

# TRAINING REGULATIONS



## Heavy-Equipment Operation (Truck-Mounted Crane) NC II

### CONSTRUCTION SECTOR

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
East Service Road, South Superhighway, Taguig City, Metro Manila

## TRUCK -MOUNTED CRANE



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**TRAINING REGULATIONS FOR  
HEAVY EQUIPMENT OPERATION – TRUCK-MOUNTED CRANE**

**SECTION 1 HEAVY-EQUIPMENT OPERATION (TRUCK-MOUNTED CRANE)**

The **HEAVY-EQUIPMENT OPERATION (TRUCK-MOUNTED CRANE) NC II** qualification consists of competencies that workers must achieve to enable them to perform tasks such as lifting and transferring of heavy loads in construction sites or other locations with the use of a truck-mounted crane.

This qualification is packaged from the competency map of Construction - Heavy Equipment sub-sector as shown in Annex A.

The units of competency comprising this qualification include the following:

**CODE NO.                    BASIC COMPETENCIES**

**Units of Competency**

500311105	Participate in workplace communication
500311106	Work in a team environment
500311107	Practice career professionalism
500311108	Practice occupational health and safety procedures

**CODE NO.                    COMMON COMPETENCIES**

**Units of Competency**

CON931201	Prepare construction materials and tools
CON311201	Observe procedures, specifications and manuals of instruction
CON311202	Interpret technical drawings and plans
CON311203	Perform mensurations and calculations
CON311204	Maintain tools and equipment

**CODE NO.                    CORE COMPETENCIES**

CON833309	Perform pre- and post-operation procedures for lifting equipment
CON833310	Perform basic preventive maintenance servicing for lifting equipment
CON833312	Perform productive operation for truck-mounted crane

A person who has achieved this Qualification is competent to be a –

- Truck-mounted crane operator

## SECTION 2 COMPETENCY STANDARDS

This section gives the details and contents of the units of competency required in HEAVY-EQUIPMENT OPERATION (TRUCK-MOUNTED CRANE). These units of competency are categorized into basic, common and core competencies.

### BASIC COMPETENCIES

<b>UNIT OF COMPETENCY:</b>	<b>PARTICIPATE IN WORKPLACE COMMUNICATION</b>
<b>UNIT CODE</b> :	<b>500311105</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the knowledge, skills and attitudes required to gather, interpret and convey information in response to workplace requirements.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variables
1. Obtain and convey workplace information	1.1 Specific and relevant information is accessed from <b>appropriate sources</b> 1.2 Effective questioning , active listening and speaking skills are used to gather and convey information 1.3 Appropriate <b>medium</b> is used to transfer information and ideas 1.4 Appropriate non- verbal communication is used 1.5 Appropriate lines of communication with supervisors and colleagues are identified and followed 1.6 Defined workplace procedures for the location and <b>storage</b> of information are used 1.7 Personal interaction is carried out clearly and concisely
2. Participate in workplace meetings and discussions	2.1 Team meetings are attended on time 2.2 Own opinions are clearly expressed and those of others are listened to without interruption 2.3 Meeting inputs are consistent with the meeting purpose and established <b>protocols</b> 2.4 <b>Workplace interactions</b> are conducted in a courteous manner 2.5 Questions about simple routine workplace procedures and matters concerning working conditions of employment are asked and responded to 2.6 Meetings outcomes are interpreted and implemented

<p>3. Complete relevant work related documents</p>	<p>3.1 Range of <b>forms</b> relating to conditions of employment are completed accurately and legibly</p> <p>3.2 Workplace data is recorded on standard workplace forms and documents</p> <p>3.3 Basic mathematical processes are used for routine calculations</p> <p>3.4 Errors in recording information on forms/ documents are identified and properly acted upon</p> <p>3.5 Reporting requirements to supervisor are completed according to organizational guidelines</p>
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## RANGE OF VARIABLES

VARIABLE	RANGE
1. Appropriate sources	1.1. Team members 1.2. Suppliers 1.3. Trade personnel 1.4. Local government 1.5. Industry bodies
2. Medium	2.1. Memorandum 2.2. Circular 2.3. Notice 2.4. Information discussion 2.5. Follow-up or verbal instructions 2.6. Face to face communication
3. Storage	3.1. Manual filing system 3.2. Computer-based filing system
4. Forms	4.1. Personnel forms, telephone message forms, safety reports
5. Workplace interactions	5.1. Face to face 5.2. Telephone 5.3. Electronic and two way radio 5.4. Written including electronic, memos, instruction and forms, non-verbal including gestures, signals, signs and diagrams
6. Protocols	6.1. Observing meeting 6.2. Compliance with meeting decisions 6.3. Obeying meeting instructions

## EVIDENCE GUIDE

<p>1. Critical Aspects of Competency</p>	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> <li>1.1. Prepared written communication following standard format of the organization</li> <li>1.2. Accessed information using communication equipment</li> <li>1.3. Made use of relevant terms as an aid to transfer information effectively</li> <li>1.4. Conveyed information effectively adopting the formal or informal communication</li> </ul>
<p>2. Underpinning Knowledge and Attitudes</p>	<ul style="list-style-type: none"> <li>2.1. Effective communication</li> <li>2.2. Different modes of communication</li> <li>2.3. Written communication</li> <li>2.4. Organizational policies</li> <li>2.5. Communication procedures and systems</li> <li>2.6. Technology relevant to the enterprise and the individual's work responsibilities</li> </ul>
<p>3. Underpinning Skills</p>	<ul style="list-style-type: none"> <li>3.1. Follow simple spoken language</li> <li>3.2. Perform routine workplace duties following simple written notices</li> <li>3.3. Participate in workplace meetings and discussions</li> <li>3.4. Complete work related documents</li> <li>3.5. Estimate, calculate and record routine workplace measures</li> <li>3.6. Basic mathematical processes of addition, subtraction, division and multiplication</li> <li>3.7. Ability to relate to people of social range in the workplace</li> <li>3.8. Gather and provide information in response to workplace Requirements</li> </ul>
<p>4. Resource Implications</p>	<ul style="list-style-type: none"> <li>4.1. Fax machine</li> <li>4.2. Telephone</li> <li>4.3. Writing materials</li> <li>4.4. Internet</li> </ul>
<p>5. Methods of Assessment</p>	<ul style="list-style-type: none"> <li>5.1. Direct Observation</li> <li>5.2. Oral interview and written test</li> </ul>
<p>6. Context of Assessment</p>	<ul style="list-style-type: none"> <li>6.1. Competency may be assessed individually in the actual workplace or through accredited institution</li> </ul>



<b>UNIT OF COMPETENCY:</b>	<b>WORK IN TEAM ENVIRONMENT</b>
<b>UNIT CODE</b>	<b>: 500311106</b>
<b>UNIT DESCRIPTOR</b>	: This unit covers the skills, knowledge and attitudes to identify role and responsibility as a member of a team.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variables
1. Describe team role and scope	<p>1.1. The <b><i>role and objective of the team</i></b> is identified from available <b><i>sources of information</i></b></p> <p>1.2. Team parameters, reporting relationships and responsibilities are identified from team discussions and appropriate external sources</p>
2. Identify own role and responsibility within team	<p>2.1. Individual role and responsibilities within the team environment are identified</p> <p>2.2. Roles and responsibility of other team members are identified and recognized</p> <p>2.3. Reporting relationships within team and external to team are identified</p>
3. Work as a team member	<p>3.1. Effective and appropriate forms of communications used and interactions undertaken with team members who contribute to known team activities and objectives</p> <p>3.2. Effective and appropriate contributions made to complement team activities and objectives, based on individual skills and competencies and <b><i>workplace context</i></b></p> <p>3.3. Observed protocols in reporting using standard operating procedures</p> <p>3.4. Contribute to the development of team work plans based on an understanding of team's role and objectives and individual competencies of the members.</p>

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Role and objective of team	1.1. Work activities in a team environment with enterprise or specific sector 1.2. Limited discretion, initiative and judgement maybe demonstrated on the job, either individually or in a team environment
2. Sources of information	2.1. Standard operating and/or other workplace procedures 2.2. Job procedures 2.3. Machine/equipment manufacturer's specifications and instructions 2.4. Organizational or external personnel 2.5. Client/supplier instructions 2.6. Quality standards 2.7. OHS and environmental standards
3. Workplace context	3.1. Work procedures and practices 3.2. Conditions of work environments 3.3. Legislation and industrial agreements 3.4. Standard work practice including the storage, safe handling and disposal of chemicals 3.5. Safety, environmental, housekeeping and quality guidelines

## EVIDENCE GUIDE

<p>1. Critical aspects of competency</p>	<p>Assessment requires evidence that the candidate:</p> <ol style="list-style-type: none"> <li>1.1. Operated in a team to complete workplace activity</li> <li>1.2. Worked effectively with others</li> <li>1.3. Conveyed information in written or oral form</li> <li>1.4. Selected and used appropriate workplace language</li> <li>1.5. Followed designated work plan for the job</li> <li>1.6. Reported outcomes</li> </ol>
<p>2. Underpinning Knowledge and Attitude</p>	<ol style="list-style-type: none"> <li>2.1. Communication process</li> <li>2.2. Team structure</li> <li>2.3. Team roles</li> <li>2.4. Group planning and decision making</li> </ol>
<p>3. Underpinning Skills</p>	<ol style="list-style-type: none"> <li>3.1. Communicate appropriately, consistent with the culture of the workplace</li> </ol>
<p>4. Resource Implications</p>	<p>The following resources MUST be provided:</p> <ol style="list-style-type: none"> <li>4.1. Access to relevant workplace or appropriately simulated environment where assessment can take place</li> <li>4.2. Materials relevant to the proposed activity or tasks</li> </ol>
<p>5. Methods of Assessment</p>	<p>Competency may be assessed through:</p> <ol style="list-style-type: none"> <li>5.1. Observation of the individual member in relation to the work activities of the group</li> <li>5.2. Observation of simulation and or role play involving the participation of individual member to the attainment of organizational goal</li> <li>5.3. Case studies and scenarios as a basis for discussion of issues and strategies in teamwork</li> </ol>
<p>6. Context for Assessment</p>	<ol style="list-style-type: none"> <li>6.1. Competency may be assessed in workplace or in a simulated workplace setting</li> <li>6.2. Assessment shall be observed while task are being undertaken whether individually or in group</li> </ol>

<b>UNIT OF COMPETENCY:</b>	<b>PRACTICE CAREER PROFESSIONALISM</b>
<b>UNIT CODE</b> :	<b>500311107</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the knowledge, skills and attitudes in promoting career growth and advancement.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variables
1. Integrate personal objectives with organizational goals	1.1 Personal growth and work plans are pursued towards improving the qualifications set for the profession 1.2 Intra- and interpersonal relationships <del>is</del> are maintained in the course of managing oneself based on performance <b>evaluation</b> 1.3 Commitment to the organization and its goal is demonstrated in the performance of duties
2. Set and meet work priorities	2.1 Competing demands are prioritized to achieve personal, team and organizational goals and objectives. 2.2 <b>Resources</b> are utilized efficiently and effectively to manage work priorities and commitments 2.3 Practices along economic use and maintenance of equipment and facilities are followed as per established procedures
3. Maintain professional growth and development	3.1 <b>Trainings and career opportunities</b> are identified and availed of based on job requirements 3.2 <b>Recognitions</b> are -sought/received and demonstrated as proof of career advancement 3.3 <b>Licenses and/or certifications</b> relevant to job and career are obtained and renewed

