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**GOVERNMENT NOTICES**

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**SOUTH AFRICAN QUALIFICATIONS AUTHORITY**

No. 59

27 January 2006

**SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)**

In accordance with regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

**Transport, Operations and Logistics**

Registered by Organising Field 11, Services, publishes the following qualification and unit standards for public comment.

This notice contains the titles, fields, sub-fields, **NQF** levels, credits, and purpose of the qualification and unit standards. The qualification and unit standards can be accessed via the **SAQA** web-site at [www.saga.org.za](http://www.saga.org.za). Copies may also be obtained from the Directorate of Standards Setting and Development at the **SAQA** offices, **Hatfield Forum West, 1067 Arcadia Street, Hatfield, Pretoria**.

Comment on the qualification and unit standards should reach **SAQA** at the address below and *no later than* 27 February 2006. All correspondence should be marked **Standards Setting – SGB for Transport, Operations and Logistics** and addressed to

The Director: Standards Setting and Development

**SAQA**

*Attention: Mr. D Mphuthing*

Postnet Suite 248

Private Bag X06

Waterkloof

0145

or faxed to 012 – 431-5144

e-mail: [dmphuthing@saga.co.za](mailto:dmphuthing@saga.co.za)

SHAMRITA BHIKHA

DIRECTOR: STANDARDS SETTING AND DEVELOPMENT



SAQA QUAL ID	QUALIFICATION TITLE		
50245	National Diploma: Maintenance Management		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
QUAL TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD	
National Diploma	Services	Transport, Operations and Logistics	
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUALIFICATION CLASS
Undefined	238	Level 5	Regular-Unit Stds Based

#### **PURPOSE AND RATIONALE OF THE QUALIFICATION**

Purpose:

The Qualification will contribute to increasing levels of efficiency and effectiveness and will develop a common integrated and co-ordinated approach to Maintenance Management across a range of industries. It provides learners with a formal Qualification that allows for recognition, further mobility and portability. A person acquiring this Qualification will understand and apply statutory health, safety and environmental standards.

More specifically the purpose of this Diploma will provide learners with a solid grounding in maintenance management within a variety of industries. It will enable them to understand the concepts relating to maintenance, such as preventative maintenance; corrective maintenance; total productive maintenance and improved designed maintenance. It also addresses the different levels of maintenance and the concepts of failure mode, effects and criticability analysis (FMECA).

This Qualification has a large number of competencies, which are rooted in actual workplace practice and should lead to improved on-the-job performance by the learner, due to the integration of the knowledge mastered with workplace application.

This learning supports many of the objectives of the NQF, and therefore by concentrating on the link between theory and practice, the quality of education, training and development as well as the personal development of the learner will be elevated.

Rationale:

The concept of maintenance is one of the oldest known to people. No other function in modern industry covers as wide a range of disciplines and industries as that of maintenance. A properly managed maintenance function creates and sustains high levels of availability, reliability and operability of organisations. These high levels translate directly into production capacity, productive output and thus organisational profit.

The management of maintenance is abound with problems such as: Materials control; purchasing; quality control; personnel; finances; scheduling; design; project work; maintaining safety standards; creating environmental awareness; and the management of the failure process. These problems highlighted a **skills** gap that existed in maintenance management.

A National Diploma in Maintenance Management - NQF level 5 was developed to fill the management skills gap that spans the entire spectrum of various disciplines and industries, from road and building construction,

transport industry, all engineering organisations and facilities management. It will expose learners to the world of technological advancement, thereby increasing global competitiveness for the country, organisation and the learner within the maintenance management environment.

The Diploma will provide opportunities for individuals presently employed within organisations as maintenance management personnel, to obtain a formally recognised Qualification within their field of work. This will be possible because maintenance is required within all aspects of industry and has always been recognised as a secondary task by employers.

The Qualification will also provide entry to new learners who wish to embark on a Qualification within the maintenance field as a career path leading on from their technical background into one of management.

The Qualification recognises the fact that both knowledge of and the application of managing the maintenance within an organisation is a business imperative, necessary for the success of the organisation, both strategically and operationally. This Certificate is thus designed to enable individuals to develop the theoretical competencies and the practical skills to operate effectively in this field.

