relate to a genuine logistics or warehousing activity undertaken or encountered by the learner. AC 2.3 must include: applying the hierarchy of control where appropriate; avoiding or reducing hazardous manual handling; use of appropriate handling equipment; separation of pedestrians and workplace vehicles where applicable; safe storage and stacking; housekeeping; maintaining clear access routes and walkways; segregation; PPE where required; COSHH controls; training and supervision; reporting hazards, defects and control failures.

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LO3	AC 3.1 must include: assessing the task, load, individual capability and working environment; recognising own limitations; using appropriate lifting, carrying, pushing and pulling techniques; using mechanical handling aids where trained and authorised; seeking assistance where required; following organisational manual-handling procedures. AC 3.2 must include: selecting and using PPE specified by organisational procedures or risk assessment; correct fitting and use; recognising damaged or unsuitable PPE; appropriate removal, storage and disposal where applicable. PPE should be used as part of identified control measures rather than treated as the default control for every hazard. AC 3.3 could include: maintaining clear pedestrian routes, access routes and work areas; appropriate housekeeping; dealing with spillages within own competence; safe positioning and storage of stock and equipment; identifying damaged racking, storage equipment or unsafe conditions; maintaining cleanliness; segregating waste where required; reporting hazards promptly.
LO4	AC 4.1 could include: accidents; incidents; near misses; spillages; damaged stock; equipment or mechanical handling equipment failures; exposure to hazardous substances; injury; collisions or workplace-transport incidents; emergencies; organisational accident and incident-reporting procedures. RIDDOR applies to specified reportable workplace incidents rather than every workplace accident, so learners should follow organisational reporting arrangements rather than decide independently whether an incident is externally reportable. AC 4.2 must include: making the area safe where this can be done within own role and without creating further risk; informing an appropriate person; recording and reporting hazards, defects, near misses or unsafe situations promptly; following organisational documentation and incident-reporting systems. AC 4.3 must include: recognising the limits of own competence and authority; situations requiring immediate escalation; appropriate escalation routes; providing accurate information; following emergency and organisational procedures.

Assessment Requirements

Practical competence for ACs 2.1–2.2 and 3.1–3.3 should be assessed through direct observation or other appropriate workplace evidence in a real or realistic working environment.

Evidence should reflect the health and safety risks relevant to the learner's logistics and warehousing role in the pharmaceuticals sector and demonstrate hazard identification, risk assessment, application of safe working practices, compliance with organisational procedures and working within the limits of own authority.

Simulation may be used for emergency or hazardous situations where direct workplace assessment would be unsafe, impractical or inappropriate.

For AC 2.2, the learner must complete and record a risk assessment for at least one logistics or warehousing activity relevant to their occupational role.

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