## **RANGE OF VARIABLES**

<b>VARIABLE</b>	<b>RANGE</b>
1. Evaluation	1.1 Performance Appraisal 1.2 Psychological Profile 1.3 Aptitude Tests
2. Resources	2.1 Human 2.2 Financial 2.3 Technology 2.3.1 Hardware 2.3.2 Software
3. Trainings and career opportunities	3.1 Participation in training programs 3.1.1 Technical 3.1.2 Supervisory 3.1.3 Managerial 3.1.4 Continuing Education 3.2 Serving as Resource Persons in conferences and workshops
4. Recognitions	4.1 Recommendations 4.2 Citations 4.3 Certificate of Appreciation 4.4 Commendations 4.5 Awards 4.6 Tangible and Intangible Rewards
5. Licenses and/or certifications	5.1 National Certificates 5.2 Certificate of Competency 5.3 Support Level Licenses 5.4 Professional Licenses

## **EVIDENCE GUIDE**

1. Critical Aspects of Competency	Assessment requires evidence that the candidate: 1.1 Attained job targets within key result areas (KRAs) 1.2 Maintained intra - and interpersonal relationship in the course of managing oneself based on performance evaluation 1.3 Completed trainings and career opportunities which are based on the requirements of the industries 1.4 Acquired and maintained licenses and/or certifications according to the requirement of the qualification
2. Underpinning Knowledge	2.1 Work values and ethics (Code of Conduct, Code of Ethics, etc.) 2.2 Company policies 2.3 Company-operations, procedures and standards 2.4 Fundamental rights at work including gender sensitivity 2.4 Personal hygiene practices
3. Underpinning Skills	3.1 Appropriate practice of personal hygiene 3.2 Intra and Interpersonal skills 3.3 Communication skills
4. Resource Implications	The following resources <b>MUST</b> be provided: 4.1 Workplace or assessment location 4.2 Case studies/scenarios
5. Methods of Assessment	Competency may be assessed through: 5.1 Portfolio Assessment 5.2 Interview 5.3 Simulation/Role-plays 5.4 Observation 5.5 Third Party Reports 5.6 Exams and Tests
6. Context of Assessment	6.1 Competency may be assessed in the work place or in a simulated work place setting

<b>UNIT OF COMPETENCY :</b>	<b>PRACTICE OCCUPATIONAL HEALTH AND SAFETY</b>
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	<b>PROCEDURES</b>
<b>UNIT CODE</b> :	<b>500311108</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the outcomes required to comply with regulatory and organizational requirements for occupational health and safety.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variables
1. Identify hazards and risks	<p>1.1 <b>Safety regulations</b> and workplace safety and hazard control practices and procedures are clarified and explained based on organization procedures</p> <p>1.2 <b>Hazards/risks</b> in the workplace and their corresponding indicators are identified to minimize or eliminate risk to co-workers, workplace and environment in accordance with organization procedures</p> <p>1.3 <b>Contingency measures</b> during workplace accidents, fire and other emergencies are recognized and established in accordance with organization procedures</p>
2. Evaluate hazards and risks	<p>2.1 Terms of maximum tolerable limits which when exceeded will result in harm or damage are identified based on threshold limit values (TLV)</p> <p>2.2 Effects of the hazards are determined</p> <p>2.3 OHS issues and/or concerns and identified safety hazards are reported to designated personnel in accordance with workplace requirements and relevant workplace OHS legislation</p>
3. Control hazards and risks	<p>3.1 Occupational Health and Safety (OHS) procedures for controlling hazards/risks in workplace are consistently followed</p> <p>3.2 Procedures for dealing with workplace accidents, fire and emergencies are followed in accordance with organization OHS policies</p> <p>3.3 <b>Personal protective equipment (PPE)</b> is correctly used in accordance with organization OHS procedures and practices</p> <p>3.4 Appropriate assistance is provided in the event of a workplace emergency in accordance with established organization protocol</p>

4. Maintain OHS awareness	4.1 <b>Emergency-related drills and trainings</b> are participated in as per established organization guidelines and procedures 4.2 <b>OHS personal records</b> are completed and updated in accordance with workplace requirements
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## RANGE OF VARIABLES

VARIABLE	RANGE
1. Safety regulations	May include but are not limited to: 1.1 Clean Air Act 1.2 Building code 1.3 National Electrical and Fire Safety Codes 1.4 Waste management statutes and rules 1.5 Philippine Occupational Safety and Health Standards 1.6 DOLE regulations on safety legal requirements 1.7 ECC regulations
2. Hazards/Risks	May include but are not limited to: 2.1 Physical hazards – impact, illumination, pressure, noise, vibration, temperature, radiation 2.2 Biological hazards- bacteria, viruses, plants, parasites, mites, molds, fungi, insects 2.3 Chemical hazards – dusts, fibers, mists, fumes, smoke, gasses, vapors 2.4 Ergonomics 2.4.1 Psychological factors – over exertion/ excessive force, awkward/static positions, fatigue, direct pressure, varying metabolic cycles 2.4.2 Physiological factors – monotony, personal relationship, work out cycle
3. Contingency measures	May include but are not limited to: 3.1 Evacuation 3.2 Isolation 3.3 Decontamination 3.4 (Calling designed) emergency personnel
4. PPE	May include but are not limited to: 4.1 Mask 4.2 Gloves 4.3 Goggles 4.4 Hair Net/cap/bonnet 4.5 Face mask/shield 4.6 Ear muffs 4.7 Apron/Gown/coverall/jump suit 4.8 Anti-static suits

<p>5. Emergency-related drills and training</p>	<p>5.1 Fire drill  5.2 Earthquake drill  5.3 Basic life support/CPR  5.4 First aid  5.5 Spillage control  5.6 Decontamination of chemical and toxic  5.7 Disaster preparedness/management</p>
<p>6. OHS personal records</p>	<p>6.1 Medical/Health records  6.2 Incident reports  6.3 Accident reports  6.4 OHS-related training completed</p>

## EVIDENCE GUIDE

<p>1. Critical Aspects of Competency</p>	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Explained clearly established workplace safety and hazard control practices and procedures</li> <li>1.2 Identified hazards/risks in the workplace and its corresponding indicators in accordance with company procedures</li> <li>1.3 Recognized contingency measures during workplace accidents, fire and other emergencies</li> <li>1.4 Identified terms of maximum tolerable limits based on threshold limit value- TLV.</li> <li>1.5 Followed Occupational Health and Safety (OHS) procedures for controlling hazards/risks in workplace</li> <li>1.6 Used Personal Protective Equipment (PPE) in accordance with company OHS procedures and practices</li> <li>1.7 Completed and updated OHS personal records in accordance with workplace requirements</li> </ul>
<p>2. Underpinning Knowledge and Attitude</p>	<ul style="list-style-type: none"> <li>2.1 OHS procedures and practices and regulations</li> <li>2.2 PPE types and uses</li> <li>2.3 Personal hygiene practices</li> <li>2.4 Hazards/risks identification and control</li> <li>2.5 Threshold Limit Value -TLV</li> <li>2.6 OHS indicators</li> <li>2.7 Organization safety and health protocol</li> <li>2.8 Safety consciousness</li> <li>2.9 Health consciousness</li> </ul>
<p>3. Underpinning Skills</p>	<ul style="list-style-type: none"> <li>3.1 Practice of personal hygiene</li> <li>3.2 Hazards/risks identification and control skills</li> <li>3.3 Interpersonal skills</li> <li>3.4 Communication skills</li> </ul>
<p>4. Resource Implications</p>	<p>The following resources must be provided:</p> <ul style="list-style-type: none"> <li>4.1 Workplace or assessment location</li> <li>4.2 OHS personal records</li> <li>4.3 PPE</li> <li>4.4 Health records</li> </ul>
<p>5. Methods of Assessment</p>	<p>Competency may be assessed through:</p> <ul style="list-style-type: none"> <li>5.1 Portfolio Assessment</li> <li>5.2 Interview</li> <li>5.3 Case Study/Situation</li> </ul>
<p>6. Context for Assessment</p>	<p>6.1 Competency may be assessed in the work place or in a simulated work place setting</p>

## COMMON COMPETENCIES

<b>UNIT OF COMPETENCY:</b>	<b>PREPARE CONSTRUCTION MATERIALS AND TOOLS</b>
<b>UNIT CODE</b> :	<b>CON931201</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the knowledge, skills and attitudes on identifying, requesting and receiving construction materials and tools based on the required performance standards.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variable
1. Identify materials	1.1 <b>Materials</b> are listed as per job requirements 1.2 Quantity and <b>description of materials</b> conform with the job requirements 1.3 Tools and accessories are identified according to job requirements
2. Requisition materials	2.1 Materials and tools needed are requested according to the list prepared 2.2 Request is done as per <b>company standard operating procedures (SOP)</b> 2.2 Substitute materials and tools are provided without sacrificing cost and quality of work
3. Receive and inspect materials	3.1 Materials and tools issued are inspected as per quantity and specification 3.2 Tools, accessories and materials are checked for damages according to enterprise procedures 3.3 Materials and tools are set aside to appropriate location nearest to the workplace

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Materials and Tools	1.1 Electrical supplies 1.2 Structural 1.3 Plumbing 1.4 Welding/pipefitting 1.5 Carpentry 1.6 Masonry
2. Description of Materials and Tools	2.1 Brand name 2.2 Size 2.3 Capacity 2.4 Kind of application
3. Company standard procedures	3.1 Job order 3.2 Requisition slip 3.3 Borrower slip

## EVIDENCE GUIDE

<p>1. Critical aspects of competency</p>	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Listed materials and tools according to quantity and job requirements</li> <li>1.2 Requested materials and tools according to the list prepared and as per company SOP</li> <li>1.3 Inspected issued materials and tools as per quantity and job specifications</li> <li>1.4 Tools provided with appropriate safety devices</li> </ul>
<p>2. Underpinning knowledge</p>	<ul style="list-style-type: none"> <li>2.1 Types and uses of construction materials and tools</li> <li>2.2 Different forms</li> <li>2.3 Requisition procedures</li> </ul>
<p>3. Underpinning skills</p>	<ul style="list-style-type: none"> <li>3.1 Preparing materials and tools</li> <li>3.2 Proper handling of tools and equipment</li> <li>3.3 Following instructions</li> </ul>
<p>4. Resource implications</p>	<p>The following resources should be provided:</p> <ul style="list-style-type: none"> <li>4.1 Workplace location</li> <li>4.2 Materials relevant to the unit of competency</li> <li>4.3 Technical plans, drawings and specifications relevant to the activities</li> </ul>
<p>5. Methods of assessment</p>	<p>Competency in this unit must be assessed through:</p> <ul style="list-style-type: none"> <li>5.1 Direct observation and oral questioning</li> </ul>
<p>6. Context of assessment</p>	<ul style="list-style-type: none"> <li>6.1 Competency may be assessed in the workplace or in a simulated workplace</li> <li>6.2 Competency assessment must be undertaken in accordance with the endorsed TESDA assessment guidelines</li> </ul>