### **RECOGNIZE PREVIOUS LEARNING?**

Y

### **LEARNING ASSUMED TO BE IN PLACE**

Learning assumed to be in place:

The following is the learning assumed to be in place:

- > Communication at NQF Level 4 in two languages or equivalent.
- > Mathematical Literacy at NQF Level 4 or equivalent.
- > A Technical Qualification or work related experience in the technical field in which the learner is working and will complete the Qualification.

Recognition of prior learning:

The structure of this Unit Standard based Qualification makes the Recognition of Prior Learning possible, if the learner is able to demonstrate competence in the knowledge, skills, values and attitudes implicit in this Qualification. Recognition of Prior Learning will be done by means of Integrated Assessment as mentioned in the previous paragraph,

This Recognition of Prior Learning may allow:

- > For accelerated access to further learning.
- > Gaining of credits towards a Qualification.

All recognition of Prior Learning is subject to quality assurance by the relevant accredited Education and Training, Quality Assurance Body and is conducted by a registered assessor.

Access to the Qualification:

Access to this Qualification is only limited by the learning assumed to be in place, therefore a learner can access the total Qualification and it must be noted that learners may also access any individual Unit Standard and obtain the credits issued against it. Also any learner who can provide evidence of the learning assumed to be in place has open access to this Qualification.

### **QUALIFICATION RULES**

The Qualification is made up of a combination of learning outcomes from Fundamental, Core and Elective components, totaling 240 credits (minimum).

Fundamental

- > 22 credits
- > 9%

Core

- > 176 credits
- > 74%

## Elective

- > Minimum **40** credits
- > **17%**

## Total

- > **238 credits**(Minimum)
- > **100%**

## Fundamental

- > **22** credits at level **5**
- > **22** total credits

## Core

- > **5** credits at Level **4**
- > **145** credits at Level **5**
- > **26** credits at Level **6**
- > **176** total credits

## Elective

- > **A** minimum of **6** Credits at Level **4**
- > Then a choice of a minimum of **34** credits from the following: **52** Credits at Level **5**
- > **40** total credits(Min)

## Total Credits

- > **22** credits Fundamental at Level **5**
- > **5** credits Core at Level **4**
- > **145** credits Core at Level **5**
- > **26** credits Core at Level **6**
- > **40** credits Electives at Levels **3, 4, and 5**
- > Total: **238** credits(Min)

**Motivation** for number of credits assigned to Fundamental, Core and Elective.

## Fundamental Credits

The **SGB** felt that the additional 22 credits allocated for the Fundamental Unit Standards will add value to the Qualification as a whole, as they are essential to the success of the learner, in terms of their ability to communicate at this level.

## Core

**176** credits have been allocated to the Core Unit Standards. This is to ensure that the Qualification has a **strong** operational and maintenance management focus. The majority of the credits are at level **5** and **6**, with only **5** credits at level **4**.

The Core Unit Standards offer a broad contextual understanding and will enable the learners to gain an all round picture of the Maintenance Management Industry, especially the operations and management perspectives.

## Electives

A minimum of **34** credits must be selected by the learner from the **52** credits at level **5**. The learner will then need to select a minimum of **6** credits from the unit standard at level **4**, to make up the total of a minimum of **40** credits for the elective category.

**EXIT LEVEL OUTCOMES**

1. Communicate effectively with a divergent audience using efficient communication techniques.
2. Apply general management principles, methods and techniques to enhance the quality of maintenance and people.
3. Manage and control preventative maintenance, corrective maintenance, total productive maintenance and improved designed maintenance.
4. Explain and apply maintenance project processes in accordance with project management principles.
5. Explain and apply basic supply chain management for a maintenance project.

6. Develop and manage a waste and risk management systems according to international and national standards and requirements.
7. Effect Human resource management practices in line with requirements.

#### **ASSOCIATED ASSESSMENT CRITERIA**

1.

- > Oral communication is maintained according to communication, speaking and listening techniques.
- > Written communication is practiced with a divergent audience on continual basis.

2.

- > Time and planning management issues are dealt with on an ongoing basis.
- > Conflict situations are handled according to requirements.
- > Performance management techniques are applied according to organisation policies and procedures.
- > Diversity and change processes are exploited according to the requirements of individuals and teams.

3.

