

**SKILLS
TRAINING
CENTRE**



Refuse and Street Cleansing NVQs



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WHAT IS WAMITAB?

The **Waste Management Industry Training & Advisory Board (WAMITAB)** was established in 1989 with a remit to determine and advise on policy and standards of education, qualifications and training for all employees in the waste management industry.

WAMITAB is the awarding body for the waste management industry in England, Wales and Northern Ireland and joint awarding body, with Scottish Qualifications Authority, for qualifications in Scotland.

WAMITAB has developed Level 2 National Vocational Qualifications (NVQs) covering waste (refuse) collection, recycling, and street cleansing.

WHAT ARE THE BENEFITS OF WAMITAB?

- 1** It will help to promote and maintain the quality of Waste Management in organisations
- 2** It will enhance teamwork and develop relationships with employees, employers and clients.
- 3** It will help organisations identify the skills that their staff possess and make staff aware of their development and progress.
- 4** It may aid with the securing of future contracts or tenders.
- 5** It will help future proof your organisation by bringing clarity and the ability to anticipate areas of improvement.



WHAT ARE NVQs?

National Vocational Qualifications (NVQs) are work-related, competence based qualifications. They reflect the skills and knowledge needed to do a job effectively and show that a candidate is competent in the area of work the NVQ framework represents.

NVQs are based on national occupational standards. These standards are statements of performance that describe what competent people in a particular occupation are expected to be able to do. They cover all the main aspects of a job, including current best practice, the ability to adapt to future requirements and the knowledge and understanding that underpin competent performance.

Level 2 NVQs are normally completed in about 3–6 months, although they do not have to be completed within a specified period of time. They can be taken by full-time employees, there are no age limits and usually no special entry requirements.

REFUSE & STREET CLEANSING NVQs

REFUSE – WASTE MANAGEMENT OPERATIONS NVQ LEVEL 2

MANDATORY UNITS

Drivers and Operatives are assessed on six mandatory units as follows:

WM101	Promote and maintain quality of the organisation's work	This unit deals with the overall quality of the service provided.
WM102	Contribute to the maintenance of a healthy and safe working environment	This unit deals with the general health and safety of working.
WM103	Develop and maintain effective working relationships	This unit deals with relationships.
WM104	Comply with emergency procedures	This unit deals with emergencies associated with waste management facilities
WM105	Work in a team	This unit deals with working successfully with others.
WM106	Maintain information systems to support work	This unit is about the handling of information relevant to work.

OPTIONAL UNITS

Drivers and Operatives choose four optional units from the following to be assessed on:

WT101	Control the removal of Waste	This unit demonstrates staff competence in collection of waste, safe and correct use of vehicle equipment and aftercare of collection and loading sites.
WT111	Contribute to the protection of the environment	This unit demonstrates staff competence in contributing to the protection of the local environment.
WT116	Control the safety of vehicle movements on waste management facilities	This unit demonstrates staff competence in controlling vehicle movements by direction and also monitoring the compliance with regulations.
WT119	Contribute to the maintenance of security in the working environment	This unit demonstrates staff competence in contributing to the maintenance of security , facility, or client premises, and the equipment and materials used there.
WT121	Transport wastes and materials	This unit demonstrates staff competence in operating and controlling a laden vehicle.
WT122	Collect and deliver wastes and materials	This unit demonstrates staff competence in preparing for and carrying out loading and unloading, and that they observe relevant regulations.



STREET CLEANSING – CLEANING & SUPPORT SERVICES NVQ LEVEL 2

MANDATORY UNITS

Drivers and Operatives are assessed on three of the Mandatory Units. Unit 001 and Unit 002; and Unit 003 or Unit 004.

Unit 001	Make sure your own actions reduce risks to health and safety	This unit is for everyone at work (whether paid, unpaid, full or part-time).
Unit 002	Communicate effectively with customers and others	This unit is about communicating politely and effectively with other people that staff might encounter when conducting their work.
Unit 003	Work as a team and develop yourself	This unit is about working with others in the organisation.
Unit 004	Work individually and develop yourself	This unit is about staff working on their own, without the presence of the customer or supervisor.