<b>UNIT OF COMPETENCY:</b>	<b>OBSERVE PROCEDURES, SPECIFICATIONS AND MANUALS OF INSTRUCTIONS</b>
<b>UNIT CODE</b> :	<b>CON311201</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the knowledge, skills and attitudes on identifying, interpreting, applying services to specifications and manuals and storing manuals.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variables
1. Identify and access specification/manuals	1.1 Appropriate manuals are identified and accessed as per job requirements 1.2 Version and date of manual are checked to ensure that correct specification and procedures are identified
2. Interpret manuals	2.1 Relevant sections, chapters of specifications/manuals are located in relation to the work to be conducted 2.2 Information and procedure in the manual are interpreted in accordance with industry practices
3. Apply information in manual	3.1 <b>Manual</b> is interpreted according to job requirements 3.2 Work steps are correctly identified in accordance with manufacturer's specification 3.3 Manual data are applied according to the given task 3.4 All correct sequencing and adjustments are interpreted in accordance with information contained on the manual or specifications
4. Store manuals	4.1 Manual or specification is stored appropriately to prevent damage, ready access and updating of information when required in accordance with company requirements

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Procedures, Specifications and Manuals of Instructions	Kinds of Manuals: 1.1 Manufacturer's Specification Manual 1.2 Repair Manual 1.3 Maintenance Procedure Manual 1.4 Periodic Maintenance Manual



## EVIDENCE GUIDE

<p>1. Critical aspects of competency</p>	<p>Assessment requires that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Identified and accessed specification/manuals as per job requirements</li> <li>1.2 Interpreted manuals in accordance with industry practices</li> <li>1.3 Applied information in manuals according to the given task</li> <li>1.4 Stored manuals in accordance with company requirements</li> </ul>
<p>2. Underpinning knowledge</p>	<ul style="list-style-type: none"> <li>2.1 Types of manuals used in construction sector</li> <li>2.2 Identification of symbols used in the manuals</li> <li>2.3 Identification of units of measurements</li> <li>2.4 Unit conversion</li> </ul>
<p>3. Underpinning skills</p>	<ul style="list-style-type: none"> <li>3.1 Reading and comprehension skills required to identify and interpret construction manuals and specifications</li> <li>3.2 Accessing information and data</li> </ul>
<p>4. Resource implications</p>	<p>The following resources should be provided:</p> <ul style="list-style-type: none"> <li>4.1 All manuals/catalogues relative to construction sector</li> </ul>
<p>5. Methods of assessment</p>	<p>Competency should be assessed through:</p> <ul style="list-style-type: none"> <li>5.1 Direct observation</li> <li>5.2 Questions/interview</li> </ul> <p>Assessment of underpinning knowledge and practical skills may be combined</p>
<p>6. Context of assessment</p>	<ul style="list-style-type: none"> <li>6.1 Competency assessment must be undertaken in accordance with the endorsed TESDA assessment guidelines</li> <li>6.2 Assessment may be conducted in the workplace or a simulated environment</li> </ul>

<b>UNIT OF COMPETENCY:</b>	<b>INTERPRET TECHNICAL DRAWINGS AND PLANS</b>
<b>UNIT CODE</b> :	<b>CON311202</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the knowledge, skills and attitudes on analyzing and interpreting symbols, data and work plan based on the required performance standards.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variables
1. Analyze signs, symbols and data	1.1 <b>Technical plans</b> are obtained according to job requirements 1.2 Signs, symbols and data are identified according to job specifications 1.3 Signs symbols and data are determined according to <b>classification</b> or as appropriate in <b>drawing</b>
2. Interpret technical drawings and plans	2.1 Necessary <b>tools, materials</b> and equipment are identified according to the <b>plan</b> 2.2 Supplies and materials are listed according to specifications 2.3 Components, assemblies or objects are recognized as required 2.4 Dimensions are identified as appropriate to the plan 2.5 Specification details are matched with existing/available resources and in line with job requirements 2.6 Work plan is drawn following the specifications
3. Apply freehand sketching	3.1 Where applicable, correct freehand sketching is produced in accordance with the job requirements

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Technical plans	Including but not limited to: 1.1 Electrical plans 1.2 Structural plans 1.3 Architectural plans 1.4 Plumbing plans 1.5 Welding Procedures Specifications (WPS)
2. Work plan	2.1 Job requirements 2.2 Installation instructions 2.3 Components instruction
3. Classification	Including but not limited to: 3.1 Electrical 3.2 Mechanical 3.3 Plumbing
4. Drawing	4.1 Drawing symbols 4.2 Alphabet of lines 4.3 Orthographic views - Front view - Right side view/left side view - Top view - Pictorial 4.4 Schematic diagram 4.5 Electrical drawings 4.6 Structural drawings 4.7 Plumbing drawings - Water - Sewerage/Drainage - Ventilation 4.8 Welding symbols
5. Tools and materials	Including but not limited to: 5.1 Compass 5.2 Divider 5.3 Rulers 5.4 Triangles 5.5 Drawing tables 5.6 Computer

## EVIDENCE GUIDE

<p>1. Critical aspects of competency</p>	<p>Assessment requires that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Identified and determined signs, symbols and data according to work plan, job requirements and classifications</li> <li>1.2 Identified tools and equipment in accordance with job requirements</li> <li>1.3 Listed supplies and materials according to blueprint specifications</li> <li>1.4 Drawn workplan following specifications</li> <li>1.5 Determined job specifications based on working/technical drawing</li> </ul>
<p>2. Underpinning knowledge</p>	<ul style="list-style-type: none"> <li><b>2.1 TRADE MATHEMATICS</b> <ul style="list-style-type: none"> <li>2.1.1 Linear measurement</li> <li>2.1.2 Dimension</li> <li>2.1.3 Unit conversion</li> </ul> </li> <li><b>2.2 BLUEPRINT READING AND PLAN SPECIFICATION</b> <ul style="list-style-type: none"> <li>2.2.1 Electrical, mechanical plan, symbols and abbreviations</li> <li>2.2.2 Drawing standard symbols</li> </ul> </li> <li><b>2.3 TRADE THEORY</b> <ul style="list-style-type: none"> <li>2.3.1 Basic technical drawing</li> <li>2.3.2 Types technical plans</li> <li>2.3.3 Various types of drawings</li> <li>2.3.4 Notes and specifications</li> </ul> </li> </ul>
<p>3. Underpinning skills</p>	<ul style="list-style-type: none"> <li>3.1 Interpreting drawing/orthographic drawing</li> <li>3.2 Interpreting technical plans</li> <li>3.3 Matching specification details with existing resources</li> <li>3.4 Following instructions</li> <li>3.5 Handling of drawing instruments</li> </ul>
<p>4. Resource implications</p>	<p>The following resources should be provided:</p> <ul style="list-style-type: none"> <li>4.1 Workplace</li> <li>4.2 Drawings and specification relevant to task</li> <li>4.3 Materials and instrument relevant to proposed activity</li> </ul>
<p>5. Methods of assessment</p>	<p>Competency should be assessed through:</p> <ul style="list-style-type: none"> <li>5.1 Direct observation</li> <li>5.2 Questions/interview</li> <li>5.3 Written test related to underpinning knowledge</li> </ul>

6. Context of assessment	6.1 Competency assessment may occur in the workplace or in any appropriate simulated environment 6.2 Assessment shall be observed while task are being undertaken whether individually or in group 6.3 Competency assessment must be undertaken in accordance with the endorsed TESDA assessment guidelines
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<b>UNIT OF COMPETENCY:</b>	<b>PERFORM MENSURATIONS AND CALCULATIONS</b>
<b>UNIT CODE</b> :	<b>CON311203</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the knowledge, skills and attitudes on identifying and measuring objects based on the required performance standards.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized terms</i> are elaborated in the Range of Variable
1. Select measuring instruments	1.1 Object or component to be measured is identified, classified and interpreted according to the appropriate regular <b><i>geometric shape</i></b> 1.2 Measuring tools are selected/identified as per object to be measured or job requirements 1.3 Correct specifications are obtained from relevant sources 1.4 Appropriate measuring instruments are selected according to job requirements 1.5 Alternative measuring tools are used without sacrificing cost and quality of work
2. Carry out measurements and calculations	2.1 Accurate <b><i>measurements</i></b> are obtained according to job requirements 2.3 Alternative measuring tools are used without sacrificing cost and quality of work 2.4 <b><i>Calculation</i></b> needed to complete work tasks are performed using the four basic process of addition (+), subtraction (-), multiplication (x) and division (/) including but not limited to: trigonometric functions, algebraic computations 2.5 Calculations involving fractions, percentages and mixed numbers are used to complete workplace tasks 2.6 Numerical computation is self-checked and corrected for accuracy 2.7 Instruments are read to the limit of accuracy of the tool 2.8 Systems of measurement identified and converted according to job requirements/ISO 2.9 Workpieces are measured according to job requirements

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Geometric shape	Including but is not limited to: 1.1 Round 1.2 Square 1.3 Rectangular 1.4 Triangle 1.5 Sphere 1.6 Conical
2. Measuring instruments	Including but not limited to: 2.1 Micrometer (In-out, depth) 2.2 Vernier caliper (out, inside) 2.3 Dial gauge with mag, std. 2.4 Straight edge 2.5 Thickness gauge 2.6 Torque gauge 2.7 Small hole gauge 2.8 Telescopic gauge 2.9 Try-square 2.10 Protractor 2.11 Combination gauge 2.12 Steel rule 2.13 Voltmeter 2.14 Ammeter 2.15 Mega-ohmeter 2.16 Kilowatt hour meter 2.17 Gauges 2.18 Thermometers
3. Measurements and calculations	3.1 Linear 3.2 Volume 3.3 Area 3.4 Wattage 3.5 Voltage 3.6 Resistance 3.7 Amperage 3.8 Frequency 3.9 Impedance

VARIABLE	RANGE
	3.10 Conductance 3.11 Capacitance 3.12 Displacement 3.13 Inside diameter 3.14 Circumference 3.15 Length 3.16 Thickness 3.17 Outside diameter 3.18 Taper 3.19 Out of roundness 3.20 Oil clearance 3.21 End play/Thrust clearance



## EVIDENCE GUIDE

<p>1. Critical aspects of competency</p>	<p>Assessment requires that the candidate:</p> <p>1.1 Selected and prepared appropriate measuring instruments in accordance with job requirements</p> <p>1.2 Performed measurements and calculations according to job requirements/ ISO</p>
<p>2. Underpinning knowledge</p>	<p><b>2.1 TRADE MATHEMATICS / MENSURATION</b></p> <p>2.1.1 Four fundamental operation</p> <p>2.1.2 Linear measurement</p> <p>2.1.3 Dimensions</p> <p>2.1.4 Unit conversion</p> <p>2.1.5 Ratio and proportion</p> <p>2.1.6 Trigonometric functions</p> <p>2.1.7 Algebraic equations</p>
<p>3. Underpinning skills</p>	<p>3.1 Performing calculation by addition, subtraction, multiplication and division; trigonometric functions and algebraic equations</p> <p>3.2 Visualizing objects and shapes</p> <p>3.3 Interpreting formulas for volume, areas, perimeters of plane and geometric figures</p> <p>3.4 Proper handling of measuring instruments</p>
<p>4. Resource implications</p>	<p>The following resources should be provided:</p> <p>4.1 Workplace location</p> <p>4.2 Problems to solve</p> <p>4.3 Measuring instrument appropriate to carry out tasks</p> <p>4.4 Instructional materials relevant to the propose activity</p> <p>Assessment of underpinning knowledge and practical skills may be combined</p>
<p>5. Methods of assessment</p>	<p>Competency should be assessed through:</p> <p>5.1 Actual demonstration</p> <p>5.2 Direct observation</p> <p>5.3 Written test/questioning related to underpinning knowledge</p>
<p>6. Context of assessment</p>	<p>6.1 Competency assessment may occur in workplace or any appropriate simulated environment</p> <p>6.2 Assessment shall be observed while task are being undertaken whether individually or in group</p> <p>6.3 Competency assessment must be undertaken in accordance with the TESDA assessment guidelines</p>

<b>UNIT OF COMPETENCY:</b>	<b>MAINTAIN TOOLS AND EQUIPMENT</b>
<b>UNIT CODE</b> :	<b>CON311204</b>
<b>UNIT DESCRIPTOR</b> :	This unit covers the knowledge, skills and attitudes on checking condition, performing preventive maintenance and storing of tools and equipment based on the required performance standards.