- > Maintenance management resources are planned for and directed in accordance with organisational requirements.
- > A maintenance management resource strategy is administered according to maintenance requirements.
- > A quality management system is implemented, controlled and monitored according to organisational requirements.
- > Drawings/plans are used to enhance maintenance quality and deliverables.

4.

- > The processes of implementing and managing a project are explained in accordance with project management principles.
- > A maintenance project is managed according to maintenance project requirements.

5.

- > Reverse logistics are explained and managed according to organisational requirements.
- > Material management processes are explained and utilised according to organisational requirements.
- > The basics of purchasing within inbound logistics functions, with a view to optimising purchasing in terms of quality, price, supply efficiency, security and customer service is conducted according to organisational requirements.

6.

- > A risk management system is developed according to requirements.
- > Risk management system is implemented according to organisational requirements.
- > A waste management system is developed and managed in accordance with legislative and organisational requirements.
- > Health, safety and environmental procedures are implemented according to legislative and organisational requirements.

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- > Staff are recruited and selected according to staff selection criteria, procedures, and legislative requirements.
- > Staff are mentored and trained according to individual requirements.
- > Staff are employed and developed according to individual requirements.
- > Staff working relationships are enhanced following established policies and procedures.
- > Human resource legal requirements are Applied and implemented.

Integrated Assessment:

Learning, teaching and assessment are inextricably linked. Whenever possible, the assessment of knowledge, skills, attitudes and values shown in the Unit Standards should be integrated. Assessment of the communication, language, literacy and numeracy should be conducted in conjunction with other aspects and should use authentic maintenance contexts wherever possible.

The term 'Integrated Assessment' relates to theoretical and practical components being assessed together. During integrated assessments the assessor should make use of formative and summative assessment methods and assess combinations of practical, applied, foundational and reflexive competencies.

Assessors and moderators should make use of a range of formative and summative assessment methods. Assessors should assess and give credits for the evidence of learning that has already been acquired through formal, informal and non-formal learning and work experience. Assessment should ensure that all specific outcomes, embedded knowledge and critical cross-field outcomes are evaluated. The assessment of the critical cross-field outcomes should be integrated with the assessment of specific outcomes and embedded knowledge.

### **INTERNATIONAL COMPARABILITY**

Benchmarking was done by comparison to Unit Standards/Outcomes of learning against:

- > Imants BVBA Consulting and Services - The Maintenance Management Guide - Belgium.
- > EC Harris - W M Maintenance Management Training - France/Belgium.
- > Association Française De Normalisation (AFNOR) - Technology of Maintenance - France/Belgium 2001.
- > IDCON Inc (Idhammer Consultants) - USA - Maintenance Management Processes (Preventative Maintenance; Condition Monitoring; Maintenance Planning and Scheduling; Root Cause Analysis; Materials Management: Reliability and Maintenance Audit).
- > Feed Forward - Australia - The Maintenance and Operational Reference Guide - Covers 47 key factors which explain the best practice maintenance to maintain operations.
- > New Standard Institute - USA - Maintenance Planning and Scheduling; Shutdowns, Turnarounds and Outages; Maintenance Storerooms; Maintenance Process Management; Leadership Skills For Maintenance.
- > New Zealand Qualification Authority - Unit Standards.
  - > 964 Implement a schedule for an automotive preventative maintenance programme - Level 5 - 2 Credits.
  - > 6464 Manage civil plant and equipment maintenance tasks - Level 4 - 8 Credits.
  - > 6439 Prepare and implement civil plant, equipment, and vehicle maintenance schedule - Level 5 - 8 Credits.

A direct comparison of the title, specific outcomes, assessment criteria and embedded knowledge was undertaken with each standard, and the best practice points were highlighted and incorporated into each Unit Standard. Areas of commonality were the concepts relating to maintenance, such as preventative maintenance; corrective maintenance; total productive maintenance and improved designed maintenance. However, where points were incorporated these were written in a South African context and at a level appropriate to South Africa.

Because of the difference in levels across the different countries, difficulty was found in making actual direct comparisons, level to level and unit standard/course to unit standard.

### **ARTICULATION OPTIONS**

This Qualification lends itself to both vertical and horizontal articulation possibilities. These possibilities ensure both mobility and progression for the learner. The learning areas outlined in the Rationale for the Qualification indicates the articulation possibilities.