OPTIONAL UNITS

Drivers and Operatives choose three of these four Optional Units to be assessed on:

Unit 007	Deal with routine waste	This unit is about handling waste in conjunction with cleaning activities and making sure that the waste collection and holding areas that staff use are kept clean.
Unit 016	Deal with non-routine waste	This unit is about the handling of non-routine waste, which could include for example hazardous waste, such as clinical waste or sharps.
Unit 018	Perform street cleansing manually	This unit is about carrying out street cleansing by hand using a brush and a barrow or cart.
Unit 019	Perform street cleansing by machine	This unit is about carrying out street cleansing using a vehicle or other automated equipment.

OUR ASSESSORS

All of the assessors have completed our approved assessor training programme and are required to attend standard setting meetings to retain their accreditation. Approved assessors also need to be qualified in or working towards an A1 assessors award or a similarly recognised assessor award.

Our instructors and assessors are very experienced. Between them, they have worked for many years as managers/instructors in the waste industry and/or skills training industry. Most delegates find that their practical hands on approach, makes the assessments easy to understand.

The instructors understand equal opportunities and will make every effort to ensure that all delegates are treated equally with understanding and respect.

FREQUENTLY ASKED QUESTIONS

- 1 Can the Assessments be carried out ‘on the job’?** Yes, assessments are based on observing staff carrying out their normal duties and asking staff verbal questions about what they do as part of their job.
- 2 Do staff have to write up a Portfolio?** No, their Portfolios are completed entirely by their Assessor. Staff just need to sign them in the appropriate places.
- 3 Are there any pre-requisites/minimum qualifications required?** No
- 4 Are there any restrictions on who can be funded?** Yes. Staff who already hold a full NVQ Level 2 or above (or equivalent) may not be eligible, we will check this during the registration process.

HOW MUCH DOES IT COST?

There is **no** cost to your organisation. Your only commitment is time and support from Managers/Supervisors in assisting us with planning and making the assessment process run as smoothly as possible. We need to carry out a 3½ hour registration process with all of the staff before starting their assessments, so your support in arranging for staff attendance is critical to the success of the programme.



WHAT DO WE NEED TO DO?

If you would like your operational staff to be assessed for their Level 2 NVQ in Waste Management or Street Cleansing this is what you need to do:

- 1** Contact Tim Bottoms or Karen Thompson to arrange an informal meeting with one of our staff.
- 2** Meet with us so that we can explain the process to you; how it all works; and complete a form which enables us to provide your NVQ Assessments free of charge.
- 3** Arrange for your staff to attend a 3½ hour Introduction/Registration session. This can be carried out at times that best suit you/your staff, which may be at weekends or at the end of a working day.
- 4** Included as part of the introduction process is the completion of a Basic Literacy Assessment. There is no pass mark for the Literacy Assessment, it is to enable us to comply with the funding requirements and to offer advice to those who want it about how they might be able to improve their Literacy Skills if they want to.
- 5** Agree an Assessment Programme with us. All assessments are carried out on the job, so there is minimal loss of staff time. All of the NVQ documentation for each candidate is completed by our assessors based on observations of your staff at work; questions and answers; via photographs/videos and via standard documentation e.g. Driver Check Lists.
- 6** When staff have completed their NVQ Qualification we will issue you with certificates for presentation at a suitable time.



OTHER RELEVANT TRAINING

Skills Training Centre Ltd can also provide training for Refuse and Street Cleansing Staff in the following areas. Courses are designed specifically for these staff and are practical and down to earth. These courses are not funded, so need to be paid for in the normal way. Please contact us for current prices.

- ▶ Customer Care
- ▶ Health & Safety Awareness
- ▶ First Aid
- ▶ Manual Handling
- ▶ High Pressure Water Jetting
- ▶ Pigeon Waste Removal (Guano)
- ▶ Needlesticks and Infection Control
- ▶ Banksman (Reversing Vehicles)
- ▶ Fire Safety & Extinguishers
- ▶ COSHH & PPE

FOR MORE INFORMATION

If you would like to discuss your organisations' Refuse and/or Street Cleansing Training/Assessment requirements, please contact Tim Bottoms or Karen Thompson. They will be happy to explain the requirements and assist you in putting in place a programme that is relevant to your staff and the vehicles/equipment that they are required to operate.