<b>ELEMENTS</b>	<b>PERFORMANCE CRITERIA</b> <i>Italicized</i> terms are elaborated in the Range of Variables
1. Check condition of tools and equipment	1.1 <b>Materials, tools and equipment</b> are identified according to classification and job requirements 1.2 Non-functional tools and equipment are segregated and labeled according to classification 1.3 Safety of tools and equipment are observed in accordance with manufacturer's instructions 1.4 Condition of <b>PPE</b> are checked in accordance with manufacturer's instructions
2. Perform basic preventive maintenance	2.1 Appropriate lubricants are identified according to types of equipment 2.2 Tools and equipment are lubricated according to preventive maintenance schedule or manufacturer's specifications 2.2 Measuring instruments are checked and calibrated in accordance with manufacturer's instructions 2.4 Tools are cleaned and lubricated according to standard procedures 2.5 Defective instruments, equipment and accessories are inspected and replaced according to manufacturer's specifications 2.6 Tools are inspected, repaired and replaced after use 2.7 Work place is cleaned and kept in safe state in line with OHSA regulations
3. Store tools and equipment	3.1 Inventory of tools, instruments and equipment are conducted and recorded as per company practices 3.2 Tools and equipment are stored safely in appropriate locations in accordance with manufacturer's specifications or company procedures

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Materials	Including but not limited to: 1.1 Lubricants 1.2 Cleaning materials 1.3 Rust remover 1.4 Rugs 1.5 Spare parts
2. Tools and equipment	Including but not limited to: 2.1 Tools <ul style="list-style-type: none"> <li>- Cutting tools - hacksaw, crosscut saw, rip saw</li> <li>- Boring tools - auger, brace, grinlet, hand drill</li> <li>- Holding tools - vise grip, C-clamp, bench vise</li> <li>- Threading tools - die and stock, taps</li> </ul> 2.2 Measuring instruments/equipment
3. PPE	Including but not limited to: 3.1 Goggles 3.2 Gloves 3.3 Safety shoes 3.4 Aprons/Coveralls
4. Forms	4.1 Maintenance schedule forms 4.2 Requisition slip 4.3 Inventory Form 4.4 Inspection Form 4.5 Procedures

## EVIDENCE GUIDE

<p>1. Critical aspects of competency</p>	<p>Assessment requires that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Selected and used appropriate processes, tools and equipment to carry out task</li> <li>1.2 Identified functional and non-functional tools and equipment</li> <li>1.3 Checked, lubricated and calibrated tools, equipment and instruments according to manufacturer's specifications</li> <li>1.4 Replaced defective tools, equipment and their accessories</li> <li>1.5 Observed and applied safe handling of tools and equipment and safety work practices</li> <li>1.6 Prepared and submitted inventory report, where applicable</li> <li>1.7 Maintained workplace in accordance with OHSA regulations</li> <li>1.8 Stored tools and equipment safely in appropriate locations and in accordance with company practices</li> </ul>
<p>2. Underpinning knowledge</p>	<ul style="list-style-type: none"> <li><b>2.1 SAFETY PRACTICES</b> <ul style="list-style-type: none"> <li>2.1.1 Use of PPE</li> <li>2.1.2 Handling of tools and equipment</li> <li>2.1.3 Good housekeeping</li> </ul> </li> <li><b>3.2 MATERIALS, TOOLS AND EQUIPMENT</b> <ul style="list-style-type: none"> <li>2.2.1 Types and uses of lubricants</li> <li>2.2.2 Types and uses of cleaning materials</li> <li>2.2.3 Types and uses of measuring instruments and equipment</li> </ul> </li> <li><b>3.3 PREVENTIVE MAINTENANCE</b> <ul style="list-style-type: none"> <li>2.3.1 Methods and techniques</li> <li>2.3.2 Procedures</li> </ul> </li> </ul>
<p>3. Underpinning skills</p>	<ul style="list-style-type: none"> <li>3.1 Preparing maintenance materials, tools and equipment</li> <li>3.2 Proper handling of tools and equipment</li> <li>3.3 Performing preventive maintenance</li> <li>3.3 Following instructions</li> </ul>
<p>4. Resource implications</p>	<p>The following resources should be provided:</p> <ul style="list-style-type: none"> <li>4.1 Workplace</li> <li>4.2 Maintenance schedule</li> <li>4.2 Maintenance materials, tools and equipment relevant to the proposed activity/task</li> </ul>
<p>5. Methods of assessment</p>	<p>Competency should be assessed through:</p> <ul style="list-style-type: none"> <li>5.1 Direct observation</li> <li>5.2 Written test/questioning relevant to Underpinning knowledge</li> </ul>

6. Context of assessment	6.1 Competency assessment may occur in workplace or any appropriate simulated environment 6.2 Competency assessment must be undertaken in accordance with the endorsed TESDA assessment guidelines
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## CORE COMPETENCIES

<b>UNIT OF COMPETENCY:</b>	<b>PERFORM PRE- AND POST-OPERATION PROCEDURES FOR LIFTING EQUIPMENT</b>
<b>UNIT CODE:</b>	<b>CON833309</b>
<b>UNIT DESCRIPTOR:</b>	This unit involves knowledge, skills and attitudes in performing procedures before and after productive operation of lifting equipment.

ELEMENT	PERFORMANCE CRITERIA <i>Italicized terms are elaborated in the Range of Variables</i>
1. Perform visual check of equipment	1.1 <b>Lifting</b> equipment is selected based on job requirements. 1.2 <b>Operator-serviceable (OS) parts</b> are checked in accordance with equipment checklist and manufacturer's procedures. 1.3 <b>Walk-around check</b> is performed with equipment checklist and with engine stopped/not running.
2. Perform "B L O W A F" check	2.1 <b>"BLOWAF" check</b> is performed with checklist form and with engine stopped/not running. 2.2 <b>Fluid</b> levels are maintained in accordance with equipment maintenance manual. 2.3 Abnormal conditions noted in checklist and reported to <b>authorized person</b> .
3. Perform operation check	3.1 <b>Starting/running check</b> is performed with checklist and in accordance with manufacturer's recommendations. 3.2 Brake, steering and controls are checked for normal functioning as per manufacturer's specifications. 3.3 Walk-around check is performed with equipment checklist and while engine is running. 3.4 <b>Safety devices</b> are checked for proper functions in accordance with safe operating procedures.

ELEMENT	PERFORMANCE CRITERIA
4. Perform post-operation procedure	<p>4.1 Equipment is parked and turned off after productive operation in accordance with company rules and regulations.</p> <p>4.2 Equipment controls are set into neutral position and parking brakes are engaged according to manufacturer's operations manual.</p> <p>4.3 <b>Safety locks</b> and brakes are all set/engaged in accordance with operator's manual.</p> <p>4.4 Walk-around inspection check is re-conducted while doing engine cool down</p> <p>4.5 Daily equipment time record/report (DETR) is accomplished/submitted according to company rules and regulations</p>

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Lifting	1.1 Rough-terrain Crane 1.2 Crawler Crane 1.3 Truck-mounted Crane 1.4 Forklift 1.4.1 Diesel 1.4.2 Gasoline or LPG 1.4.3 Electric 1.5 Tower Crane 1.5.1 Fixed Mounted 1.5.2 Rail Mounted 1.5.3 Self Erecting/Climbing Type 1.5.4 Free Standing Type 1.5.5 Luffing type
2. Lifting capacity	2.1 2.5 - 3.5 tons 2.2 5 - 10 tons 2.3 15 - 25 tons 2.4 35 tons and above
3. Operator serviceable parts (OS)	3.1 Air cleaner 3.2 Battery terminals/Connection/Clamp/Case 3.3 Belt/Lifting Chain 3.4 Grease/lube points 3.5 Fuel water separator/radiator <u>Rough-terrain Crane, Truck-mounted Crane, Forklift</u> 3.6 Tire inflation <u>Forklift</u> 3.7 Fuel tank 3.8 Hydraulic and brake master cylinder 3.9 Engine oil fan 3.10 Lights 3.11 Steering/Suspension <u>Crawler Crane</u> 3.12 Track tension



VARIABLE	RANGE
4. Walk-around check	4.1 Engine off <ul style="list-style-type: none"> <li>4.1.1 Leaks</li> <li>4.1.2 Worn out/damaged parts</li> <li>4.1.3 Fluid levels</li> <li>4.1.4 Loose parts and accessories (nuts/bolts/belts)</li> <li>4.1.5 Missing parts and accessories</li> <li>4.1.6 Pulleys (gantry and boom end)</li> </ul> <u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Tower Crane</u> <ul style="list-style-type: none"> <li>4.1.7 Hook block assembly               <ul style="list-style-type: none"> <li>4.1.7.1 Sheaves</li> <li>4.1.7.2 Hook and latch</li> </ul> </li> <li>4.1.8 Wire rope cable/clip</li> </ul> <u>Forklift</u> <ul style="list-style-type: none"> <li>4.1.9 Fork condition</li> <li>4.1.10 Fork chain/bearing</li> <li>4.1.11 Levers and controls               <ul style="list-style-type: none"> <li>4.1.11.1 Hoist</li> <li>4.1.11.2 Tilt</li> <li>4.1.11.3 Side shift</li> <li>4.1.11.3 Steering wheels</li> <li>4.1.11.4 Pedals</li> <li>4.1.11.5 Hand brake</li> </ul> </li> </ul> <u>Forklift and Tower crane</u> <ul style="list-style-type: none"> <li>4.1.12 Counter weight</li> </ul> <u>Tower crane</u> <ul style="list-style-type: none"> <li>4.1.13 Base foundation</li> <li>4.1.14 Mask pins</li> </ul> <u>Crawler Crane</u> <ul style="list-style-type: none"> <li>4.1.15 Lattice boom (main and jib)</li> </ul>