Horizontal articulation possibilities lie with other NQF level 5 Qualifications and Unit Standards in the Learning areas:

- > National Certificate: Maintenance of High-speed production processes (fast moving Consumer Goods) ID 48730 - NQF level 5.
- > National Diploma: Maintenance of High speed Production Processes (fast Moving Consumer Goods) ID 48765 - NQF level 5.
- > National Diploma: Physical Planning Design and Management Engineering ID 22438 - NQF level 5.

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	<b>UNIT STANDARD ID AND TITLE</b>	<b>LEVEL</b>	<b>CREDITS</b>	<b>STATUS</b>
core	109999 Manage service providers in a selected organisation	Level 4	5	Registered
core	15230 Monitor team members and measure effectiveness of performance	Level 5	4	Registered
CORE	15233 Harness diversity and build on strengths of a diverse working environment	Level 5	3	Registered
Core	15234 Apply efficient time management to the work of a department/division/section	Level 5	4	Registered
core	114226 Interpret and manage conflicts within the workplace	Level 5	8	Registered
core	114879 Promote a productivity improvement strategy	Level 5	10	Registered
CORE	115407 Apply the principles of change management in the workplace	Level 5	10	Registered
core	115855 Create, maintain and update record keeping systems	Level 5	5	Registered
core	123190 Design and implement a risk management control system	Level 5	6	Draft - Prep for P Comment
core	123191 Prepare, set, monitor and review maintenance budgets	Level 5	8	Draft - Prep for P Comment
core	123195 Design, plan and implement a maintenance strategy and procedures	Level 5	32	Draft - Prep for P Comment
core	123196 Design, plan and implement a waste management system	Level 5	20	Draft - Prep for P Comment
core	123198 Establish and manage a quality management system for maintenance in an organisation	Level 5	10	Draft - Prep for P Comment

Cc	123199 Monitor, control and process performance measurement activities	Level 5	10	Draft - Prep for P Comment
	123200 Plan and manage the return of goods	Level 5	7	Draft - Prep for P Comment
	123192 Manage the return of goods	Level 6	2	Draft - Prep for Comment
Cc	123194 Manage in and out	Level 6	4	Draft - Prep for P Comment
Cc	123197 Understand and integrate business and project management principles	Level 6	20	Draft - Prep for P Comment
Cc	123201 Establish and manage safety, health and environmental protection in maintenance environment	Level 6	10	Draft - Prep for P Comment
Elective	14489 Identify, interpret and produce electrical working drawings	Level 4	8	Registered
Elective	14490 Identify, interpret and produce working building drawings	Level 4	8	Registered
Elective	14492 Identify, interpret and produce working piping drawings	Level 4	6	Registered
Elective	14495 Identify, interpret and produce working mechanical drawings	Level 4	8	Registered
Elective	114215 Mentor a colleague to enhance the individual's knowledge, skills, values and attitudes in a selected career path	Level 4	3	Registered
Elective	11273 Apply Fundamental Concepts of Supply Chain Management Optimisation	Level 5	8	Reregistered
Elective	13203 Counsel workgroup members in respect of HIV/AIDS	Level 5	3	Registered
Elective	15223 Implement training needs for teams and individuals to upgrade skills levels	Level 5	3	Registered
Elective	15224 Empower team members through recognising strengths, encouraging participation in decision making and delegating tasks	Level 5	4	Registered
Elective	15235 Prepare and conduct staff selection interviews	Level 5	3	Registered
Elective	15238 Devise and apply strategies to establish and maintain relationships	Level 5	3	Registered
Elective	114274 Demonstrate and apply an understanding of the Basic Conditions of Employment Act (Act 75 of 1997)	Level 5	8	Registered
Elective	114278 Demonstrate and apply an understanding of the Labour Relations Act (Act 66 of 1995)	Level 5	4	Registered
Elective	123193 Manage a stockkeeping system	Level 5	5	Draft-Prep for P Comment
Fundamental	12433 Use communication techniques effectively	Level 5	8	Registered
Fundamental	115789 Sustain oral interaction across a wide range of contexts and critically evaluate spoken texts	Level 5	5	Registered





## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

1

<i>SAQA US ID</i>	<i>UNIT STANDARD TITLE</i>		
123190	Design and implement a risk management control system		
<i>SGB NAME</i>	<i>ORGANISING FIELD ID</i>	<i>PROVIDER NAME</i>	
SGB Transport and Logistics Operations	11		
<i>UNIT STANDARD TYPE</i>	<i>ORGANISING FIELD DESCRIPTION</i>	<i>SUBFIELD DESCRIPTION</i>	
Regular	Services	Transport, Operations and Logistics	
<i>ABET BAND</i>	<i>CREDITS</i>	<i>NQF LEVEL</i>	<i>UNIT STANDARD TYPE</i>
Undefined	6	Level 5	Regular

**SPECIFIC OUTCOME 1**

Explaining risk management within a maintenance management system.

**SPECIFIC OUTCOME 2**

Design a risk management system.

**SPECIFIC OUTCOME 3**

Control risk situations within the maintenance management environment.

**SPECIFIC OUTCOME 4**

implement a risk management control system.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

2

## Design, plan and implement a maintenance strategy and procedures

SAQA US ID	UNIT STANDARD TITLE		
123195	Design, plan and implement a maintenance strategy and procedures		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	32	Level 5	Regular

**SPECIFIC OUTCOME 1**

Identify a maintenance management strategy for an organisation.

**SPECIFIC OUTCOME 2**

Design and develop a strategy and procedures for maintenance management.

**SPECIFIC OUTCOME 3**

Implement maintenance management procedures.

**SPECIFIC OUTCOME 4**

Review the maintenance management procedures.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

3

SAQA US ID	UNIT STANDARD TITLE		
123196	Design, plan and implement a waste management system		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	20	Level 5	Regular

**SPECIFIC OUTCOME 1**

Consider the environmental impact of waste disposal.

**SPECIFIC OUTCOME 2**

Design a waste management system.

**SPECIFIC OUTCOME 3**

Manage the disposal of waste and scrap.

**SPECIFIC OUTCOME 4**

Implement a waste management system.

**SPECIFIC OUTCOME 5**

Monitor a waste management system, record and report on results.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

4

SAQA US ID	UNIT STANDARD TITLE		
123198	Establish and manage a quality management system for maintenance in an organisation		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

**SPECIFIC OUTCOME 1**

Identify and establish a quality management system for maintenance.

**SPECIFIC OUTCOME 2**

Monitor and control the quality management system for maintenance.

**SPECIFIC OUTCOME 3**

Establish and implement a quality improvement **process** for maintenance management.

**SPECIFIC OUTCOME 4**

Resolve sub-standard quality in maintenance.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

5

SAQA US ID	UNIT STANDARD TITLE		
123199	Monitor, control and process performance measurement activities		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUB-FIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

**SPECIFIC OUTCOME 1**

Monitor overall maintenance costs.

**SPECIFIC OUTCOME 2**

Monitor safety and environmental performance in a maintenance division.

**SPECIFIC OUTCOME 3**

Monitor maintenance personnel and contractor efficiencies.

**SPECIFIC OUTCOME 4**

Monitor optimum utilisation of spares and materials.

**SPECIFIC OUTCOME 5**

Monitor appropriate scheduling and prioritising of maintenance workload.

**SPECIFIC OUTCOME 6**

Monitor optimum and cost-effective utilisation of equipment.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

## UNIT STANDARD:

6

## Plan and manage maintenance resources

SAQA US ID	UNIT STANDARD TITLE		
123200	Plan and manage maintenance resources		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	7	Level 5	Regular

**SPECIFIC OUTCOME 1**

Plan maintenance resources.

**SPECIFIC OUTCOME 2**

Implement maintenance resource plan.

**SPECIFIC OUTCOME 3**

Manage the maintenance resource plan.

**SPECIFIC OUTCOME 4**

Evaluate implementation and recommend alternative plans to improve the use of maintenance resources.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

7

SAQA US ID	UNIT STANDARD TITLE		
123191	Prepare, set, monitor and review maintenance budgets		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

**SPECIFIC OUTCOME 1**

Explain the concept of budgeting for maintenance.

**SPECIFIC OUTCOME 2**

Set a maintenance budget.

**SPECIFIC OUTCOME 3**

Monitor and control a maintenance budget.

**SPECIFIC OUTCOME 4**

Conduct a life cycle costing exercise.