VARIABLE	RANGE
	<p>4.2 Engine on  <u>Rough-terrain Crane, Truck-mounted Crane and Forklift</u>  4.2.1 Gauges and controls  4.2.2 Safety devices  <u>Rough-terrain Crane and Truck-mounted Crane</u>  4.2.3 Oil and air leaks  4.2.4 Working equipment function  4.2.4.1 Outriggers  4.2.4.2 Boom  4.2.4.3 Hoist  <u>Forklift</u>  4.2.4.4 Tilt  4.2.4.5 Lift  4.2.4.6 Steering  4.2.4.7 Cylinder</p>
<p>5. <u>B L O W A E</u>  check</p>	<p><u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Forklift</u>  5.1 <b>B</b>attery (starting and charging system)  5.2 <b>L</b>ight (lighting system)  5.3 <b>O</b>il (lubricating system)  5.4 <b>W</b>ater (cooling system)  5.5 <b>A</b>ir (intake and exhaust system)  5.6 <b>F</b>uel (fuel system)</p>
<p>6. Fluid levels</p>	<p><u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Forklift</u>  6.1 Engine oil  6.2 Hydraulic oil  6.3 Radiator coolant/radiator (maintenance type)  6.4 Battery electrolyte/distilled water  <u>Rough-terrain Crane, Crawler Crane, and Truck-mounted Crane</u>  6.5 Brake/clutch fluid  <u>Rough-terrain Crane and Forklift</u>  6.6 Transmission/Gear oil  <u>Rough-terrain Crane and Truck-mounted Crane</u>  6.7 Steering oil  <u>Truck-mounted Crane</u>  6.8 Fuel  <u>Forklift</u>  6.9 Torque converter oil</p>

VARIABLE	RANGE
7. Authorized person	7.1 Equipment Supervisor 7.2 Equipment Dispatcher/Foreman 7.3 Maintenance personnel
8. Starting/Running check/operation check	8.1 Controls 8.1.1 Travel <u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Tower Crane</u> 8.1.2 Hoist <u>Rough-terrain Crane, Crawler Crane and Truck Mounted Crane</u> 8.1.3 Swing 8.1.4 Outrigger 8.1.5 Boom <u>Forklift</u> 8.1.6. Tilt 8.1.7 Lift 8.1.8 Steering 8.1.9 Side shift 8.1.10 Stabilizer
	8.2 Gauges 8.2.1 Hour meter <u>Rough-terrain, Crawler Crane, Truck-mounted Crane and Forklift</u> 8.2.2 Battery charging 8.2.3 Pressure (oil and air) 8.2.4 Temperature (oil and water) 8.2.5 RPM (Tachometer) <u>Rough-terrain, Crawler Crane, Truck-mounted and Tower Crane</u> 8.2.6 Boom angle indicator <u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Forklift</u> 8.2.7 Fuel indicator <u>Rough-terrain Crane, Truck-mounted Crane, Forklift and Tower Crane</u> 8.2.8 Speedometer <u>Forklift</u> 8.2.9 Hydraulic pressure 8.3 Leaks in <u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Forklift</u> 8.3.1 Fuel

VARIABLE	RANGE
	<p>8.3.2 Hydraulic <u>Terrain Crane, Crawler Crane, Truck-mounted Crane and Tower Crane</u></p> <p>8.3.3 Lubricating <u>Rough Rough-terrain Crane, Crawler Crane and Truck Mounted Crane</u></p> <p>8.3.4 Air</p> <p>8.3.5 Cooling <u>Forklift and Tower Crane</u></p> <p>8.3.6 Oil <u>Forklift</u></p> <p>8.3.7 Water</p> <p>8.3.8 Brake fluid</p> <p>8.4 Electrical/switches</p> <p>8.4.1 Lights</p> <p>8.4.2 Horns</p> <p>8.4.3 Wiper <u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Forklift</u></p> <p>8.5 Steering and brake</p>
9. Safety devices	<p><u>Rough-terrain Crane, Crawler Crane, Truck-mounted Crane and Tower Crane</u></p> <p>9.1 Load moment indicator (LMI)</p> <p>9.2 Anti two block (Limit switch) <u>Rough-terrain Crane, Crawler Crane, and Truck-mounted Crane</u></p> <p>9.3 Automatic crane stopper (ACS) <u>Forklift and Tower Crane</u></p> <p>9.4 Emergency stop switch <u>Forklift</u></p> <p>9.5 Back horn/warning horn</p> <p>9.6 Signal/stop light</p> <p>9.7 Blinkers</p> <p>9.8 Safety belt</p> <p>9.9 Overhead guard protector</p> <p>9.10 Fork lock/tow pin lock</p> <p>9.11 Parking brake</p>

	<p><u>Tower Crane</u>  9.12 Limit switch  9.12.1 Hoisting  9.12.2 Slewing  9.12.3 Travelling  9.12.4 Trolleying  9.12.5 Derricking  9.13 Weather vaning devices  9.14 Beacon lights  9.15 Lighting arrester</p>
10. Safety locks	<p>10.1 Swing lock  10.2 House lock  10.3 Control lever lock  10.4 Door lock  <u>Tower Crane</u>  10.5 Slewing lock  10.6 Travelling ock</p>

## EVIDENCE GUIDE

<p>1. Critical aspects of evidence to be considered</p>	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Demonstrates ability to select equipment based on the job requirements</li> <li>1.2 Demonstrates ability to check operator-serviceable (OS) parts</li> <li>1.3 Demonstrates ability to perform walk-around and “BLOWAF” inspection following equipment checklist and with engine stopped/not running</li> <li>1.4 Demonstrates ability to perform walk-around check while engine is running</li> <li>1.5 Demonstrates ability to observe risk-control/safe procedures</li> <li>1.6 Demonstrates ability to perform post-operation checking procedures</li> <li>1.7 Demonstrates ability to accomplish and submit daily equipment time report (DETR)</li> </ul>
<p>2. Underpinning (related) knowledge</p>	<ul style="list-style-type: none"> <li>2.1 Types and uses of personal protective equipment (PPE)</li> <li>2.2 Controls, instruments, indicators and their usage</li> <li>2.3 Start-up and shutdown procedures</li> <li>2.4 Familiarity with manufacturer’s operation manual</li> <li>2.5 Familiarity with job site and work conditions</li> <li>2.6 Familiarity with pre- and post-operation checklist</li> </ul>
<p>3. Underpinning skills</p>	<ul style="list-style-type: none"> <li>3.1 Performing pre- and post-operation procedures of equipment using standard or special attachments</li> <li>3.2 Using personal protective equipment</li> <li>3.3 Maintaining equipment records</li> <li>3.4 Communicating with work site personnel and clients</li> <li>3.5 Complying with the manufacturer’s operation and maintenance manual</li> <li>3.6 Accomplishing pre- and post-operation checklist</li> </ul>
<p>4. Resource implications</p>	<p>Things necessary for the conduct of assessment</p> <ul style="list-style-type: none"> <li>4.1 Appropriate work area for lifting equipment operation</li> <li>4.2 Access to lifting equipment and manuals.</li> </ul>
<p>5. Method of assessment</p>	<p>Competency must be assessed through</p> <ul style="list-style-type: none"> <li>5.1 Written/oral questioning</li> <li>5.2 Direct observation / practical demonstration</li> <li>5.3 Work record and documents</li> </ul>
<p>6. Context for assessment</p>	<ul style="list-style-type: none"> <li>6.1 Assessment may be conducted on-the-job or in a simulated venue.</li> </ul>

<b>UNIT OF COMPETENCY:</b>	<b>PERFORM BASIC PREVENTIVE MAINTENANCE SERVICING FOR LIFTING EQUIPMENT</b>
<b>UNIT CODE:</b>	<b>CON833310</b>
<b>UNIT DESCRIPTOR:</b>	This unit involves the knowledge, skills and attitudes required in repairing minor defects and cleaning/greasing, adjusting and replacing operator-serviceable (OS) parts of truck-mounted crane and similar lifting equipment.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i>Bold and Italicized</i> terms are elaborated in the Range of Variables
1. Perform adjustment/s replacements	<p>1.1 <b>Minor defects</b> are identified and remedied in accordance with company/maker's procedures.</p> <p>1.2 Tools are selected based on job requirements.</p> <p>1.3 <b>Major defects</b> are identified using check list and referred to <b>appropriate personnel</b> for action.</p>
2. Perform basic preventive maintenance servicing (PMS)	<p>2.1 <b>OS parts/standards</b> are identified and serviced according to manufacturer's recommendations.</p> <p>2.2 <b>Fluids and lubricants</b> are used based on manufacturer's manual.</p> <p>2.3 <b>Basic hand tools and equipment</b> and consumable materials are identified and used in accordance with job requirements.</p> <p>2.4 <b>Basic preventive maintenance servicing (PMS)</b> is carried out in accordance with manufacturer's and/or <b>site requirements/conditions</b>.</p>
3. Prepare equipment reports	<p>3.1 Daily checklist form is accomplished in accordance with manufacturer's/company requirements.</p> <p>3.2 Minor/major equipment defects are reported to appropriate personnel.</p>

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Lifting equipment	1.1 Rough-terrain Crane 1.2 Truck-mounted Crane 1.3 Crawler Crane 1.4 Forklift <ul style="list-style-type: none"> <li>1.4.1 Diesel</li> <li>1.4.2 Gasoline/LPG</li> <li>1.4.3 Electric</li> </ul>
2. Minor defects	2.1 Weak battery 2.2 Air lock 2.3 Tire inflation 2.4 Belt tension 2.5 Clogged air cleaner 2.6 Defective radiator cap <u>Forklift</u> 2.7 Loose clamps. Bolts and mountings 2.8 Presence of water in fuel separator
3. Major defects	3.1 Busted hydraulic hose 3.2 Hard starting engine 3.3 Excessive engine oil consumption 3.4 Leakage on <ul style="list-style-type: none"> <li>3.4.1 Air</li> <li>3.4.2 Fuel</li> <li>3.4.3 Cooling</li> <li>3.4.4 Hydraulic system</li> </ul> 3.5 Faulty gauges 3.6 Damaged/broken pulley 3.7 Incorrect/defective Load Moment Indicator (LMI) 3.8 Defective/frayed wire rope <u>Rough-terrain Crane and Truck-mounted Crane</u> 3.9 Busted/flat tires <u>Rough-terrain Crane and Crawler Crane</u> 3.10 Derailed track links <u>Forklift</u> 3.11 Excessive engine oil consumption on: <ul style="list-style-type: none"> <li>3.11.1 Fuel</li> <li>3.11.2 Water</li> <li>3.11.3 Fluid</li> </ul> 3.12 Poor engine performance 3.13 Weak brakes



VARIABLE	RANGE
	3.14 Defective electrical components 3.14.1 Charging 3.14.2 Lighting 3.14.3 Starting 3.14.4 Monitoring/gauges
4. Appropriate personnel	4.1 Equipment supervisor/Foreman 4.2 Chief mechanic 4.3 Equipment maintenance personnel <u>Forklift</u> 4.4 Dispatcher 4.5 Motor pool supervisor
5. Operator Serviceable (OS) parts	5.1 Battery clamps 5.2 Belts 5.3 Filters 5.3.1 Air cleaner 5.3.2 Water fuel separator/drain valve 5.4 All fluid caps 5.5 All grease points and fittings 5.6 Wire rope grease/lubricants <u>Forklift</u> 5.7 Battery distilled water 5.8 Chain grease 5.9 All caps (e.g., water, oil, fluid, fuel)
6. Standards	6.1 Oil pressure 6.2 Air pressure 6.3 Temperatures 6.4 Tension 6.5 Clearance and distances <u>Forklift</u> 6.6 Hydraulic pressure 6.7 Fuels 6.7.1 LPG 6.7.2 Diesel 6.7.3 Gasoline 6.7.4 Electric 6.8 Charging rate

VARIABLE	RANGE
7. Fluids and lubricants	7.1 Engine oil 7.2 Hydraulic oil 7.3 Brake fluid 7.4 Multi-purpose grease 7.5 Coolant 7.6 Battery solutions <u>Rough-terrain Crane and Truck-mounted Crane</u> 7.7 Transmission oil <u>Truck-mounted Crane</u> 7.8 Fuel <u>Forklift</u> 7.9 Gear oil 7.10 Cleaning solutions <ul style="list-style-type: none"> <li>7.10.1 Detergent soap</li> <li>7.10.2 Degreaser</li> </ul>
8. Basic hand tools and equipment	8.1 Hand tools <ul style="list-style-type: none"> <li>8.1.1 Wrenches</li> <li>8.1.2 Pliers</li> <li>8.1.3 Paint brush</li> <li>8.1.4 Grease gun</li> <li>8.1.5 Hammer</li> <li>8.1.6 Vice grip</li> <li>8.1.7 Measuring tape (instrument)</li> <li>8.1.8 Steel brush</li> <li><u>Rough-terrain Crane and Crawler Crane</u></li> <li>8.1.9 Screw driver (positive and negative)</li> <li><u>Truck-mounted Crane and Forklift</u></li> <li>8.1.10 Screw driver (Philips and flat tip)</li> <li><u>Rough-terrain Crane and Truck-mounted Crane</u></li> <li>8.1.11 Tire gauge (instrument)</li> <li><u>Crawler Crane</u></li> <li>8.1.12 Mud removing tools</li> </ul> 8.2 Equipment <ul style="list-style-type: none"> <li>8.2.1 High pressure washer</li> <li>8.2.2 Air compressor</li> </ul>

VARIABLE	RANGE
<p>9. Basic preventive maintenance servicing</p>	<p>May include but are not limited to:</p> <p>9.1 Check battery clamps</p> <p>9.2 Check fan belt conditions (cracked or worn-out)</p> <p>9.3 Adjust belt tensions (if necessary)</p> <p>9.4 Clean/Replace filters</p> <p style="padding-left: 40px;">9.4.1 Air cleaner</p> <p style="padding-left: 40px;">9.4.2 Water separator</p> <p>9.5 Replace defective fluid caps</p> <p>9.6 Grease all fittings on lube points</p> <p>9.7 Grease wire ropes</p>
<p>10. Site condition/requirements</p>	<p>10.1 Instructions</p> <p>10.2 Signages</p> <p>10.3 Work schedules</p> <p>10.4 Work bulletin boards</p> <p>10.5 Charts</p> <p>10.6 Memos</p> <p>10.7 Maps</p> <p>10.8 Dusty</p> <p>10.9 Windy</p> <p>10.10 Terrain (muddy and slippery)</p> <p><u>Forklift</u></p> <p>9.11 Poor lighting</p> <p>9.12 Vertical clearance</p> <p>9.13 Overhead cable</p> <p>9.14 Toxic/hazardous fumes</p>

## EVIDENCE GUIDE

<p>1. Critical aspects of evidence to be considered</p>	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Demonstrates ability to observe safety precautions</li> <li>1.2 Demonstrates ability to identify minor defects and service them in accordance with company rules and regulations</li> <li>1.3 Demonstrates ability to identify major defects with checklist and report them to appropriate personnel</li> <li>1.4 Demonstrates ability to identify OS parts/standards from manufacturer's reference books/manuals</li> <li>1.5 Demonstrates understanding of recommended fluid and lubricants</li> <li>1.6 Demonstrates ability to use basic hand tools and equipment</li> <li>1.7 Demonstrates ability to accomplish and submit daily checklist forms and reports</li> </ul>
<p>2. Underpinning (related) knowledge</p>	<ul style="list-style-type: none"> <li>2.1 Company rules and regulations</li> <li>2.2 Basic unit specifications (BUS)</li> <li>2.3 Safety (PPE, machine and environmental)</li> <li>2.4 Controls and gauges</li> <li>2.6 Components, systems and functions</li> <li>2.7 Comprehension of operation and maintenance manual</li> <li>2.8 Fluids and lubricants</li> <li>2.9 Uses of basic hand tools and equipment</li> </ul>
<p>3. Underpinning skills</p>	<ul style="list-style-type: none"> <li>3.1 Using personal protective equipment (PPE)</li> <li>3.2 Accomplishing daily checklist forms</li> <li>3.3 Performing basic preventive maintenance</li> <li>3.4 Using basic hand tools and equipment</li> <li>3.5 Reporting minor and major defects</li> </ul>
<p>4. Resource implications</p>	<p>Things necessary for the conduct of assessment</p> <ul style="list-style-type: none"> <li>4.1 Access to lifting equipment specifications and manuals</li> <li>4.2 Access to lifting equipment</li> <li>4.3 Basic hand tools and equipment</li> <li>4.4 Fluids and lubricants</li> <li>4.5 PPE</li> <li>4.6 Safety signages/barricades</li> </ul>
<p>5. Method of assessment</p>	<p>Competency must be assessed through</p> <ul style="list-style-type: none"> <li>5.1 Written and/or oral questioning</li> <li>5.2 Direct observation / practical demonstration</li> <li>5.3 Work record and documents</li> </ul>

6. Context for assessment	6.1 Competency shall be assessed in a normal or simulated workplace environment and in accordance with safe work procedures 6.2 Competency shall be assessed while work is being undertaken independently
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<b>UNIT OF COMPETENCY:</b>	<b>PERFORM PRODUCTIVE OPERATION FOR TRUCK-MOUNTED CRANE</b>
<b>UNIT CODE:</b>	<b>CON833312</b>
<b>UNIT DESCRIPTOR:</b>	This unit covers the knowledge, skills and attitudes in performing equipment standard operating procedures for a Truck-mounted Crane.

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b> <i><b>Bold and Italicized terms are elaborated in the Range of Variables</b></i>
1. Travel the crane	1.1 Work area is surveyed for safe accessibility or <b><i>potential hazards</i></b> in accordance with safe operating procedures. 1.2 Outrigger assembly position is observed. 1.3 Telescopic boom is secured and in place during travel. 1.4 Travel speed is observed in accordance with traffic rules and regulations. 1.5 Hook block on front frame is secured in placed. 1.6 Aid of a signalman is required when necessary. 1.7 <b><i>Unexpected situations</i></b> are responded in line with company rules and regulations in a manner that minimizes risk to personnel and equipment.
2. Set-up crane	2.1 Crane is set up and positioned in accordance with <b><i>safety procedures and requirements</i></b> . 2.2 Unexpected situations are responded in line with company rules and regulations in a manner that minimizes risk to personnel and equipment.

ELEMENT	PERFORMANCE CRITERIA
3. Interpret load chart	<p>3.1 Weight of the load is determined according to <b><i>proper information</i></b>.</p> <p>3.2 Lifting capacity is determined according to working radius and boom length.</p> <p>3.3 Weight of <b><i>Rigging gears</i></b> and attachments such as main/auxiliary hook blocks, fly jib are determined and considered as part of the load.</p> <p>3.4 <b><i>Lifting capacity</i></b> in the load chart is followed according to manufacturer's specifications or derated capacity of equipment.</p> <p>3.5 Doubt about the lifting capacity of the crane based on load chart reading is reported to immediate supervisor.</p>
4. Perform lifting and transferring the load	<p>4.1 <b><i>Safe work procedures and practices</i></b> are observed during <b><i>lifting operation</i></b>.</p> <p>4.2 Optimum engine speed during hoisting or swing operation is controlled.</p> <p>4.3 Communication with Rigger is established and maintained during lifting and transferring of loads.</p> <p>4.4 Unexpected situations are responded in line with company rules and regulations in a manner that minimizes risk to personnel and equipment.</p>

## RANGE OF VARIABLES

VARIABLE	RANGE
1. Potential hazards	1.1 Other equipment 1.2 Building 1.3 Deep excavation 1.4 Sloping ground 1.5 Uneven terrain 1.6 Overhead "live" electrical wires 1.7 Underground utilities 1.8 Unstable ground
2. Unexpected situations	May include but are not limited to: 2.1 Sudden engine breakdown 2.2 Busted hydraulic hose and oil leakages 2.3 Broken wire rope 2.4 Sudden loss of brake 2.5 Hitting high tension wire 2.6 Loss control of steering 2.7 Sudden ground failure 2.8 Force majeure e.g., earthquake, fire, tornado 2.9 Operator fatigue or sickness/condition 2.10 Accidents/incidents



VARIABLE	RANGE
3. Safety procedures and requirements	3.1 <b>Lifting Plan</b> is thoroughly checked in accordance with job requirements 3.2 Load chart is read/interpreted in accordance with lifting configuration. 3.3 Work area is barricaded with appropriate informative warning signages. 3.4 Crane is positioned on a level and stable working ground. 3.5 Wheels and outrigger beams are adequately positioned and observed. 3.6 <b>Cribbing</b> under outrigger floats is used adequately (if necessary). 3.7 Usable headroom for proper sling selection is determined. 3.8 Appropriate number of partline is reeved to ensure safe working load. 3.9 Trial lift without load is performed. 3.10 Communicated with rigger to ensure that load is secured with rigging gears. 3.11 Risk control procedure is implemented in case of <b>adverse environmental conditions</b> .
3.1 <u>Lifting plan</u>	3.1.1 Lifting plan/pre-lift worksheet 3.1.2 Rigging plan 3.1.3 Site plan and lay-out
3.2 <u>Cribbing</u>	3.2.1 Steel plates 3.2.2 Hardwoods 3.2.3 Concrete blocks
3.3 <u>Adverse environmental conditions</u>	3.3.1 Poor visibility (e.g. foggy, darkness) 3.3.2 High-tension wires 3.3.3 Restricted areas 3.3.4 Wind aloft (exceeding wind velocity of 20 mph) 3.3.5 Unstable ground condition 3.3.6 Congested areas

VARIABLE	RANGE
4. Proper information	4.1 Bill of ladings 4.2 Packing and shipping list ad specifications
5. Rigging gear	5.1 Hoist hook <ul style="list-style-type: none"> <li>5.1.1 Eye shank</li> <li>5.1.2 Shank shivel</li> <li>5.1.3 Swivel hook</li> </ul> 5.2 Sliding choker hook 5.3 Sure lock hook <ul style="list-style-type: none"> <li>5.3.1 Eye hook</li> <li>5.3.2 Swivel hook</li> <li>5.3.3 Clevis hook</li> <li>5.3.4 Shank hook</li> </ul> 5.4 Eye sling hook 5.5 Clevis sling hook 5.6 Grab hook (eye or clevis) 5.7 Weld-on hook 5.8 Sorting hook 5.9 Barrel hook 5.10 Latch <ul style="list-style-type: none"> <li>5.10.1 Shank hook</li> <li>5.10.2 Swivel hook</li> <li>5.10.3Clevis sling hook</li> <li>5.10.4 Eyes sling hook</li> <li>5.10.5 Eye hook</li> </ul> 5.11 Slings