**SPECIFIC OUTCOME 5**

Report on maintenance department finance status.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

8

<b>SAQA US ID</b>	<b>UNIT STANDARD TITLE</b>		
123193	Manage a storekeeping system		
<b>SGB NAME</b>		<b>ORGANKING FIELD ID</b>	<b>.PROVIDERNAME</b>
SGB Transport and Logistics Operations		11	
<b>UNIT STANDARD TYPE</b>		<b>ORGANISING FIELD DESCRIPTION</b>	<b>SUBFIELD DESCRIPTION</b>
Regular		Services	Transport, Operations and Logistics
<b>ABET BAND</b>	<b>CREDITS</b>	<b>NQF LEVEL</b>	<b>UNIT STANDARD TYPE</b>
Undefined	5	Level 5	Regular

**SPECIFIC OUTCOME 1**

Comply with organisational storekeeping standard operating procedures.

**SPECIFIC OUTCOME 2**

Access and interpret information on the stock management system.

**SPECIFIC OUTCOME 3**

Solve stock related irregularities.

**SPECIFIC OUTCOME 4**

Initiate and control stock counts.





## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

## UNIT STANDARD:

9

Establish and manage safety, health and environmental protection in a maintenance environment

SAQA US ID	UNIT	TITLE	
123201	Establish and manage safety, health and environmental protection in a maintenance environment		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 6	Regular

**SPECIFIC OUTCOME 1**

Explain the requirements of Health, Safety and Environmental Protection in a maintenance environment.

**SPECIFIC OUTCOME 2**

Assist with the development of health, safety and environmental protection policies and procedures.

**SPECIFIC OUTCOME 3**

Monitor and control the implementation of health and safety measures and environmental protection procedures in a maintenance environment.

**SPECIFIC OUTCOME 4**

Train employees in Health, Safety and Environmental Protection procedures.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

10

SAQA US ID	UNIT STANDARD TITLE		
123194	Manage in and out sourcing		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 6	Regular

**SPECIFIC OUTCOME 1**

Understand the need to optimise input cost.

**SPECIFIC OUTCOME 2**

Understand the difference between in sourcing, outsourcing, subcontracting and make-or-buy decisions.

**SPECIFIC OUTCOME 3**

Understand which cost factors must be considered to take a make-or-buy (in sourcing/outsourcing) decision.

**SPECIFIC OUTCOME 4**

Understand the advantages and disadvantages of outsourcing.

**SPECIFIC OUTCOME 5**

Understand the process and factors influencing the "make or buy" (in/outsourcing) decision.

**SPECIFIC OUTCOME 6**

Understand the implications of and the arrangements associated with the outsourcing decision.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

11

SAQA US ID	UNIT STANDARD TITLE		
123192	Manage the return of goods		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 6	Regular

**SPECIFIC OUTCOME 1**

Explain the potential reasons for returning goods.

**SPECIFIC OUTCOME 2.**

Explain the appropriate actions to take when dealing with the various types of returned goods.

**SPECIFIC OUTCOME 3**

Explain the relevant impact of returned goods on the ordering process and what documentation is required (credit notes).

**SPECIFIC OUTCOME 4**

Explain the potential role of specialised organisations in the reverse logistics process.

**SPECIFIC OUTCOME 5**

Explain the claims procedures with third party service providers.



## SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

12

## Understand and integrate maintenance and project management principles

SAQA US ID	UNIT STANDARD TITLE		
123197	Understand and integrate maintenance and project management principles		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Transport and Logistics Operations	11		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Services	Transport, Operations and Logistics	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	20	Level 6	Regular

**SPECIFIC OUTCOME 1**

Understand the principles of project management in relation to maintenance project management.

**SPECIFIC OUTCOME 2**

Obtain maintenance project parameters from authorised individuals.

**SPECIFIC OUTCOME 3**

Manage the implementation of the feasibility stage of a project.

**SPECIFIC OUTCOME 4**

Establish the project team.

**SPECIFIC OUTCOME 5**

Manage the design of a maintenance project.

**SPECIFIC OUTCOME 6**

Manage the planning and scheduling of multidisciplinary project activities.

**SPECIFIC OUTCOME 7**

Manage and review the implementation phase of the maintenance project.

**SPECIFIC OUTCOME 8**

Effect project close out.