VARIABLE	RANGE
6. Lifting capacity	6.1 Obsolescence (life span) 6.2 Equipment history 6.3 Machine performance 6.4 Wear and tear
7. Safe work procedures	7.1 All slings, ties and hooks are placed and secured correctly before raising the load. 7.2 Load striking the ground, machine or any other object is prevented. 7.3 The boom is prevented from striking any obstruction. 7.4 Shock/Dynamic loading is avoided. 7.5 Load handling is observed. 7.6 Lifting/Rigging gears are checked in accordance with job requirements.
8. Lifting operation	8.1 Safety devices 8.2 Release house lock 8.3 Release swing lock 8.4 Hoisting up and down 8.5 Boom swing 8.6 Boom raise and lower

## EVIDENCE GUIDE

<p>1. Critical aspects of evidence to be considered</p>	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> <li>1.1 Demonstrates ability to operate Truck-mounted Crane in accordance with established operating procedure defined in the range of variables</li> <li>1.2 Demonstrates ability to carry-out safe work practices defined in the range of variables</li> <li>1.3 Demonstrates ability to interpret Load Chart, Lifting/Rigging plan</li> <li>1.4 Demonstrates ability to communicate with Rigger/s regarding load handling operation</li> <li>1.5 Demonstrates ability to follow correct procedures in lifting and transporting loads.</li> <li>1.6 Demonstrates knowledge of basic calculation and mensuration</li> <li>1.7 Demonstrates ability to carry-out travel operation</li> </ul>
<p>2. Underpinning (related) knowledge and attitude</p>	<ul style="list-style-type: none"> <li>2.1 Safe operating procedures and practices</li> <li>2.2 Statutory safety rules and regulations</li> <li>2.3 Comprehension of load charts</li> <li>2.4 Comprehension of Lifting/Rigging plans/site plan and layout</li> <li>2.5 Company/in-house policies and procedures</li> <li>2.6 Familiarity with type and load center of gravity</li> <li>2.7 Familiarity with lifting/rigging gears and its applications</li> <li>2.8 Familiarity with rigging signals (ISO standard)</li> <li>2.9 Basic calculations and mensurations</li> <li>2.10 Defensive driving principles</li> </ul>
<p>3. Underpinning skills</p>	<ul style="list-style-type: none"> <li>3.1 Accomplishing crane checklist and reports</li> <li>3.2 Reporting crane component failure</li> <li>3.3 Performing actual operation procedure of crane</li> <li>3.4 Performing safety procedures and practices</li> <li>3.5 Determining weight of loads</li> <li>3.6 Following load chart applications</li> <li>3.7 Following correct rigging signals (ISO standard)</li> <li>3.8 Calculation and mensuration skills</li> <li>3.9 Defensive driving skills</li> </ul>
<p>4. Resource implications</p>	<p>Things necessary for the conduct of assessment</p> <ul style="list-style-type: none"> <li>4.1 Access to Truck-mounted Crane and job site/terrain</li> <li>4.2 Available loads</li> <li>4.3 Barricades and informative signages</li> <li>4.4 Lifting/Rigging gears</li> <li>4.5 PPE</li> </ul>

5. Method of assessment	Competency in this unit must be assessed through 5.1 Written/Oral questioning 5.2 Direct observation / demonstration 5.3 Work record and documents
6. Context for assessment	6.1 Assessment may be conducted in the work site or in a simulated venue.

## SECTION 3 TRAINING STANDARDS

These guidelines are set to provide the Technical and Vocational Education and Training (TVET) providers with information and other important requirements to consider when designing training programs for HEAVY-EQUIPMENT OPERATION (Truck-Mounted Crane) NC II.

### 3.1 CURRICULUM DESIGN

**Course Title :** HEAVY EQUIPMENT OPERATION - TRUCK-MOUNTED CRANE

**NC Level:** II

#### BASIC COMPETENCIES

**Nominal Training Hours:** 18 Hours (Basic) + 18 Hours (Common)

**Course Description:**

This course is designed to equip individuals with the basic, common and core competencies in Construction Sector particularly in Heavy Equipment Operation (Truck-Mounted Crane).

To obtain this, all units prescribed for this qualification must be achieved:

#### BASIC COMPETENCIES

Unit of Competency	Learning Outcomes	Methodology	Assessment Approach
1. Participate in workplace communication	1.1 Obtain and convey workplace information. 1.2 Complete relevant work related documents 1.3 Participate in workplace meeting and discussion.	Group discussion Interaction	<ul style="list-style-type: none"><li>• Demonstration</li><li>• Observation</li><li>• Interviews/questioning</li></ul>
1. Work in a team environment	2.1 Describe and identify team role and responsibility in a team. 2.2 Describe work as a team member.	Discussion Interaction	<ul style="list-style-type: none"><li>• Demonstration</li><li>• Observation</li><li>• Interviews/questioning</li></ul>

<b>Unit of Competency</b>	<b>Learning Outcomes</b>	<b>Methodology</b>	<b>Assessment Approach</b>
3. Practice career professionalism	3.1 Integrate personal objectives with organizational goals. 3.2 Set and meet work priorities. 3.3 Maintain professional growth and development.	Discussion Interaction	<ul style="list-style-type: none"> <li>• Demonstration</li> <li>• Observation</li> <li>• Interviews/questioning</li> </ul>
4. Practice occupational health and safety	4.1 Evaluate hazard and risks 4.2 Control hazards and risks 4.3 Maintain occupational health and safety awareness	Discussion Plant tour Symposium	<ul style="list-style-type: none"> <li>• Observation</li> <li>• Interview</li> </ul>

## COMMON COMPETENCIES

Unit of Competency	Learning Outcomes	Methodology	Assessment Approach
1. Prepare construction materials and tools	1.8 Identify Materials 1.9 Requisition Materials 1.10 Receive and inspect materials	Audio Visual simulation Discussion Practical exercise Demonstration	<ul style="list-style-type: none"> <li>• Direct observation</li> <li>• Questions or interview</li> <li>• Portfolio (credentials)</li> <li>• Written / Oral Test</li> <li>• Demonstration</li> </ul>
2. Observe procedures, Specifications and Manuals of Instructions	2.1 Identify and access specification/ manuals	Audio Visual Simulation Discussion Practical Lab Demonstration	<ul style="list-style-type: none"> <li>• Direct observation</li> <li>• Oral questioning</li> <li>• Written test or examination</li> <li>• Third party report</li> <li>• Demonstration (able to impart knowledge and skills)</li> </ul>
3. Interpret Technical Drawing	3.1 Analyze sign, symbols and data 3.2 Interpret technical drawing and plans 3.3 Apply freehand sketching	Audio Visual Simulation Discussion Practical Lab Demonstration	<ul style="list-style-type: none"> <li>• Direct observation</li> <li>• Oral questioning</li> <li>• Written test or examination</li> <li>• Third party report</li> <li>• Demonstration (able to impart knowledge and skills)</li> </ul>
4. Perform mensurations and calculation	4.1 Select measuring instruments 4.2 Carry out measurements and calculations	Audio Visual Simulation Discussion Practical Lab Demonstration	<ul style="list-style-type: none"> <li>• Direct observation</li> <li>• Oral questioning</li> <li>• Written test or examination</li> <li>• Third party report</li> <li>• Demonstration (able to impart knowledge and skills)</li> </ul>



<b>Unit of Competency</b>	<b>Learning Outcomes</b>	<b>Methodology</b>	<b>Assessment Approach</b>
5. Maintain tools and equipment	5.1 Check condition of tools and equipment 5.2 Perform basic preventive maintenance 5.3 Sharpen edge and tooth cutting tools 5.4 Store tools and equipment	Audio Visual Simulation Discussion Practical Lab Demonstration	<ul style="list-style-type: none"> <li>• Direct observation of application of tasks</li> <li>• Oral questioning</li> <li>• Written test or examination</li> <li>• Third party report</li> <li>• Demonstration</li> </ul>

## CORE COMPETENCIES

**Course Title** : **HEAVY EQUIPMENT OPERATION**  
**TRUCK-MOUNTED CRANE**

**Level:**

**Nominal Training Hours:** 120 Hours

### Course Description:

This course is designed to enhance the knowledge, desirable attitudes and skills in the use of truck-mounted crane in accordance with industry standards. It covers the core competencies of: perform pre- and post operation procedure, perform productive operation, and perform basic preventive-maintenance servicing on a given truck-mounted crane.

To obtain this, all units prescribed for this qualification must be achieved:

Unit of Competency	Learning Outcomes	Methodology	Assessment Approach
1. Perform pre- and post-operation procedure for Truck-mounted Crane	1.1 Identify truck-mounted crane types / components parts 1.2 Perform visual check of equipment 1.3 Check BLOWAF of truck-mounted crane 1.3.1 Battery 1.3.2 Light 1.3.3 Oil 1.3.4 Water 1.3.5 Air 1.3.6 Fuel 1.4 Check truck-mounted crane systems operation 1.5 Check safety devices & accessories 1.6 Perform post operation check	Lecture Practical / Demonstration	<ul style="list-style-type: none"> <li>• Observation / Demonstration and interview</li> <li>• Written test</li> </ul>

<b>Unit of Competency</b>	<b>Learning Outcomes</b>	<b>Methodology</b>	<b>Assessment Approach</b>
2. Perform productive operation for Truck Mounted Crane	2.1 Perform loading and unloading of truck-mounted crane to trailer (low bed) 4.2 Perform truck mounted crane application	Lecture Practical / Demonstration	<ul style="list-style-type: none"> <li>• Observation / Demonstration and interview</li> <li>• Written test</li> </ul>
3. Perform basic preventive maintenance servicing for Truck Mounted Crane	4.1 Perform safety practices, and housekeeping 4.2 Perform preventive maintenance and servicing	Lecture Practical / Demonstration	<ul style="list-style-type: none"> <li>• Observation / Demonstration and interview</li> <li>• Written test</li> </ul>

## 3.2 TRAINING DELIVERY

The delivery of training should adhere to the design of the curriculum. Delivery should be guided by the 10 basic principles of competency-based TVET.

- The training is based on curriculum developed from the competency standards;
- Learning is modular in its structure;
- Training delivery is individualized and self-paced;
- Training is based on work that must be performed;
- Training materials are directly related to the competency standards and the curriculum modules;
- Assessment is based in the collection of evidence of the performance of work to the industry required standard;
- Training is based both on and off-the-job components;
- Allows for recognition of prior learning (RPL) or current competencies;
- Training allows for multiple entry and exit; and
- Approved training programs are nationally accredited.

The competency-based TVET system recognizes various types of delivery modes, both on and off-the-job as long as the learning is driven by the competency standards specified by the industry. The following training modalities may be adopted when designing training programs:

- The dualized mode of training delivery is preferred and recommended. Thus programs would contain both in-school and in-industry training or fieldwork components. Details can be referred to the Dual Training System (DTS) Implementing Rules and Regulations.
- Modular/self-paced learning is a competency-based training modality wherein the trainee is allowed to progress at his own pace. The trainer facilitates the training delivery
- Peer teaching/mentoring is a training modality wherein fast learners are given the opportunity to assist the slow learners.
- Supervised industry training or on-the-job training is an approach in training designed to enhance the knowledge and skills of the trainee through actual experience in the workplace to acquire specific competencies prescribed in the training regulations.
- Distance learning is a formal education process in which majority of the instruction occurs when the students and instructor are not in

the same place. Distance learning may employ correspondence study, or audio, video or computer technologies.

### **3.3 TRAINEE ENTRY REQUIREMENTS**

This section specifies the qualifications of trainees and educational experience. Other requirements like health and physical requirements may also be included. Passing written entrance examinations may also be indicated if necessary.

- Can communicate both orally and in writing
- Physically and mentally fit
- With good moral character
- Can perform basic mathematical computation.

### **3.4 LIST OF TOOLS, EQUIPMENT AND MATERIALS**

Recommended list of tools, equipment and materials for the training of 25 trainees for the operation for truck-mounted crane.

TOOLS		EQUIPMENT		MATERIALS	
QTY		QTY		QTY	
1 set	<ul style="list-style-type: none"> <li>Wrenches (box and open-end 8-24 mm- metric &amp; 7/16 –1” -English )</li> </ul>	1 unit	<ul style="list-style-type: none"> <li>Truck-mounted crane(MOA / rental)</li> </ul>	5 kls	<ul style="list-style-type: none"> <li>Multi-purpose grease</li> </ul>
1 set	<ul style="list-style-type: none"> <li>Hammer ballpeen (3-4 lbs)</li> </ul>			4 liters	<ul style="list-style-type: none"> <li>Engine oil ( SAE 15w40)</li> </ul>
1 set	<ul style="list-style-type: none"> <li>Pliers ( mechanical 10 “)</li> </ul>	1 unit	<ul style="list-style-type: none"> <li>Vacuum cleaner</li> </ul>	20 liters	<ul style="list-style-type: none"> <li>Hydraulic / steering fluid (TELLUS 68/10W)</li> </ul>
1 pc	<ul style="list-style-type: none"> <li>Adjustable wrench (18 “)</li> </ul>	1 unit	<ul style="list-style-type: none"> <li>Portable electric air compressor</li> </ul>	10 liters	<ul style="list-style-type: none"> <li>PTO / differential and transfer case drive (gear oil GP90/ 140)</li> </ul>
1 pc	<ul style="list-style-type: none"> <li>Grease gun</li> </ul>			10 liters	<ul style="list-style-type: none"> <li>Automatic Trans-mission oil (ATF)</li> </ul>
1 set	<ul style="list-style-type: none"> <li>Screw driver ( 10 “ flat &amp; Philips)</li> </ul>			10 liters	<ul style="list-style-type: none"> <li>Manual transmission oil GP 90/140</li> </ul>
1 pc	<ul style="list-style-type: none"> <li>Putty knife</li> </ul>			4 liters	<ul style="list-style-type: none"> <li>Water coolant</li> </ul>
1 pc	<ul style="list-style-type: none"> <li>Pry bar (heavy duty)</li> </ul>			200 liters	<ul style="list-style-type: none"> <li>Diesel fuel</li> </ul>
1 pc	<ul style="list-style-type: none"> <li>Tire gauge (0-150 psi)</li> </ul>			5 liters	<ul style="list-style-type: none"> <li>Battery distilled water</li> </ul>

TOOLS		EQUIPMENT		MATERIALS	
QTY		QTY		QTY	
				1 set	<ul style="list-style-type: none"> <li>• Primary &amp; secondary air filter,</li> </ul>
				1 pair	<ul style="list-style-type: none"> <li>• Working clothes</li> </ul>
				10 pairs	<ul style="list-style-type: none"> <li>• Safety shoes</li> </ul>
				10 pairs	<ul style="list-style-type: none"> <li>• Gloves</li> </ul>
				10 pcs	<ul style="list-style-type: none"> <li>• Goggles</li> </ul>
				10 pcs	<ul style="list-style-type: none"> <li>• Dust Mask</li> </ul>
				10 pcs	<ul style="list-style-type: none"> <li>• Hard hat</li> </ul>
				2 units	<ul style="list-style-type: none"> <li>• Test weights</li> <li>- 3 tons</li> <li>- 10 tons</li> </ul>
				1 pc	<ul style="list-style-type: none"> <li>• Truck-mounted crane miniature</li> </ul>
				1 pc	<ul style="list-style-type: none"> <li>• Operator's manual with load chart</li> </ul>

### 3.5 TRAINING FACILITIES

The truck-mounted crane operation workshop must be of concrete structure. Based on class size of 25 students/trainees the space requirements for the teaching/learning and circulation areas are as follows:

<b>SPACE REQUIREMENT</b>	<b>SIZE IN METERS</b>	<b>AREA IN SQ. METERS</b>	<b>TOTAL AREA IN SQ. METERS</b>
• Student/Trainee's Working Space	2.0 x 2.0 meters	4 sq.m per student	100.0 sq.m.
• Lecture Room	8.00 x 6.00	48.00	48.0
• Learning Resource Center	4.00 x 6.00	24.00	24.0
•			172
• Facilities/Equipment/ Circulation Area	-	-	52
<b>TOTAL WORK AREA</b>	-		<b>224</b>
Working field	0.25 hectare (MOA/Rental)		



### **3.6 TRAINERS' QUALIFICATION HEAVY EQUIPMENT OPERATION (TRUCK-MOUNTED CRANE)**

#### TRAINER QUALIFICATION (TQ II)

- Must be a holder of Heavy-Equipment Operation (Truck-Mounted Crane) NC-II or equivalent qualification
- Must have undergone training on Training Methodology II (TM II) or equivalent in training/experience
- Must be computer-literate
- Must be physically and mentally fit
- Must have had at least 5 years job/industry experience\*
- Must be a civil-service eligible or holder of appropriate professional license issued by the Professional Regulations Commission (for government positions)

\* Optional. Only when required by the hiring institution.

Reference: TESDA Board Resolution No. 2004-03

## **SECTION 4 NATIONAL ASSESSMENT AND CERTIFICATION ARRANGEMENTS**

- 4.1 To attain the National Qualification of **HEAVY EQUIPMENT OPERATION (Truck-Mounted Crane) NC II**, the candidate must demonstrate competence in all the units of competency in Section 1. Successful candidates shall be awarded National Certificates signed by the TESDA Director General.
- 4.2 The qualification of **HEAVY EQUIPMENT OPERATION (Bulldozer) NC II** maybe attained through demonstration of competence in a project-type assessment covering the following core units. Candidates may apply for assessment in any accredited assessment center.
- 4.2.1 **Truck-mounted Crane operation**
- Perform pre-and post operation for lifting equipment
  - Perform productive operation for truck-mounted crane
  - Perform basic preventive maintenance servicing for lifting equipment
- 4.3 Assessment shall focus on the core units of competency. The basic and common units shall be integrated or assessed concurrently with the core units.
- 4.4 The following are qualified to apply for assessment and certification:
- 4.4.1 Graduates of formal, non-formal and/or informal training including enterprise-based training programs
- 4.4.2 Experienced Workers (wage-employed or self-employed)
- 4.5 The guidelines on assessment and certification are discussed in detail in the *Procedures Manual on Assessment and Certification* and the *Guidelines on the Implementation of the Philippine TVET Qualification and Certification System (PTQCS)*.



# COMPETENCY MAP

## CONSTRUCTION-HEAVY EQUIPMENT OPERATION - SUB- SECTOR

	Perform pre- and post-operation procedures for earth moving equipment	Perform basic preventive maintenance servicing for earth moving equipment	Perform productive operation for hydraulic excavator	Perform productive operation for wheel loader	Perform productive operation for motor grader	Perform productive operation for road roller	
<b>CORE COMPETENCIES</b>	Perform productive operation for bulldozer	Perform productive operation for backhoe loader	Perform pre- and post-operation procedures for lifting equipment	Perform basic preventive maintenance servicing for lifting equipment	Perform productive operation for rough-terrain crane	Perform productive operation for crawler crane	
	Perform productive operation for truck-mounted crane	Perform productive operation for tower crane	Perform productive operation for forklift	Perform pre- and post-operation procedures for hauling equipment	Perform basic preventive maintenance servicing for hauling	Perform productive operation for off-high way dump truck (articulated)	
	Perform productive operation for off-highway dump truck (rigid)	Perform productive operation for on-highway dump truck (rigid)	Perform pre- and post-operation procedures for concreting and asphaltting equipment	Perform basic preventive maintenance servicing for concreting and asphaltting equipment	Perform productive operation for transit mixer	Perform productive operation for paver	
	Perform productive operation for concrete pump	Assist crane operator	Install rigging gears	Inspect rigging gears			
<b>COMMON COMPETENCIES</b>	Prepare construction materials and tools	Observe procedures, specifications and manual of instructions	Perform mensuration and calculations	Interpret technical drawings and plans	Maintain tools and equipment		
	Receive and respond to workplace communication	Work with others	Demonstrate work values	Practice housekeeping procedure (5s)	Participate in workplace communication	Work in a team environment	Practice career professionalism
<b>BASIC COMPETENCIES</b>	Practice occupational health and safety procedures	Lead workplace communication	Lead small team	Develop and practice negotiation skills	Solve problems related to work activities	Use mathematical concepts and techniques	Use relevant technologies
	Utilize specialized communication skills	Develop teams and individuals	Apply problem-solving techniques in the workplace	Plan and organize work	Collect, analyze and organize information	Promote environmental protection	

## Definition of Terms

For the purpose of this Competency Standard, the words

1. Attachment Refers to anything like fly jib used instead of the conventional lift block to perform different types of lifting jobs.
2. Boom (crane) Refers to telescopic boom used for supporting the hoisting tackle.
3. Boom Length Refers to the measurement from the boom foot pins to the center of the boom point sheaves.
4. Reeving Refers to a rope system in which the rope travels around the drums and sheaves.
5. Telescopic Boom Refers to a component of crane attached to the superstructure and is used to support hoisting tackle. Its extended and retracted movement is controlled by hydraulic cylinder.
6. Truck-mounted Crane Refers to a mobile type of crane consists of rotating superstructure with power plant operating machinery and with telescopic boom mounted on a base equipped with tires. It is normally based on 85 percent of tipping capacity.
7. Standard Refers to a degree or level of requirement set by the manufacturer.
8. Stability Refers to the machine resistance to overturning (Truck-mounted Crane - lifting on outriggers are based on 85 percent of the tipping capacity).
9. Safety Devices Refer to boom angle indicators, load moment indicators, anti-two blocking devices (where applicable), boom kick out lever, etc.
10. Work Area Refers to any place inside the swing circle of the crane. It must be barricaded off and only those directly involve in the lift shall be allowed to entry.
11. Derated capacity of equipment Refers to the reduction of lifting capacity of equipment as certified by a third party.

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